

DRAFT Meeting Minutes

WATS POLICY COMMITTEE

DATE: June 21st, 2023

TIME: 9:30 AM

LOCATION: Lower Level Conference Room, 200 N. Main Street, Ann Arbor, MI 48104

Members Present: Eastern Michigan University - Leigh Greden (*Vice Chair*)
City of Saline - Janet Dillon
AAATA – Dina Reed
City of Ypsilanti – Jennifer Symanns
MDOT University Region - Mike Davis
Washtenaw County Road Commission – Barb Fuller
Ann Arbor Township – Diane O'Connell
City of Chelsea – Charles Wiseley
WCBOC – Caroline Sanders
University of Michigan – Steve Dolen

Members Absent: Ann Arbor DDA – Vacant
City of Dexter – Shawn Keough
City of Milan - Jim Lancaster
Dexter Township - Vacant
Northfield Township - Ken Dignan
Scio Township - John Reiser
SWWCOG – Ron Miley
City of Ann Arbor – Erica Briggs
Ypsilanti Township – Brenda Stumbo
Pittsfield Township – Mandy Grewal
Superior Charter Township - Lisa Lewis

Others Present: Tyler Baker (Maner Costerisan), Georgia Frost (Field Rep. for U.S. Representative Debbie Dingell), Ryan Buck (WATS), Nick Sapkiewicz (WATS), Maggie Huntley (WATS), Anton Schauerte (WATS)

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 •

1. CALL TO ORDER / INTRODUCTIONS

Vice Chair Greden called the meeting to order at 9:31 AM. Introductions were made.

2. APPROVAL OF THE AGENDA

A motion was made by Ms. Fuller, supported by Ms. Symanns, to approve the meeting agenda. The motion was carried unanimously.

3. APPROVAL OF MINUTES

A motion was made by Ms. Fuller, supported by Mr. Symanns, to approve the April 17, 2023 meeting minutes. The motion was carried unanimously.

4. PUBLIC PARTICIPATION

Georgia Frost provided an introduction.

5. COMMUNICATIONS AND ANNOUNCEMENTS

Mr. Buck provided the following updates:

- WATS is hosting the 2023 Michigan Transportation Planning Association (MTPA) Annual Conference in Ann Arbor, July 26th - July 28th. Mr. Buck invited Committee members to attend the conference.
- Development of the 2050 Long-Range Transportation Plan (LRTP) is continuing.
- The 2020 Adjusted Census Urban Boundary (ACUB) process is upcoming and impacts which roads are eligible for different funding sources. The City of Dexter may become its own Small Urban program but it is still yet to be determined.
- If any agencies would like WATS to conduct non-motorized counts, please contact Mr. Buck.

6. CHECKS OVER \$500

Mr. Buck outlined that the bill for Eco-Counter is actually approximately twice the cost of what was reported at the April meeting. The subscription cost of transferring and storing non-motorized count data was not included in the ~\$2,500 approved at the last meeting. However the payment did not require a separate approval.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

A. 3rd Call FY 2023-2026 Transportation Improvement Program (TIP) Amendments

Mr. Sapkiewicz provided an overview of the amendments outlined in the packet. Mr. Sapkiewicz also stated that the Environmental Justice and Equity Analyses were conducted by WATS staff and concluded WATS staff does not anticipate any adverse impacts to EJ populations due to the amendments from the 3rd Call. It was also indicated that the WATS Technical Committee recommends the Policy Committee approve the 3rd call amendments.

A motion was made by Ms. Symanns, supported by Mr. Fuller, to approve the 3rd Call TIP Amendments, as presented. The motion was carried unanimously.

B. 3rd Call FY 2023-2026 Transportation Improvement Program (TIP) Modifications

Mr. Sapkiewicz indicated all modifications are MDOT projects and a link to additional details are provided in the packet.

Mr. Dolen joined the meeting.

C. FY 2022 Audit

Mr. Buck stated that WATS secured the firm Maner Cortesian as the WATS auditor for the next three years. Mr. Buck then introduced Tyler Baker of Maner Costerisan to provide a presentation of the FY 2022 Audit.

Tyler Baker gave a presentation of the audit.

Ms. Fuller and Mr. Greden asked about internal controls, specifically whether WATS ever conducts audits specifically focused on internal controls. Mr. Buck stated it did not, but that since this is a new auditing firm, there have been discussions and communication between WATS and the auditing firm about internal controls.

Tyler Baker presented a review of required communications between the Maner Costerisan and the WATS Policy Committee and the management letter.

A motion was made by Ms. O'Connell, supported by Ms. Symanns, to accept the FY 2022 audit. The motion was carried unanimously.

D. FY 2023 Second Quarter Financial Statements

Mr. Greden stated that in the packet, the agenda item is listed as the First Quarter Financial Statement but is indeed the Second Quarter Financial Statement.

A motion was made by Ms. Fuller, supported by Ms. Sanders, to accept the FY 2023 Second Quarter financial statements.

The motion was carried unanimously.

E. FY 2024 Administrative Budget

Mr. Greden indicated that member dues have remained unchanged from FY 2023 to FY 2024. In FY 2025, the Policy Committee could recommend a change in the dues structure because of the new population figures from the 2020 U.S. Census, but does not need to. Mr. Buck stated that FY 2024 begins July 1st, 2023 and the amount of federal planning dollars is \$665,117. This amount is higher than previous years due to both an increase in the urban area population, as well as an increase in federal planning funds from the Bipartisan Infrastructure Law. In past years, some planning funds were passed from WATS to AAATA as the agencies, along with SEMCOG have a joining Unified Planning Work Program (UPWP), typically between \$30,000/year to \$90,000/year due to the fact that WATS was unable to spend its full allocation and the funds would otherwise have gone unused. In FY 2024, some funds will be utilized by SEMCOG to assist with projects in Washtenaw County as described in the UPWP.

A motion was made by Mr. Davis, supported by Mr. Dolen, to accept the FY 2024 Administrative Budget.

Mr. Davis requested an analysis of other eligible agencies for this type of funding. Mr. Buck indicated he would look into it and that WATS could develop a basic form for agencies to fill out who are interested in performing regional transportation work which could be considered as part of FY 2025 UPWP development.

The motion was carried unanimously.

F. 2050 Long Range Plan Goals and Systems Expectations

Mr. Sapkiewicz explained that WATS recently began development of the 2050 LRTP. The agency began by reviewing plan goals and holding public involvement opportunities. The goals from the 2045 LRTP are anticipated to remain relatively consistent for the 2050 LRTP, but some minor modifications to the goal objectives were presented to the committee. Mr. Sapkiewicz stated these changes were outlined in the packet. Additionally, the Technical Committee recommended approval of them earlier in the month.

A motion was made by Ms. Symmans, supported by Ms. O'Connell, to accept the 2050 Long Range Plan Goals and Systems Expectations. The motion was carried unanimously.

G. 2050 Long Range Plan Performance Measures

Mr. Buck stated that WATS develops its own set of transportation performance measures. Due to the pandemic, however, the targets that WATS set for these performance measures differed greatly from the transportation data that was collected for the development of the 2045 Long Range Plan. As a result, there was little correlation between the data and the targets. Mr. Buck continued by stating that WATS plans on recalibrating the targets to better align with post-pandemic data, but requests approval of the performance measures during this meeting.

A motion was made by Ms. Symmans, supported by Ms. Fuller, to accept the 2050 Long Range Plan Performance Measures.

Mr. Davis stated that MDOT does not participate in the evaluation of projects, but participates in the selection of projects.

The motion was carried unanimously.

H. Annual Meeting - Meeting Date and Time

Mr. Buck stated that historically the best day and time to hold Policy Committee meetings has been on the third Wednesday of the month at 9:30 AM at 200 N. Main St. in Ann Arbor.

A motion was made by Ms. Fuller, supported by Ms. Sanders, to continue designating the third Wednesday of the month at 9:30 AM at 200 N. Main Street in Ann Arbor as the day, time, and location of WATS Policy Committee meetings.

9. ADJOURNMENT

Vice Chair Greden adjourned the meeting at 11:21 AM.