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## NOTICE OF MEETING

### POLICY COMMITTEE

DATE: May 19, 2021

TIME: 9:30 AM

PLACE: [Virtual Meeting on Zoom](#) Meeting ID: 858 9104 8421 Passcode: 760166

### AGENDA:

1. Call to Order/Introductions
2. Approval of the Agenda
3. Approval of Minutes – March 17, 2021 Policy Committee Meeting (attached) – Action
4. Public Participation
5. Communications and Announcements
6. Bills over \$500
7. Old Business
8. New Business
  - A. HIP and HIP-Covid Funding Strategy (attached) - Action
  - B. 2nd Quarter Financial Statements (attached) - Action
  - C. RTA Discussion - Rural and Small Urban Transit Discussion - Discussion
9. Adjournment

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#### 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 •  
• 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

## Minutes of Meeting

POLICY COMMITTEE

DATE: March 17, 2021

TIME: 9:30 pm

PLACE: ZOOM Virtual Meeting

\* This meeting was held via ZOOM conference call in accordance with the Open Meetings Act due to the coronavirus pandemic.

**Members Present:** City of Saline – Brian Marl, Chair  
WCBOC – Jason Morgan, Treasurer  
Ann Arbor Township – Diane O'Connell  
City of Ann Arbor – Erica Briggs  
City of Chelsea – Charles Wiseley  
City of Ypsilanti – Jennifer Symanns  
MDOT Region - Kari Martin  
Pittsfield Township – Mandy Grewal  
Scio Township - Jane Vogel  
TheRide – Matt Carpenter  
University of Michigan – Hank Baier  
Washtenaw County Road Commission – Doug Fuller

**Members Absent:** City of Ann Arbor DDA – Vacant  
City of Dexter – Shawn Keough  
Dexter Township - Vacant  
Eastern Michigan University - Leigh Greden, Vice Chair  
City of Milan - Dominic Hamden  
Northfield Township - Ken Dignan  
Superior Township – Ken Schwartz  
SWWCOG – Ron Milkey  
Ypsilanti Township – Brenda Stumbo

**Others Present:** WATS - Ryan Buck, Nick Sapkiewicz, Suzann Flowers, Emily Lake  
MDOT - Max Gierman, Dee Parker  
RTA - Alma Smith, Ben Stupka,  
People's Express - Doug Anderson

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SEMCOG - Tom Bruff  
Stantec - Maranda Miller  
TheRide - Caitlin Conway  
WAVE - Julia Roberts  
HNTB - Jeremy Papuga

1. Call to Order/Introductions

Chair Marl called the meeting to order at 9:33am. Introductions were made.

2. Approval of Agenda

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

3. Approval of Minutes

**Ms. Briggs made a motion to approve the February 17, 2021 minutes as presented, supported by Mr. Carpenter, motion approved.**

4. Public Participation

There were none.

5. Communications and Announcements

Mr. Buck provided the following updates:

- There is some uncertainty about the future of the Open Meetings Act, which allows for virtual meetings and will expire at the end of the month. As of now, there has not been a local or countywide state of emergency that would allow for the continuation of virtual meetings.

Mr. Morgan noted that a county resolution to allow for virtual meetings through the end of the year will be taken for a vote that evening.

- Metropolitan statistical areas and urbanized areas have proposed changes to their definitions that could impact the type of funding a community is competitive for. WATS will submit a formal comment in response to these proposed changes.
- Asset Management collection will look a little different this year. MDOT will not be participating, but the WCRC and WATS staff will be collecting PASER ratings on federal aid roads this summer.
- The annual Highway Performance Monitoring System data has been submitted to MDOT.
- Congratulations to the City of Ypsilanti for their award of \$160,000 in Transportation Alternatives Program (TAP) funds and to Pittsfield Township for their award of over \$1M in TAP funds.

6. Bills over \$500

Mr. Buck reported:

- \$2,729 to Municipal Risk Management Association for Directors and Officers insurance
- \$31,783 to TheRide for planning funds included in the Unified Work Program

**Ms. Martin made a motion to approve the bills over \$500, supported by Ms. O'Connell, motion approved.**

## 7. Old Business

There were none.

## 8. New Business

### **A. 2nd Call FY 2021 TIP Amendments - Action**

Ms. Flowers provided a list of amendments to the 2020-2023 TIP. These significant changes include significant cost changes, changes to scope and limits of projects, new grant awards, etc.

Ms. Lake provided an overview of the Environmental Justice and Opportunity Index review. Investment in these areas has increased significantly since the 1st TIP call in FY 2020.

**Ms. Vogel made a motion to approve the 2nd call FY2021 TIP amendments as presented, supported by Mr. Baier, motion approved.**

### **B. 2nd Call FY 2021 TIP Modifications - Information**

Ms. Flowers provided a list of minor modifications to the TIP for the FY 2021 2nd Call, including minor cost changes, changes to scope and limits of projects, etc.

### **C. Additional Funding and Guidance Request - Discussion**

Mr. Buck explained that WATS received notice of approximately \$2.5M in unanticipated funds for Covid relief. The memo provided details on the specifics of the funding and special eligibility. WATS requests additional guidance from the Policy Committee. Options to allocate the funding include, but are not limited to:

- a new call for projects,
- allocate to eligible agencies based on population and/or road miles,
- include funding in revenue forecasts for the FY 2023-2026 TIP, or
- use the funds as needed to enhance or make existing projects whole, and allocate the remaining funds to the FY 2023-2026 TIP.

Ms. Flowers added that if an agency is interested in using these funds for special eligibilities, to contact Mr. Buck prior to May 1st.

Discussion included:

- Recognition that this funding need not necessarily follow the same process or fund the same priorities that have traditionally been funded.
- Regional priorities outlined in the Long Range Plan should be considered when allocating these funds.
- The importance of equity based projects when allocating COVID relief funds.
- The Reimagine Washtenaw project and the M-17 corridor represent a multi-jurisdictional opportunity for investment in a low-opportunity area, and hit on a number of Long Range Plan goals.
- Support for a new call for projects or increasing funding for the FY 2023-2026 TIP.

After discussion, the Policy Committee requested a recommendation from the WATS Technical Committee on the best way to allocate these special funds.

**D. 2019 Traffic Crash Report - Information**

Ms. Lake provided an overview of the annual report, which includes information on traffic crashes, fatalities and serious injuries in Washtenaw County. The 2019 report has been modified to include:

- 5-Year crash trends for fatal and serious injury crashes
- New crash factors: lane departures, intersections, speeding, and crashes with young and older drivers

**E. RTA Discussion - Washtenaw County Regional Transit Program Priorities**

Mr. Stupka provided information on the regional transit plan update that will begin this summer. In this third discussion between the RTA and the WATS Policy Committee, the focus was on regional priorities for Washtenaw County, which include:

- Connecting Washtenaw regionally, and expand job opportunities
- Creating connections within Washtenaw County to alleviate existing and future congestion
- increasing access for equity communities
- Investing in transit corridors
- Enhancing existing transit services
- Co-creating programs to improve non-urban services
- Implementing programs that focus on advanced mobility, on demand services, and advanced technology

Mr. Stupka provided an overview of regional transit investments included in the plan: transit corridor investments, countywide express bus, enhanced park and rides, identifying needs for non-urbanized western Washtenaw areas, fixed route BRT services, and commuter rail. Potential alternative options for commuter rail include:

- An express bus with bus and shoulder capital intervention. This option would have lower costs, and higher frequency than the commuter rail.
- Include commuter rail in the plan in phases.
- Include commuter rail in the plan with a capped investment amount.

Mr. Stupka and the RTA will return to the next Policy Committee meeting to discuss non-urbanized areas. The RTA will also engage MDOT, SEMCOG, Amtrak and other stakeholders in the commuter rail discussion.

**10. Adjournment**

Chair Marl adjourned the meeting at 10:52 am.

# MEMORANDUM

To: Policy Committee  
From: Ryan Buck  
Date: May 10, 2021  
Re: Additional Funding and Guidance Request

## **Background**

In February, the State of Michigan received notices regarding two types of funding, Highway Infrastructure Program (HIP) and Highway Infrastructure Program Covid (HIP-COVID). The two programs have different eligibility requirements which are detailed in the attachment following this memo. For Washtenaw County these two funding sources will add approximately \$2.5 million dollars of federal funding, the majority of which does not require local match. This funding must be obligated by the end of federal fiscal year 2024.

At the March Policy Committee meeting, the Committee requested the Technical Committee discuss and make a recommendation on a process for allocating the funding. While the Policy Committee did not take formal action, a summary of the comments were provided to the Technical Committee to help frame the discussion.

The Policy Committee comments included:

1. Recognition that this funding is related to COVID relief rather than a traditional infrastructure bill and that funding need not necessarily follow the same process or fund the same priorities that Surface Transportation Program Block Grant funding has traditionally funded in Washtenaw County.
2. The Long Range Plan outlines a number of regional priorities and should be considered as agencies apply for additional funding.
3. The Reimagine Washtenaw project and the M-17 corridor represent a prime, multi-jurisdictional opportunity for investment in a low-opportunity area, hitting on a number of Long Range Plan goals.
4. Preference is to award projects quickly.

Following a review of the existing prioritization process and the Policy Committee comments, the Technical Committee discussed the issue and unanimously recommended the language included in the

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action requested below.

**Action Requested**

The Technical Committee recommends the Policy Committee direct staff to make a supplemental call for FY 2022 and FY 2023 of the FY 2020-2023 TIP. All submittals will be flagged to indicate whether or not the project is included in a low or very low opportunity area. Applications will also indicate whether or not the project is being submitted under the special eligibilities of the HIP-COVID funds.

## FY 2021 Highway Infrastructure Program (HIP) Fund Announcement

Revised February 16, 2021 (with updated list of eligible activities)

Michigan received notices of two separate HIP funds. These funds are split 75% for trunkline and 25% for local agencies.

Highway Infrastructure Program (HIP)	\$ 49,851,686
<u>Highway Infrastructure Program (HIP) COVID Relief</u>	<u>\$ 261,308,725</u>
<b>Total</b>	<b>\$ 311,160,411</b>

### Highway Infrastructure Program (HIP)

**Total \$ 49,851,686**

Federal notice: <https://www.fhwa.dot.gov/legsregs/directives/notices/n4510852/>

**Table 1: FY 2021 Highway Infrastructure Program (HIP) Funding Allocations for Trunkline and Local Programs**

FY 2021 HIP Program Funds	FHWA Program Codes	MDOT Fin Sys	Local Allocation	Trunkline Allocation	Total Allocation
HIP Any Area	Z918	HIP		\$ 7,663,446	\$ 7,663,446
HIP TMA	Z919	HIPU	\$ 5,263,605		\$ 5,263,605
HIP Small Urban/ Small MPO	Z920	HIPS	\$ 1,589,435		\$ 1,589,435
HIP Rural	Z921	HIPL	\$ 2,513,395		\$ 2,513,395
HIP Bridge	Z922	HIPB	\$ 3,096,487	\$ 29,725,318	\$ 32,821,805
<b>Total</b>			<b>\$ 12,462,922</b>	<b>\$ 37,388,764</b>	<b>\$ 49,851,686</b>
			25.00%	75.00%	

**Rural Program** funds totaling \$2,513,395 will be provided to the Local Bridge Program for rural bridges.

**Local Bridge** funds of \$3,096,487 are currently being held by MDOT to cover potential overages in the Bridge Bundle Pilot Program.

**Table 2: FY 2021 HIP Funding Allocations for Local Program – Transportation Management Areas (TMAs)**

FY 2021	
TMA's	Z919 (HIPU)
ANN ARBOR, Wash	\$ 290,008
DETROIT AREA	\$ 3,538,687
FLINT, Gen	\$ 337,577
GR. RAPIDS, Kent	\$ 540,111
LANS/E.LANS, Ing	\$ 297,125
SO. BEND, Ber	\$ 34,396
TOLEDO, Monr	\$ 26,972
Kalamazoo	\$ 198,729
<b>Total</b>	<b>\$ 5,263,605</b>

The funds listed to the left are being allocated directly to TMAs for local project selection through their metropolitan planning process. Projects should be programmed for eligible activities using the HIPU fin sys code in the HIP template for their TMA area.



**Table 3: FY 2021 HIP Funding Allocations for Local Program – Small Metropolitan Planning Organizations (MPOs) and Small Urban Program**

<b>SMALL MPO PROGRAM:</b>	<b>Z920 (HIPS)</b>
	<b>Urbanized Area</b>
	<b>Population 2010-Census</b>
	<b>Share of</b>
	<b>50,000 to 200,000</b>
BATTLE CREEK, Calh	\$ 74,321
BAY CITY, Bay	\$ 66,919
BENT. HARBOR, Ber	\$ 57,853
ELKHART, IN	\$ 853
HOLLAND, Alle/Otta	\$ 94,750
JACKSON, Jac	\$ 85,380
MICHIGAN CITY, IN	\$ 564
MIDLAND	\$ 55,949
MONROE,	\$ 48,579
MUSKEGON, Musk	\$ 152,903
PT. HURON, St.Cl	\$ 82,582
SAGINAW, Sag	\$ 119,707
SOUTH LYON-Howe	\$ 113,302
<b>TOTAL Sm MPO</b>	<b>\$ 953,661</b>
<b>Small Urban</b>	<b>\$ 635,774</b>
<b>Total</b>	<b>\$ 1,589,435</b>

**Small MPO Program** funds are being allocated to MPOs for local project selection through their metropolitan planning process. Projects should be programmed for eligible activities using the HIPS fin sys code in the HIP template for their MPO area.

**Small Urban Program** funds will be added to the Small Urban Program for urbanized areas with populations between 50,000 and 5,000.

**FY 2021 HIP General Information**

- Federal share is up to 81.85% with a 18.15% match requirement.
- These funds come with their own obligation authority and are not subject to any limitations on obligation.
- Projects must be obligated by September 30, 2024. MDOT recommends obligation as soon as possible.
- Eligible activities:
  1. Apportioned based on urbanized area for any of the following:
    - a. Surface Transportation Block Grant (STBG) program activities eligible under 23 USC 133 (b) see Appendix A (page 6) for the full list of items.
    - b. To provide necessary charging infrastructure along corridor-ready or corridor-pending alternative fuel corridors designated pursuant to 23 USC 151.
  2. Set aside of funding for bridge rehabilitation and reconstruction.
- Projects must be programmed in S/TIP.
- Disadvantaged Business Enterprises (DBE) Program Section 1101 of FAST Act applies to this funding.

## Highway Infrastructure Program (HIP) COVID Relief

Total \$ 261,308,725

<https://www.fhwa.dot.gov/legregs/directives/notices/n4510851/>

**Table 4: FY 2021 HIP COVID Relief Funding Allocations for Trunkline and Local Programs**

FY 2021 HIP COVID Relief Program Funds	FHWA Program Codes	MDOT Fin Sys	Local Allocation	Trunkline Allocation	Total Allocation
HIP COVID Relief Any Area	Z970/ Z971	HIP	\$ 29,333,963	\$ 195,981,544	\$ 225,315,507
HIP COVID Relief TMA Areas	Z972/ Z973	HIPU	\$ 35,993,218	\$ -	\$ 35,993,218
<b>Total</b>			<b>\$ 65,327,181</b>	<b>\$ 195,981,544</b>	<b>\$ 261,308,725</b>
			25.00%	75.00%	

**Table 5: FY 2021 HIP COVID Relief Funding Allocations for Local Program – Transportation Management Areas (TMAs)**

FY 2021 HIP COVID Relief	
TMA's	Z972 (HIPU)
ANN ARBOR, Wash	\$ 1,983,113
DETROIT AREA	\$ 24,198,005
FLINT, Gen	\$ 2,308,398
GR. RAPIDS, Kent	\$ 3,693,347
LANS/E.LANS, Ing	\$ 2,031,780
SO. BEND, Ber	\$ 235,202
TOLEDO, Monr	\$ 184,436
Kalamazoo	\$ 1,358,937
<b>Total</b>	<b>\$ 35,993,218</b>

The funds listed to the left are being allocated directly to TMAs for local project selection through their metropolitan planning process. Projects should be programmed for eligible activities using the HIPU fin sys code in the HIP template for their TMA area. If the TMA chooses to use the funds for activities listed in eligible activities #2 (page 6), then the MPO needs to contact their MDOT MPO Program Manager on or before June 1, 2021 to discuss how to program the funds.

**Table 6: FY 2021 HIP COVID Relief Funding Allocations for Local Program – Small Metropolitan Planning Organizations (MPOs) and Small Urban Program**

<b>SMALL MPO PROGRAM:</b>	<b>Z970 (HIP)</b>
<b>FY 2021 HIP COVID Relief</b>	<b>Urbanized Area</b>
	<b>Population 2010-Census</b>
	<b>Share of</b>
	<b><u>50,000 to 200,000</u></b>
BATTLE CREEK, Calh	\$ 531,329
BAY CITY, Bay	\$ 478,409
BENT. HARBOR, Ber	\$ 413,593
ELKHART, IN	\$ 6,100
HOLLAND, Alle/Otta	\$ 677,377
JACKSON, Jac	\$ 610,385
MICHIGAN CITY, IN	\$ 4,033
MIDLAND	\$ 399,983
MONROE,	\$ 347,293
MUSKEGON, Musk	\$ 1,093,118
PT. HURON, St.Cl	\$ 590,384
SAGINAW, Sag	\$ 855,795
SOUTH LYON-Howe	\$ 810,004
<b>TOTAL Sm MPO</b>	<b>\$ 6,817,802</b>
<b>Small Urban</b>	<b>\$ 4,547,433</b>
<b>Total</b>	<b>\$ 11,365,235</b>

**Small MPO Program** funds listed to the left are being allocated directly to MPOs for local project selection through their metropolitan planning process. Projects should be programmed for eligible activities using the HIP fin sys code in the HIP template for their MPO area. If the MPO chooses to use the funds for activities listed in eligible activities #2 (page 6), then the MPO needs to contact their MDOT MPO Program Manager on or before June 1, 2021 to discuss how to program the funds.

**Small Urban Program** funds will be added to the Small Urban Program for urbanized areas with populations between 50,000 and 5,000.

**Table 7: FY 2021 HIP COVID Relief Funding Allocations for Local Program – Rural Task Force (RTF)**

FY 2021 HIP COVID Relief				2/11/2021			
RURAL TASK FORCE							
2970 (HIP)							
<b>RTF 1</b>	Livingston	\$	298,635	<b>RTF 9</b>	Alcona	\$	164,461
	Monroe	\$	285,508		Alpena	\$	155,296
	St.Clair	\$	357,112		Cheboygan	\$	232,754
	Washtenaw	\$	308,033		Crawford	\$	148,745
	<b>RTF 1 Total</b>	\$	<b>1,249,288</b>		Montmorency	\$	141,737
	Hillsdale	\$	251,371		Oscoda	\$	147,945
	Jackson	\$	357,866		Otsego	\$	161,070
	Lenawee	\$	340,593		Presque Isle	\$	170,068
<b>RTF 2</b>	<b>RTF 2 Total</b>	\$	<b>949,830</b>		<b>RTF 9 Total</b>	\$	<b>1,322,076</b>
	Barry	\$	271,772	<b>RTF 10A</b>	Antrim	\$	189,791
	Branch	\$	212,839		Charlevoix	\$	155,655
	Calhoun	\$	281,471		Emmet	\$	184,124
<b>RTF 3</b>	Kalamazoo	\$	238,691		Kalkaska	\$	173,063
	St.Joseph	\$	225,153	<b>RTF 10A</b>	<b>RTF 10A</b>	\$	<b>702,633</b>
	<b>RTF 3 Total</b>	\$	<b>1,229,926</b>		Manistee	\$	184,649
	Berrien	\$	282,220		Missaukee	\$	174,681
	Cass	\$	231,246		Wexford	\$	200,281
	Van Buren	\$	314,083	<b>RTF 10B Total</b>	<b>RTF 10B Total</b>	\$	<b>559,611</b>
<b>RTF 4</b>	<b>RTF 4 Total</b>	\$	<b>827,549</b>	<b>RTF 10C</b>	Benzie	\$	135,265
	Lapeer	\$	359,121		Grand Traverse	\$	228,402
	Shiawassee	\$	251,542		Leelanau	\$	138,635
<b>RTF 5</b>	<b>RTF 5 Total</b>	\$	<b>610,663</b>	<b>RTF 10C Total</b>	<b>RTF 10C Total</b>	\$	<b>502,302</b>
	Clinton	\$	253,825	<b>RTF 11</b>	Chippewa	\$	331,043
	Eaton	\$	250,030		Luce	\$	142,910
	Ingham	\$	228,963		Mackinac	\$	191,980
<b>RTF 6</b>	<b>RTF 6 Total</b>	\$	<b>732,818</b>	<b>RTF 11 Total</b>	<b>RTF 11 Total</b>	\$	<b>665,933</b>
	Huron	\$	307,967	<b>RTF 12A</b>	Alger	\$	161,223
	Sanilac	\$	361,437		Marquette	\$	377,838
	Tuscola	\$	350,546		Schoolcraft	\$	181,244
<b>RTF 7A</b>	<b>RTF 7A Total</b>	\$	<b>1,019,950</b>	<b>RTF 12A Total</b>	<b>RTF 12A Total</b>	\$	<b>720,305</b>
	Bay	\$	203,182	<b>RTF 12B</b>	Delta	\$	243,005
	Gratiot	\$	228,056		Dickinson	\$	147,153
	Saginaw	\$	372,056		Menominee	\$	251,188
<b>RTF 7B</b>	<b>RTF 7B Total</b>	\$	<b>803,294</b>	<b>RTF 12B Total</b>	<b>RTF 12B Total</b>	\$	<b>641,346</b>
	Clare	\$	203,651	<b>RTF 13A</b>	Baraga	\$	166,047
	Gladwin	\$	191,035		Houghton	\$	210,635
	Isabella	\$	243,079		Keweenaw	\$	81,499
<b>RTF 7C</b>	Midland	\$	212,909	<b>RTF 13A Total</b>	<b>RTF 13A Total</b>	\$	<b>458,181</b>
	<b>RTF 7C Total</b>	\$	<b>850,674</b>	<b>RTF 13B</b>	Gogebic	\$	203,096
	Arenac	\$	136,836		Iron	\$	206,318
	Iosco	\$	163,038		Ontonagon	\$	215,035
	Ogemaw	\$	191,537	<b>RTF 13B Total</b>	<b>RTF 13B Total</b>	\$	<b>624,449</b>
<b>RTF 7D</b>	Roscommon	\$	160,804	<b>RTF 14</b>	Lake	\$	177,181
	<b>RTF 7D Total</b>	\$	<b>652,215</b>		Mason	\$	178,813
	Mecosta	\$	228,611		Muskegon	\$	221,348
	Montcalm	\$	346,675		Newaygo	\$	321,842
	Osceola	\$	204,041		Oceana	\$	215,289
<b>RTF 8A</b>	<b>RTF 8A Total</b>	\$	<b>779,327</b>	<b>RTF 14 Total</b>	<b>RTF 14 Total</b>	\$	<b>1,114,473</b>
	Allegan	\$	427,174	<b>Rural Total</b>			
	Ionia	\$	252,055			\$	<b>17,968,728</b>
	Ottawa	\$	272,656				
<b>RTF 8B</b>	<b>RTF 8B Total</b>	\$	<b>951,885</b>				

The funds listed to the left are being allocated directly to RTFs for local project selection through their rural planning process. Projects should be programmed for eligible activities using the HIP fin sys code in the template HIP Rural. If the RTF chooses to use the funds for activities listed in eligible activities #2 (page 6), then the RTF needs to contact the MDOT RTF Coordinator on or before June 1, 2021 to discuss how to program the funds.

## FY 2021 HIP COVID Relief General Information

- Must be obligated by September 30, 2024. MDOT recommends obligation as soon as possible.
- These funds come with their own obligation authority and are not subject to any limitations on obligation.
- Federal share is 100% payable. No match required.
- Eligible activities:
  1. Surface Transportation Block Grant (STBG) program activities eligible under 23 USC 133 (b) see Appendix A (page 6) for the full list of items.
  2. **Special eligibilities:** costs related to preventative maintenance, routine maintenance, operations, personnel, including salaries of employees (including those employees who have been placed on administrative leave) or contractors, debt service payments, availability payments, and coverage for other revenue losses. Contact your MDOT representative or coordinator if you intend to utilize the funds in this way.
- TMA funds must be used in the TMA area they are assigned to.
- Must be programmed in S/TIP.
- Disadvantaged Business Enterprises (DBE) Program Section 1101 of FAST Act applies to this funding.
- FHWA Program Codes are listed below. If a special eligibility is intended to be used, please contact MDOT to discuss how to program the project.
  1. Z970 (parent) HIP COVID Supplemental – any area (regular STBG activities)
  2. Z971 (child) HIP COVID Supplemental special eligibilities– any area
  3. Z972 (parent) HIP COVID Supplemental – TMA areas (regular STBG activities)
  4. Z973 (child) HIP COVID Supplemental special eligibilities– TMA areas

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### Appendix A: Eligible Activities under Surface Transportation Block Grant (STBG) program 23 USC 133

(b) source: <https://www.law.cornell.edu/uscode/text/23/133>

#### (1) Construction of—

- (A) highways, bridges, tunnels, including designated routes of the Appalachian development highway system and local access roads under section 14501 of title 40;
- (B) ferry boats and terminal facilities eligible for funding under section 129(c);
- (C) transit capital projects eligible for assistance under chapter 53 of title 49;
- (D) infrastructure-based intelligent transportation systems capital improvements, including the installation of vehicle-to-infrastructure communication equipment;
- (E) truck parking facilities eligible for funding under section 1401 of MAP-21 (23 U.S.C. 137 note); and
- (F) border infrastructure projects eligible for funding under section 1303 of SAFETEA-LU (23 U.S.C. 101 note).

- (2) [Operational improvements](#) and capital and [operating costs for traffic monitoring, management, and control](#) facilities and programs.
- (3) Environmental measures eligible under sections 119(g), 328, and 329 and transportation control measures listed in section 108(f)(1)(A) (other than clause (xvi) of that section) of the [Clean Air Act \(42 U.S.C. 7408\(f\)\(1\)\(A\)\)](#).
- (4) [Highway](#) and transit safety infrastructure improvements and programs, including railway-[highway](#) grade crossings.
- (5) Fringe and corridor parking facilities and programs in accordance with section 137 and [carpool projects](#) in accordance with section 146.
- (6) Recreational trails [projects](#) eligible for funding under section 206, pedestrian and bicycle [projects](#) in accordance with [section 217](#) (including modifications to comply with accessibility requirements under the [Americans with Disabilities Act of 1990 \(42 U.S.C. 12101 et seq.\)](#)), and the safe routes to school program under section 1404 of SAFETEA-LU ([23 U.S.C. 402](#) note).
- (7) Planning, design, or [construction](#) of boulevards and other roadways largely in the right-of-way of former [Interstate System](#) routes or other divided [highways](#).
- (8) Development and implementation of a [State asset management](#) plan for the [National Highway System](#) and a performance-based management program for other [public roads](#).
- (9) Protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) for bridges (including approaches to bridges and other elevated structures) and tunnels on [public roads](#), and inspection and evaluation of bridges and tunnels and other [highway](#) assets.
- (10) Surface transportation planning programs, [highway](#) and transit research and development and technology transfer programs, and workforce development, training, and education under [chapter 5 of this title](#).
- (11) Surface transportation infrastructure modifications to facilitate direct intermodal interchange, transfer, and access into and out of a port terminal.
- (12) [Projects](#) and strategies designed to support congestion pricing, including electronic toll collection and travel demand management strategies and programs.
- (13) At the request of a [State](#), and upon Secretarial approval of credit assistance under chapter 6, subsidy and administrative costs necessary to provide an [eligible entity](#) Federal credit assistance under chapter 6 with respect to a [project](#) eligible for assistance under this section.
- (14) The creation and operation by a [State](#) of an office to assist in the design, implementation, and oversight of public-private partnerships eligible to receive funding under this title and chapter 53 of title 49, and the payment of a stipend to unsuccessful private bidders to offset their proposal development costs, if necessary to encourage robust competition in public-private partnership procurements.
- (15) Any type of [project](#) eligible under this section as in effect on the day before the date of enactment of the FAST Act, including [projects](#) described under [section 101\(a\)\(29\)](#) as in effect on such day.

# MEMORANDUM

To: Policy Committee  
From: Ryan Buck  
Date: May 11, 2021  
Re: FY 2021 Second Quarter Financial Statements

## **Background**

WATS' FY 2021 fiscal year began July 1, 2020. The Policy Committee approved total budgeted revenues at \$657,251. The budget was created with a one-year 33% reduction in dues for each member agency.

Second Quarter revenues totaled \$111,602.24; 16.9% of total budget estimates. Second Quarter expenditures totaled \$110,835.44; 16.8% of the budget. While the pandemic has caused changes in the processing of certain bills, payments and invoices, the FY 2021 UPWP is expected to be completed on time and within budget.

## **Action Requested**

The FY 2021 Second Quarter Financial Statements are provided for Policy Committee review and acceptance.

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### 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 •  
• 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

<b>Income Statement</b>					
<b>For the quarter ending December 31, 2020</b>			<b>FY 2021</b>		
	<b>Budget</b>		<b>Second Quarter Quarter</b>	<b>Year to Date</b>	<b>% of Total Budget</b>
<b>Revenues</b>					
Dues	<b>\$94,500</b>		\$24,287.00	\$25,521.00	27%
Federal	\$538,100		\$84,693.02	\$171,916.92	32%
Interest	\$0.00		\$2,622.22	\$2,623.01	
Other Local Contribution	\$24,651		\$0.00	\$0.00	0%
<b>Total Revenues</b>	<b>\$657,251</b>		<b>\$111,602.24</b>	<b>\$200,060.93</b>	<b>30%</b>
<b>Expenses</b>					
Monitoring	\$66,402		\$11,665.98	\$22,181.83	33%
Development	\$195,960		\$15,567.67	\$29,880.01	15%
Services	\$100,609		\$24,299.98	\$55,820.82	55%
Implementation	\$136,828		\$23,511.64	\$46,728.05	34%
Administration	\$50,304		\$13,773.16	\$25,680.31	51%
Rent and Utilities	25,665		\$11,017.60	\$15,618.95	61%
Printing	2,250		\$0.00	\$0.00	0%
Supplies & Equipment	8,250		\$0.00	\$5,137.00	62%
Travel and Training	9,500		\$576.04	\$681.04	7%
Postage	500		\$0.00	\$0.00	0%
Insurance	8,000		\$6,132.23	\$10,359.10	129%
Licenses/subscriptions	12,500		\$1,537.58	\$2,993.74	24%
Depreciation	9,262		\$1,588.32	\$3,176.64	-%
Professional Services	26,221		\$1,165.24	\$1,842.83	7%
Legal Fees	2,500		\$0.00	\$0.00	0%
Unemployment	2,500		\$0.00	\$0.00	0%
<b>Total Expenses</b>	<b>\$657,251</b>		<b>\$110,835.44</b>	<b>\$220,100.32</b>	<b>33%</b>
<b>Net Income</b>			<b>\$766.80</b>	<b>-\$20,039.39</b>	





# Washtenaw Area Transportation Study

Balance Sheet  
As of December 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1011 Checking	13,540.28
1020 BOAA Checking	165,679.85
1055 Cash Fund Savings	69,182.87
1075 CD	0.00
1080 Washtenaw County	272,951.85
<b>Total Bank Accounts</b>	<b>\$521,354.85</b>
Accounts Receivable	
1220 Grants Receivable	0.00
1221 Grants Receivable - Fed PL112	167,611.92
1222 Grants Receivable - Fed SPR	0.00
1223 Grants Receivable- Federal STPU	0.00
1224 Grants Receivable Fed FTA 5303	4,305.00
1225 Grants Receivable - State	0.00
<b>Total 1220 Grants Receivable</b>	<b>171,916.92</b>
1230 Accounts Receivable - Dues	0.00
1235 Accounts Receivable - Local	0.00
1236 Accounts Receivable - Ann Arbor	0.00
1237 Accounts Receivable - Toyota	0.00
1240 Accounts Rec-Credit Monitoring	0.00
1245 Accounts Receivable - Other	0.00
<b>Total Accounts Receivable</b>	<b>\$171,916.92</b>
Other Current Assets	
1430 Prepaid Insurance	4,728.47
1435 Prepaid Expenses	-750.00
1499 Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$3,978.47</b>
<b>Total Current Assets</b>	<b>\$697,250.24</b>
Fixed Assets	
1670 Equipment Receivable	0.00
1671 Computer Equipment	0.00
1672 Furniture and Equipment	45,784.41
1680 Accumulated Depreciation	-43,724.33
<b>Total Fixed Assets</b>	<b>\$2,060.08</b>
<b>TOTAL ASSETS</b>	<b>\$699,310.32</b>



# Washtenaw Area Transportation Study

Balance Sheet  
As of December 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable - WCRC	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Credit Cards	
Chase Business	141.45
<b>Total Credit Cards</b>	<b>\$141.45</b>
Other Current Liabilities	
2100 Accounts Payable	0.00
2105 Accounts payable - SEMCOG	0.00
2110 Accrued Sick & Vacation	24,957.38
2200 Surplus	0.00
2310 Federal Withholding	0.00
2315 Medicare Withholding	69.00
2315.1 Medicare Company Payment	-68.94
<b>Total 2310 Federal Withholding</b>	<b>0.06</b>
2330 State Withholding	-0.04
2400 SEP Payable	825.44
2410 457 Contribution Payable	0.00
2420 RHS Deduction Payable	0.00
2440 ROTH	862.21
2500 Medical Withholding	0.00
2600 Health Savings Accounts	0.00
2630 Health Savings - RB	0.00
2650 Health Savings - EB	0.00
2660 Health Savings - NS	0.00
<b>Total 2600 Health Savings Accounts</b>	<b>0.00</b>
2700 Pass Through Payments	0.00
<b>Total Other Current Liabilities</b>	<b>\$26,645.05</b>
<b>Total Current Liabilities</b>	<b>\$26,786.50</b>
<b>Total Liabilities</b>	<b>\$26,786.50</b>
Equity	
2900 Opening Bal Equity	0.00
2999 Retained Earnings	692,563.21



# Washtenaw Area Transportation Study

Balance Sheet  
As of December 31, 2020

	TOTAL
Net Income	-20,039.39
<b>Total Equity</b>	<b>\$672,523.82</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$699,310.32</b>