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NOTICE OF MEETING

FEDERAL AID COMMITTEE - URBAN

DATE: December 17, 2020

TIME: 10:00am

PLACE: Virtual via Zoom Meeting: <https://zoom.us/j/7977528887>

Call in number: (312) 626-6799

Meeting ID: 797 752 8887

AGENDA:

1. Call to Order/Introductions
2. Approval of the Agenda
3. Approval of Minutes – November 6, 2020
4. Public Participation
5. New Business
 - A. FY 2021 Target Reductions - Action
 - B. FY 2020 HIPU Allocation - Action
 - C. City of Ypsilanti funding requests - Action
 - D. Communication and Announcements
 - a. FY 2023-2026 TIP Development
6. Adjournment

POLICY COMMITTEE MEMBERS

City of Ann Arbor • Ann Arbor DDA • Ann Arbor Township • City of Chelsea • City of Dexter
Dexter Township • Eastern Michigan University • Michigan Department of Transportation • City of Milan • Northfield Township •
Pittsfield Township • City of Saline • Scio Township • Southwest Washtenaw Council of Governments • Superior Township • The Ride
University of Michigan • Washtenaw County Board of Commissioners • Washtenaw County Road Commission • City of Ypsilanti • Ypsilanti Township •
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An Intermunicipality Committee organized under Act 200 of Public Acts of Michigan (1957)
representing Washtenaw County



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Meeting Minutes- Washtenaw County Federal Aid Committee - Urban

DATE: November 6, 2020
TIME: 9:00am
PLACE: Virtual Meeting via ZOOM

Members Present: WATS – Ryan Buck, Chair
WCRC – Matt MacDonell
City of Ann Arbor Engineering – Nick Hutchinson
City of Ypsilanti – Bonnie Wessler
The Ride – John Metzinger
City of Saline – Jeff Fordice
City of Dexter – Courtney Nicholls
PEX – Doug Anderson
Washtenaw County Representative - Nathan Voght

Members Absent: Wayne County – Ronald Agacinski and Laith Aziz
WATS Policy Committee Chair - Brian Marl

Others Present: WATS – Suzann Flowers, Nick Sapkiewicz, and Emily Lake
SEMCOG - Steve Brudzinski, Tom Bruff, and Christiana Ignasiak
MDOT - Mike Davis, Anita Boughner, and Richard Bayus
City of Ypsilanti - Ronald Akers

1. Call to Order/Introductions

Mr. Buck called the meeting to order at 9:11 am and led the group in introductions.

2. Approval of Minutes

Mr. MacDonell made a motion to approve the February 28, 2020 FAC Urban meeting minutes as presented, motion supported by Ms. Wessler, motion approved.

3. Public Participation

There were no public comments received.

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4. New Business

A. FY 2021 Federal Fund Target

Ms. Flowers explained to the Committee that WATS recently received information from MDOT on FY 2021 funding reductions. These funding reductions include \$41,060 from the STBPG-U fund, \$16,906 from the NHPP fund and \$3,731 from the STUL fund, which can only be spent in the South Lyon-Howell urbanized area. Ms. Flowers also provided a list of projects using these funds and asked the Committee to make recommendations on how the reductions should be handled. This reduction could be applied proportionately to any combination of projects or all to one project.

Ms. Boughner provided additional background: The apportionment of the FAST Act extension was passed at FY 2020 funding levels instead of FY 2021 levels, which accounts for a 2% reduction in these funds. An additional 0.5 - 0.75% reduction was made to allocate more funding to two states (Texas and Colorado) that were not allocated the required 95% of what they paid in. In total, the FY 2021 reductions equal approximately 2.5% of the original targets. The FTA funds for FY 2021 have not come out yet, but are expected by February or March of next year. Target reductions for the STP should be reflected in JobNet by November 23, 2020. If a TIP amendment is submitted, JobNet is required to reflect fiscal constraint.

Discussions ensued regarding the difficulty of cutting funds for projects once they are in or near the final design stage. These projects include Bemis, Packard, and Ford projects for the WCRC, 3rd St. project for the City of Dexter, Scio Church project and Plymouth Rd project for Ann Arbor.

Mr. MacDonell made a motion to make a recommendation to the Policy Committee to reduce NHPP funds by \$16,609 for the Wiard Rd. rehabilitation project, reduce STUL funds by \$3,731 for the Currie Rd at 8 Mile reconstruction project, and to split the remaining \$41,060 STBPG-Urban funds reduction between the WCRC Wiard Rd. project and the City of Ann Arbor Plymouth Rd. project, motion supported by Mr. Hutchinson, motion approved.

B. FY 2021-2023 Program Review

FHWA Corrective Action - Total Project Costs to Include: 15% CE and 10% PE as default

Ms. Flowers explained to the Committee that a FHWA corrective action requires the TIP to show the cost for design (PE) and the construction oversight cost (CE) on separate line items. A default estimate of 15% for CE and 10% for PE of Total Project Costs will be reflected in JobNet until locals notify WATS of the actual cost.

Ms. Boughner explained to the Committee that if local funds are being used for PE and/or CE costs, a default estimate of 15% for CE and 10% for PE is an acceptable estimate for JobNet and the actual cost is not required. Showing a default estimate in JobNet will not

have an impact on obligation authority.

C. Highway Improvement Program Urban Funds (HIPU)

Ms. Flowers explained that the FAC has received FY 2020 Highway Infrastructure Program - Urban (HIPU) funds allocation in the amount of \$355,825 to be spent in the urban area. The funds cannot be spent outside the urban area and transit capital projects are eligible for these funds. There is also a \$10,408 allocation that can only be spent in the South Lyon, Brighton, Howell urban area. These funds must be obligated by 10/30/2023 and still require a 20% match. Ms. Flowers reminded the Committee that the previous allocation of HIPU funds (CY 2018) was split between the WCRC (53%), the City of Ann Arbor (42%), and the City of Dexter (5%) and is reflected in the FY 2021 program.

Mr. Brudzinski provided additional background on the allocation of these funds: HIP is a federal program that distributes funding to the states for road and transit purposes. This is not one of the core federal-aid highway programs authorized by the FAST Act; rather, this funding is authorized by the Department of Transportation Appropriations Act, 2020. The funding is apportioned to the state and is at their discretion. In CY 2018, WATS FAC received the first apportionment of this type of funding, in 2019 the state used the funds for local bridge bundling, and this year they have returned to reallocating the funds to locals.

Ms. Wessler provided an overview of the City of Ypsilanti requests for funding:

- \$125,000 for FY 2022 Huron Pathway joint project with MDOT to construct a non-motorized pathway over I-94 at Huron Street. This project is partially funded by statewide TAP funding and local funding from the City of Ypsilanti, Ypsilanti Township, and Washtenaw County Parks and Recreation Commission, and there are other outstanding grant applications as well. This project was identified as a regional priority in the WATS LRP and a funding gap remains. This \$125,000 allocation will be matched by MDOT.
- \$100,000 for FY 2022 Hamilton, Huron, and Washtenaw road diet joint project with MDOT to upgrade non-motorized elements of the project, including ADA ramps and bike lanes. MDOT has pledged to match the \$100,000, which will enable the project to move forward.
- \$120,000 for FY 2023 Huron River Drive (Cornell to LeForge) project to add non-motorized infrastructure to this fully funded repaving project.

Mr. Davis added the following:

- Both projects that are joint efforts between MDOT and the City of Ypsilanti have a commitment from the region engineer to match allocations with a 20% match of state funds.
- There is still significant funding needed for the TAP Huron Pathway project. If the proposed budget is funded, MDOT would be able to lessen the match required from the City of Ypsilanti and Ypsilanti Township.
- The Hamilton, Huron road diet project is a fully funded rehabilitation project. The \$100,000 of HIPU funds would be used on upgrades to the non-motorized facilities, such as green paint treatments, flexible delineators, curb applications, and ADA ramp

upgrades where MDOT would not typically be required to do so.

Mr. MacDonell explained that while he agreed with the merits and details of the project, and supported the City of Ypsilanti and MDOT in their efforts, he would not support using federal funds on MDOT roadways. Mr. MacDonell also explained that because the WCRC has been working with the City of Ypsilanti and Ypsilanti Township on the TAP Huron pathway project, he may be able to support the funds being used to lesson the local share of that project.

Mr. Buck reminded the Committee that they can allow up to \$100,000 of local urban funds to go towards projects of this nature.

Mr. Davis explained that the City of Ypsilanti and MDOT have been discussing the non-motorized enhancement for the Hamilton, Huron road diet for several years but have been unable to agree on funding. It was decided to go with a minimum design of buffered bike lanes, appropriate signage, and pavement markings. This additional \$100,000 of HIPU funds and the match from MDOT would allow the City to add the additional safety upgrades.

Ms. Wessler added that there is no outstanding commitment at this time for additional grants for the Hamilton, Huron road diet. The City will be applying for Connecting Communities and for assistance from Washtenaw County Parks and Recreation. They will also meet with SEMCOG in the near future to discuss potential TAP funding.

Mr. Metzinger expressed that TheRide is always willing to support non-motorized projects in urban areas, and particularly in Ypsilanti where there is a great need for investment from an equity perspective. He requested that the City of Ypsilanti continue to coordinate with TheRide for this project.

Mr. Buck reminded the Committee that as an advisory group its function is to make a recommendation to the WATS Technical and Policy Committees. Two options to consider may include:

- Bring all requests to the Policy Committee for guidance, and allow the FAC more time to review the funding opportunities.
- Based on past practices, move forward with keeping the program whole by filling in the projects that have been reduced with a portion of the HIPU funding.

Ms. Flowers added that the Policy Committee may also want to review the FAC urban funds policy that allows up to \$100,000 of federal funding to be allocated to state owned roads under very specific project conditions.

Mr. MacDonell made a motion to table the recommendation for the FY 2020 HIPU funds allocation, and to ask for direction from the WATS Policy Committee regarding the requests put forth, motion supported by Mr. Fordice, motion approved.

D. Communication and Announcements

Partial Obligation Authority until December 11

Ms. Flowers explained that there is partial obligation authority until December 11. As a

reminder, the statewide pot of obligation authority is first come first serve. WATS will be tracking the MDOT obligation thermometer.

MDOT LAP SHPO

Ms. Flowers explained that local agencies will need to provide additional documentation for SHPO requirements. Additional information has been provided in the meeting packet.

E. Agency Updates

SEMCOG

Ms. Christina reported:

- The federal certification review report from FHWA was recently released with good feedback on FAC work.

City of Saline

Mr. Fordice reported:

- The 2019 Industrial Dr. federal aid project has been closed out.
- Mr. Fordice requested that WATS notify FAC members in advance when HIPU funds become available, even if the exact amount is still unknown.

WCRC

Mr. MacDonell reported:

- The WCRC is working to get projects obligated for FY 2021.
- Miller is the last project in construction for the season and it is underway.

City of Dexter

Ms. Nicholls thanked the FAC as this will be her last meeting with WATS.

Ms. Flowers reminded the Committee that the next Policy Committee meeting will be held on November 18, 2020.

5. Adjournment

Mr. Buck adjourned the meeting at 11:24 am.

MEMORANDUM

To: Federal Aid Committee - Urban
From: Suzann Flowers
Date: November 2, 2020
Re: Policy Committee recommendation on Allocation of Funds

Background

At the November 2020 FAC Urban meeting WATS staff presented information on FY 2021 target reductions in the amount of \$57,996 (\$16,906-National Highway Preservation Program (NHPP) and \$41,060-Surface Transportation Block Grant Urban (STPBG U). A motion was made and supported by the FAC U members to reduce two projects in FY 2021, 1). WCRC Wiard Rd project by \$20,530 STPBG and \$16,906 NHPP and 2). Ann Arbor's Plymouth Rd project by \$20,530.

The second item discussed was the allocation of FY 2020 Highway Improvement Program Urban (HIPU) funds in the amount of \$355,825. No specific action was taken on the HIPU funds at the meeting.

Lastly, funding requests were made from the City of Ypsilanti and MDOT for three specific projects requesting funds come from the FY 2020 HIPU allocation:

1. FY 2022 - \$125,000 for the Huron Pathway project
2. FY 2022 - \$100,000 for the Hamilton/Huron/Washtenaw Road Diet project
3. FY 2023 - \$120,000 for the Huron River Drive project

There was discussion regarding how the HIPU funds should be allocated and there was a motion supported by the FAC U members to table the topic of allocation of HIPU funds to seek guidance from the WATS Policy Committee.

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Policy Committee Guidance - November 2020

At the November 2020 Policy Committee, the members discussed the three requests from the City of Ypsilanti. A copy of the draft minutes from that meeting can be found [here](#). Mr. Buck discussed the previous practice of backfilling projects that have been reduced as a priority if new funding becomes available. He also discussed the existing policy for STP funds being spent on MDOT owned trunkline facilities. A copy of that policy can be found [here](#). Mr. Buck also noted that TheRide had offered to reduce their FY 2022 sidewalk infill project by 100,000 that could help fund the City of Ypsilanti requests, specifically the FY 2022 Huron/Hamilton/Washtenaw road diet project.

A lengthy discussion ensued regarding the importance of the Ypsilanti projects. The following motion was made which provides guidance to the FAC U members. *Mr. Morgan made a motion to recommend the WATS FAC and the WATS Technical Committee provide a funding method that will allocate \$125,000 to the Huron/I-94 project, \$100,000 to the Huron/Hamilton project, and additional federal funding to the Huron River Drive project as requested by the City of Ypsilanti, supported by Ms. Grewal, motion approved.*

A. Target Reduction

To facilitate the Policy Committee's motion and to keep in alignment with previous practices by restoring reductions applied at the November 2020 FAC meeting, WATS staff proposed the following:

- Increase JN 205597 Wiard Rd by \$37,436
- Increase JN 205654 Plymouth Rd by \$20,530 of the FY 2020 HIPU funds

Action

WATS staff request a recommendation on addressing the FY 2021 target reductions.

B. FY 2020 HIPU Allocation

The WATS urban area received an allocation of \$355,825 worth of FY 2020 HIPU funds. In the 2045 LRP, the WATS Policy Committee called out the Huron/I-94 non-motorized crossing as a regional priority. With the strong support from the Policy Committee on the three projects presented for funding consideration by the City of Ypsilanti and MDOT, WATS staff propose the following:

FY 2020 HIPU funds should be allocated to the City of Ypsilanti for \$125,000 for Huron/I-94 non-motorized project and \$120,000 for the Huron River Dr. project. TheRide will decrease their FY 2022 sidewalk infill project to be allocated to the requested \$100,000 for non-motorized enhancements for the Hamilton/Huron/Washtenaw road diet project. This would result in a remaining balance of 52,859 of FY 2020 HIPU funds.

Action

WATS staff request a recommendation on addressing the funding requests from the City of Ypsilanti.

C. Remaining HIPU Funds

At the February 28, 2020 FAC U meeting, members were asked to prioritize \$240,000 of FY 2018 HIPU funds. Requests were made from the City of Saline, Ypsilanti, and People’s Express. Discussion ensued regarding bid prices coming in high for projects and that the focus should be on ensuring funding for FY 2021 project without adding new project requests. The distribution of those funds were applied to the following agencies:

- Ann Arbor received an additional \$77,123
- WCRC received an additional \$133,683
- Dexter received an additional \$17,635
- AAATA received an additional \$12,304

WATS staff recommends that the City of Saline receive \$15,000 of the remaining HIPU funds to be applied to the FY 2023 Clark St. project. And the remaining HIPU balance of 37,859 is applied to FY 2022 projects to be decided by agencies with projects in that FY, Ann Arbor, WCRC, and TheRide.

Action

WATS staff request a recommendation on addressing any remaining FY 2020 HIPU balance.

DRAFT - Minutes of Meeting

POLICY COMMITTEE

DATE: November 18, 2020

TIME: 9:30 pm

PLACE: 200 N. Main St. Lower Level Conference Room, Ann Arbor, MI 48104

* This meeting was held via Zoom conference call due to the coronavirus pandemic.

Members Present: City of Saline – Brian Marl, Chair
Eastern Michigan University - Leigh Greden, Vice Chair
WCBOC – Jason Morgan, Treasurer
Ann Arbor Township – Diane O'Connell
City of Ann Arbor – Erica Briggs
City of Chelsea – Charles Wiseley
City of Dexter – Shawn Keough
City of Ypsilanti – Jennifer Symanns
MDOT Region - Kari Martin
Northfield Township - Marlene Chockley
Pittsfield Township – Mandy Grewal
SWWCOG – Gene DeRossett
TheRide – Matt Carpenter
Washtenaw County Road Commission – Doug Fuller

Members Absent: City of Ann Arbor DDA – Keith Orr
City of Milan - Dominic Hamden
Dexter Township - Harley Rider
Scio Township - Jack Knowles
Superior Township – Ken Schwartz
University of Michigan – Hank Baier
Ypsilanti Township – Monica Ross-Williams

Others Present: WATS - Ryan Buck, Nick Sapkiewicz, Suzann Flowers, Emily Lake
Northfield Township - Ken Dignan
MDOT - Mike Davis, Dee Parker
SEMCOG - Tom Bruff
Stantec - Maranda Miller

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SWWCOG - Ron Milkey
TheRide - Caitlin Conway
City of Ypsilanti - Bonnie Wessler, Ronald Akers
Public - Jim Mogensen

1. Call to Order/Introductions

Chair Marl called the meeting to order at 9:31am.

Introductions were made.

Chair Marl provided the following announcements:

- Many of the participating entities on the Committee have not appointed alternatives to serve in the place of the permanent representative when they are unable to attend a Policy Committee meeting. Committee members are encouraged to appoint an alternate by the beginning of 2021 to ensure quorum is met.
- Enumerated agency reports will no longer be an agenda item, unless Committee members have something pertinent to report. Committee members are encouraged to email or provide an agency report in writing to WATS staff in advance of the meeting.

2. Approval of Agenda

Ms. Grewal made a motion to approve the meeting agenda, Mr. DeRossett supported the motion, motion approved.

3. Approval of Minutes

Mr. Keough made a motion to approve the June 17, 2020 minutes as corrected, supported by Mr. Wiseley, motion approved.

4. Public Participation

No comments were received from the public.

5. Communications and Announcements

Mr. Buck provided the following updates:

- WATS staff continue to work from home amid the COVID-19 pandemic. The WATS office building is open by appointment only.
- All projects were obligated for fiscal year 2020. Mr. Buck thanked Ms. Flowers, SEMCOG, MDOT, and FHWA for their great effort and collaboration to ensure all fiscal year 2020 projects were obligated.
- Fiscal year 2021 member due letters have been distributed with a 33% reduction in member dues. Please contact Mr. Buck with any questions or need for additional information.
- The FY 2020 audit is underway and anticipated to be completed by the end of the calendar year.
- Preparations are underway for the FY 2022 Unified Planning Work Program (UPWP), which outlines the anticipated budget and specifies work tasks for the agency. Committee members are encouraged to contact Mr. Buck with any tasks for planning assistance they would like to see included in the next UPWP.

6. Bills over \$500

Mr. Buck presented the following bills and authorizations:

- \$900 to Yeo & Yeo for bookkeeping.

Ms. Martin made a motion to approve bills over \$500, supported by Mr. Fuller, motion approved.

7. Old Business

There were no items.

8. New Business

A. FY 2020-2023 Surface Transportation Program Block Grant (STBG) and HIPU - Urban Program (Action)

Mr. Buck explained to the Committee that the WATS FAC has made a recommendation for the reduction in funding targets of the STBG-Urban funds and the National Highway Performance Program funds. However, the WATS FAC has requested guidance on a FY 2020 allocation of HIPU funds in the amount of \$355,825.

The City of Ypsilanti submitted a letter requesting three projects receive part of the FY 2020 HIPU funding allocation.

1. Huron/I-94 non-motorized crossing for \$125,000 is named as a regionally significant project in the WATS 2045 Long Range Plan and is considered essential to meeting the WATS equity goals outlined in that plan.
2. Huron/Hamilton road diet for \$100,000 is considered a transformative project by the City of Ypsilanti and includes non-motorized enhancements that are considered essential for a successful multi-modal corridor.
3. Huron River Dr. FY 2023 project is a repaving project that requires additional funding to meet non-motorized safety needs.

Mr. Buck provided the following information as additional considerations:

- WATS has an existing policy to allow for the allocation of federal aid funds to projects on state trunkline roads, in an amount not to exceed \$100,000, and as long as certain stipulations are met, such as that the project is multi-modal in nature and will facilitate access.
- TheRide has offered to reduce their FY 2021 sidewalk infill project by \$100,000 to assist the City of Ypsilanti with the Huron/Hamilton road diet project, and would like to work with the City to include lead walks/concrete pads for the affected bus stops.

Discussion ensued regarding the importance of these particular projects as a regional priority for Washtenaw County.

Mr. Morgan made a motion to recommend the WATS FAC and the WATS Technical Committee provide a funding method that will allocate \$125,000 to the Huron/I-94 project, \$100,000 to the Huron/Hamilton project, and additional federal funding to the Huron River Drive project as requested by the City of Ypsilanti, supported by Ms. Grewal, motion approved.

A roll call vote was held for members to state their name, the municipality, and county they were calling from in accordance with the Open Meetings Act.

B. 1st Call 2021 Amendments to the FY 2020-2023 TIP

Ms. Flowers discussed significant changes in the 2020-2023 TIP.

- The City of Ann Arbor requested to delete the South Main and reallocate those funds to the Platt and Earhart projects, and advanced the FY 2023 Plymouth Road project to 2021.
- MDOT requested to decrease the FY 2021 I-94 Freer to Parker Rd project, consolidate several job numbers for the US-12/US-23 projects into one job number, added a FY 2022 pavement markings project, and added design phases for the M-14 at Barton and I-94 at US-23 for FY 2023 project.

The current TIP invests \$80,426,104 in the 80th and 90th percentile Environmental Justice (EJ) areas and \$82,467,081 in low and very low opportunity areas. Transit operating and capital projects, which total investment of \$179,253,188. WATS does not anticipate the TIP amendments will have a disproportionately negative impact on EJ or low opportunity areas.

Ms. Martin made a motion to approve the 2020-2023 amendments, supported by Ms. Chockley, motion approved. Mr. Keough abstained due to a conflict of interest.

C. 1st Call 2021 Modifications to the FY 2020-2023 TIP

Ms. Flowers provided the 1st Call TIP modifications as information to the Committee and explained that modifications are minor administrative changes that staff make without Committee action, such as name changes or small cost changes.

D. Draft US-12 Letter to MDOT

Mr. Buck provided the Committee with a draft letter to MDOT to express the importance of a safe non-motorized component to the US-12 Platt to Carpenter Road project.

Ms. Grewal explained to the Committee that this project has been discussed as a regional priority for many years, and in order to ensure connections to the non-motorized investments north and south of Michigan Ave, it will be essential to include a safe non-motorized component to the US-12 project.

Mr. Fuller made a motion to send the draft letter to MDOT signed by Chair Marl and Mr. Buck on behalf of the Policy Committee, supported by Mr. Carpenter, motion approved. Ms. Martin abstained due to a conflict of interest.

E. Safety Performance Measure

Ms. Flowers provided the state safety performance measures for FY 2021 with the following information:

- This is a statewide federally required target.
- Baseline years are a rolling five year average and the previous year targets are shown as a measure of comparison.
- In previous years, the Committee has supported the state targets but have chosen to have Mr. Buck send a letter to MDOT with any concerns.
- The Technical Committee has recommended the Policy Committee support the statewide safety targets, provided that Mr. Buck send a letter to Todd White at MDOT and Andy Pickard at FHWA to express concern regarding the rising rate of serious

injury and fatalities for non-motorized travelers.

Mr. Fuller made a motion to support the FY 2021 State Safety Targets and for Mr. Buck to provide a letter to MDOT and FHWA expressing concern with the rising rates of non-motorized injuries and fatalities, supported by Mr. DeRossett, motion approved.

F. Chelsea POP Tactical Urbanism Project

Ms. Lake presented the following information:

- The Chelsea POP tactical urbanism project in the City of Chelsea is complete with strong support indicated on the post-project surveys.
- WATS provided project coordination and planning assistance for the Chelsea POP project, and has now added a task to the UPWP to provide these services to member communities.
- Members are encouraged to reach out to WATS staff should they be interested in deploying a tactical urbanism project.

10. Adjournment

Chair Marl adjourned the meeting at 11:15 am.