
NOTICE OF MEETING

POLICY COMMITTEE

DATE: October 20, 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 – August 18, 2021 Policy Committee Meeting (attached) – Action
4. Public Participation
5. Communications and Announcements
6. Bills over \$500
7. Old Business
8. New Business
 - A. First Call FY-2022 LRP Amendments (attached)- Action
 - B. First Call FY 2022 TIP Amendments (attached) - Action
 - C. First Call FY 2022 TIP Modifications (attached) - Information
 - D. Director Review (attached) - Action
 - E. Public Transit Agency Safety Plan (PTASP) (attached) - Action
9. 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
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An Intermunicipality Committee organized under Act 200 of Public Acts of Michigan (1957)
representing Washtenaw County

Minutes of Meeting

POLICY COMMITTEE

DATE: August 18, 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
Eastern Michigan University - Leigh Greden, Vice Chair
WCBOC – Jason Morgan, Treasurer
Ann Arbor Township – Diane O'Connell
City of Chelsea – Charles Wisely
City of Ypsilanti – Jennifer Symanns
Dexter Township - Karen Sikkenga
MDOT Region - Kari Martin
Scio Township - Jane Vogel
TheRide – Matt Carpenter
Washtenaw County Road Commission – Doug Fuller
Ypsilanti Township – Brenda Stumbo

Members Absent: City of Ann Arbor – Erica Briggs
City of Ann Arbor DDA – Vacant
City of Dexter – Shawn Keough
City of Milan - Dominic Hamden
Northfield Township - Ken Dignan
Pittsfield Township – Mandy Grewal
Superior Township – Ken Schwartz
SWWCOG – Ron Miley
University of Michigan – Henry Baier

Others Present: WATS - Ryan Buck, Nick Sapkiewicz, Suzann Flowers, Emily Lake
MDOT - Anita Boughner, Max Gierman

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SEMCOG - Tom Bruff
Stantec - Maranda Miller
TheRide - Caitlin Conway, Dina Reed

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, Mr. Carpenter supported the motion, motion approved.

3. Approval of Minutes

Ms. Symanns made a motion to approve the June 16, 2021 minutes, supported by Ms. Vogel, motion approved.

4. Public Participation

There were none.

5. Communications and Announcements

Mr. Mr. Buck provided the following updates:

- Passthrough funding for FY 2021 Asset Management that went to the WCRC was \$2,092.23
- Contact Mr. Buck if there is any planning related work the Committee members would like to see included in the FY 2023 work program.
- Statewide obligation authority has a couple million remaining. One project in the county is still remaining to be obligated.
- WATS staff will be preparing asset management summary sheets with historic data for the county as a whole as well as communities.
- Chelsea POP 2.0 is continuing in its development and Route Ypsilanti is nearing it's full implementation.
- WATS staff recently attended the 2021 Michigan Transportation Planning Association conference and received the statewide best practice award for tactical urbanism in the City of Chelsea.
- A presentation and update on the Huron/I-94 pathway initiative will be included as an agenda item this fall.

6. Bills over \$500

There were none.

7. Old Business

There were none.

8. New Business

A. Director Review - Information

Mr. Greden reported:

- The Director's performance evaluation is complete and will be included as an action

item at the next WATS Policy Committee meeting. Included will be a written summary from the Executive Committee of the feedback received.

- The Executive Committee also completed peer benchmarking on compensation and will be proposing changes to the Director's compensation.

B. Supplemental TIP Call - Action

Mr. Sapkiewicz provided a preliminary funding approach for the 2022-2023 TIP Supplemental Call for the programming of highway improvement program, rural, and covid relief funds. Projects were reviewed using the existing WATS TIP application and flagged based on whether they were in an opportunity area or whether they were using a special eligibility under the funding guidance. Applications were received from Ann Arbor, WCRC, and PEX. The preliminary funding approach includes all top priority projects from these eligible agencies and all candidate projects serve a low or very low opportunity area. The preliminary program was reviewed by the WATS Federal Aid Committees and the WATS Technical Committee. The Technical Committee recommends the Policy Committee approve the preliminary list of projects included in the Supplemental TIP Call.

Mr. Fuller made a motion to approve the projects included in the supplemental TIP call as presented, supported by Mr. Carpenter, motion approved.

C. 2023-2026 TIP Development (attached) - Information

Ms. Flowers provided the following information regarding the 2023-2026 TIP development:

- The development process will be marketed as *Shape the Future - for a safer, more inclusive, and more sustainable transportation system*.
- The following guidance documents have been provided to help guide local agency investments:
 - Urban and Rural program guidance - outlines the obligation process, pro-rata billing, tools to obligate funds, and existing policy for using local funds on trunkline roads.
 - Urban and Rural program eligibility - highlights what funds can be used for construction, PE, CE, and right of way acquisition.
 - Existing WATS scoring rubric
 - Fund Types - CMAQ, STP Urban and Rural, State D funds, and Small Urban area funds
- Next steps:
 - The call for projects will be issued in August, and applications will be due back in September.
 - Public engagement will take place in October.
 - FAC meetings will be held in November and December, before the preliminary program is brought to the WATS Technical and Policy Committees in early 2022.
 - The approved TIP must be submitted to MDOT By June 2022 and FHWA/FTA approval by July/August 2022.

10. Adjournment

Chair Marl adjourned the meeting at 9:52 am.

MEMORANDUM

To: Policy Committee
From: Suzann Flowers
Date: October 13, 2021
Re: Long Range Transportation Plan Amendments

Background

WATS staff issue calls for Long Range Transportation Plan amendments three times a year. During this 1st call for FY 2022, WATS received 1 addition request to the plan.

People's Express

- **FY 2030**
 - Indoor parking facility for PEX vehicles
 - This building will be used to hold electric vehicle chargers when the time comes. This will allow us to protect chargers and allow us to convert to Electric Vehicles as soon as we can
 - **Total Local Project Cost = \$3,000,000**

Action

The Technical Committee recommends the Policy Committee approve the LRP amendment.

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1st Call FY 2022 LRP Changes																
WATS 2045 LRP www.miwats.org/2045lrp/																
Proposed Change	Fiscal Year	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Federal Funds	State Funds	Local Funds	Local Fund Source	Total Phase Cost	Change Type	Comments	Total Project Cost
Add	2030	People's Express	Indoor Parking	Areawide		Facility	Indoor Parking facility for PEX vehicles. This building will be used to hold electric vehicle chargers when the time comes. This will allow us to protect chargers and allow us to convert to Evs as soon as we can	CON	\$0	\$0	\$3,000,000	PEX	\$3,000,000	New project	PEX is attempting to secure funding through state applications as well as other grant opportunities as they become available	\$3,000,000

MEMORANDUM

To: Policy Committee
From: Suzann Flowers
Date: October 13, 2021
Re: 1st Call for FY 2022 TIP Amendments for 2020-2023 TIP

Background

WATS initiated the 1st call for FY 2022 TIP amendments on August 2, 2021. Notice was placed on the WATS homepage, WATS social media pages (Facebook, Twitter, and Instagram). Amendments were received from Ann Arbor, MDOT and WCRC.

Significant changes in this TIP amendment include:

- Ann Arbor
 - FY 2022
 - JN 211925 Safety Award for Hill St (State to Washtenaw Ave) - Total project cost = \$143,205
 - FY 2023
 - Safety Award for Countdown Pedestrian Signal (various locations) - Total project cost = \$22,182
- Washtenaw County Road Commission
 - FY 2022
 - JN 204889 - Fiscal year change for the Border to Border Trail project connecting to Delhi Court - no funding changes
 - JN 213429 - Added Packard Rd. project (Ann Arbor City Limits to Carpenter Rd)- no change in federal funds
 - FY 2023
 - JN 205638 - Fiscal year change - Carpenter Rd (N. Cloverlane to Ellsworth) - no change in federal funding
 - Safety Award for N. Territorial Rd (600ft west of Dexter Townhall Rd to Toma Rd) - Total project cost = \$690,444

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- **MDOT**

- FY 2021

- JN 213052 - Job Add and Job Suspended - Norfolk Southern Railway (Michigan Line Battle Creek to Dearborn) - Total project cost = \$0

- FY 2022

- 213331 - Add phases PE and CON- Region Wide Traffic Safety (all trunkline routes in University SEMCOG counties) - Total project cost = \$452,500
- JN 213129 - Add Phase - US-23 (US-23 interchange) - Total project cost = \$23,458,850
- JN 200202 - Budget and Project Length Change - US-12 (US-12 from west of Platt Rd to west of US-23 interchange) - Total project cost = \$12,192,000
*Project reduction of \$19,458,000

New investments total to 2020-2023 TIP=\$24,767,181

Environmental Justice Review

The Environmental Justice (EJ) review evaluates the fair distribution of environmental benefits and burdens in EJ and non-EJ areas. In addition, the EJ review evaluates each project for adverse social, economic, and environmental effects. More information on the USDOT EJ strategy is available [here](#).

Total Investment in the TIP

Over the course of the TIP, investment made in Washtenaw County is affected by amendments and modifications (grant awards, cost changes, new projects). These changes continually affect the value of the TIP, and the amount of investment in EJ areas. The 2020-2023 TIP is currently valued at: \$609,090,208.77.

To quantify investment within EJ areas, WATS analyzes Census block groups by their combined percentages of minority and low-income residents to identify areas that fall within the 80th and 90th percentile. TIP projects located within these EJ areas, or within 0.5 mile of these areas, are measured in a GIS overlay analysis by the total cost of projects. For projects with a portion of investment in these areas, the segment cost was calculated as follows:

$$(Segment Length / Total Project Length) * Total Project Cost$$

Transit Investment

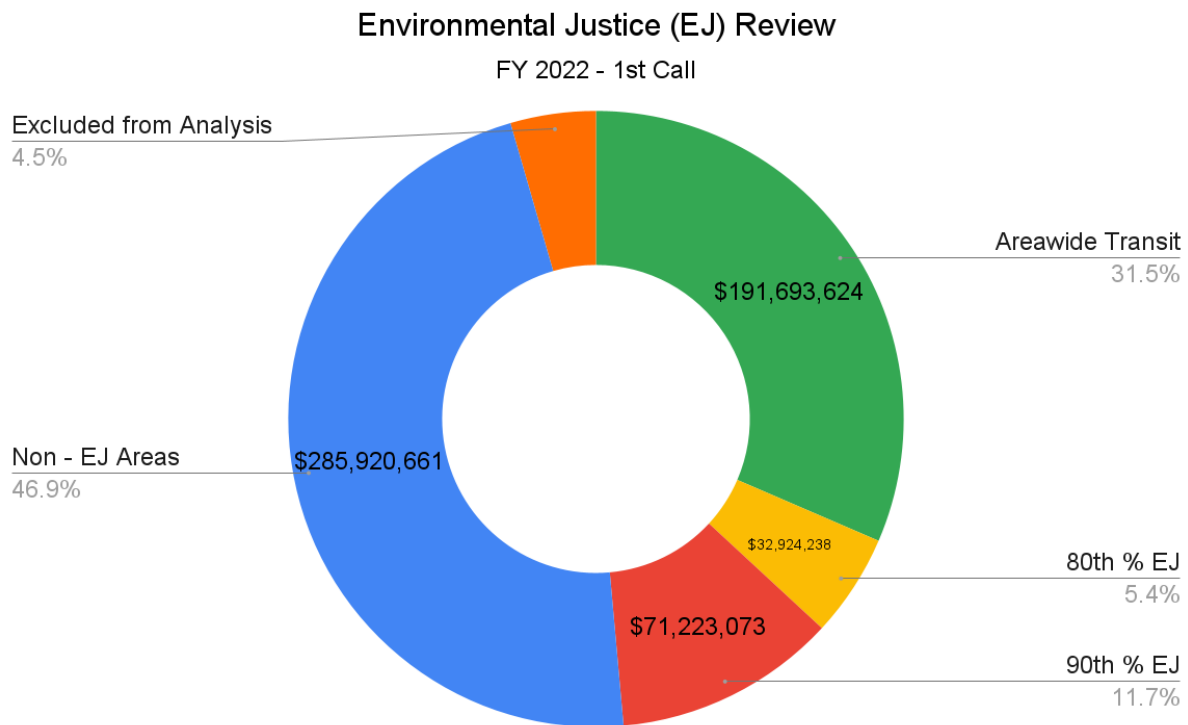
Transit projects are considered to be an additional benefit to EJ areas by improving access and mobility. Transit investments are included in the EJ analysis, but are not mapped.

**Environmental Justice Review
FY 2022 1st Call - 2020-2023 TIP**

	Total Investment	Percent of TIP
80th Percentile EJ Areas	\$32,924,238	5.4%
90th Percentile EJ Areas	\$71,223,073	11.7%
Non-EJ Areas	\$285,920,661	46.9%
Areawide Transit Projects	\$191,693,624	31.5%
*Excluded from Analysis	\$27,328,613	4.5%
TIP Value	\$609,090,209	100%

*Excluded from Analysis

Projects excluded from this analysis include those that are non location specific, such as areawide signal optimizations, and therefore cannot be quantified within a GIS overlay analysis.



WATS does not anticipate the TIP amendments will have a disproportionately negative impact on EJ areas.

A map of 2020-2023 TIP projects in environmental justice areas is available at <http://www.miwats.org/tip>.

Opportunity Evaluation

WATS’ opportunity evaluation uses the [county’s Opportunity Index](#) to measure TIP investment within areas of low economic mobility. WATS measures investment in areas identified as “low access to opportunity” and “very low access to opportunity”.

For projects with a portion of investment in these areas, the segment cost was calculated as follows:

$$(Segment\ Length / Total\ Project\ Length) * Total\ Project\ Cost$$

Transit Investment

Transit projects are considered to be an additional benefit to low opportunity areas by improving access and mobility. Transit investments are included in the opportunity evaluation analysis, but are not mapped.

**Opportunity Evaluation
FY 2022 1st Call - 2020-2023 TIP**

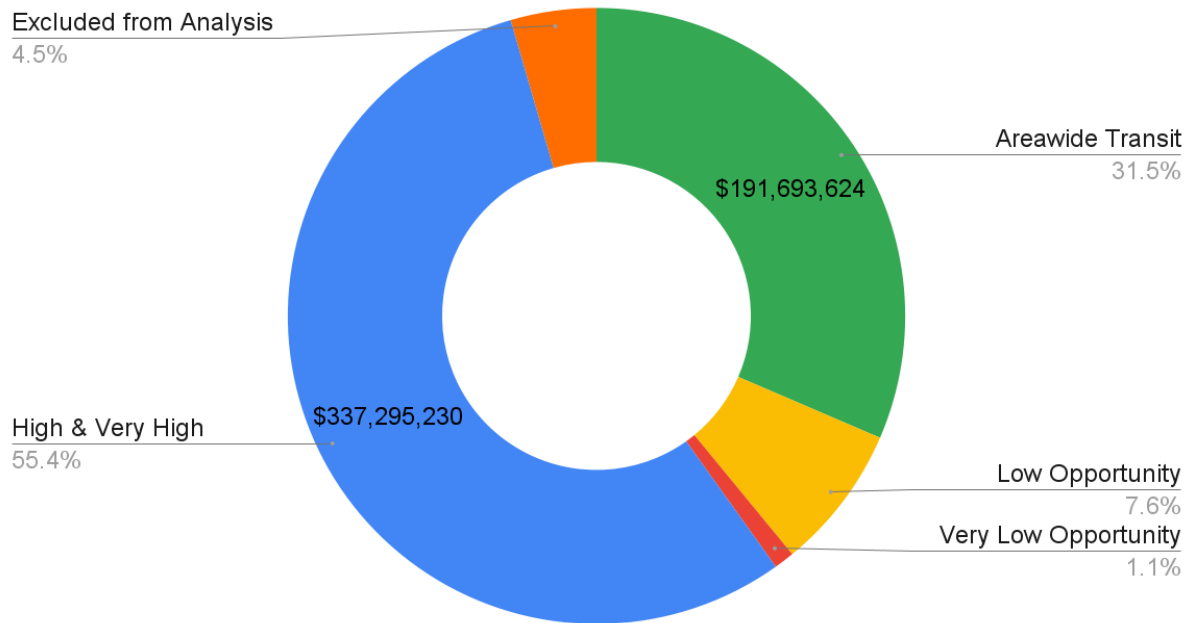
	Total Investment	Percent of TIP
Low Access to Opportunity	\$46,268,778	7.6%
Very Low Access to Opportunity	\$6,503,964	1.1%
High / Very High Access to Opportunity	\$337,295,230	55.4%
Areawide Transit Projects	\$191,693,624	31.5%
*Excluded from Analysis	\$27,328,613	4.5%
TIP Value	\$609,090,209	100%

*Excluded from Analysis

Projects excluded from this analysis include those that are non location specific, such as areawide signal optimizations, and therefore cannot be quantified within a GIS overlay analysis.

2020 Opportunity Index Evaluation

FY 2022 - 1st Call

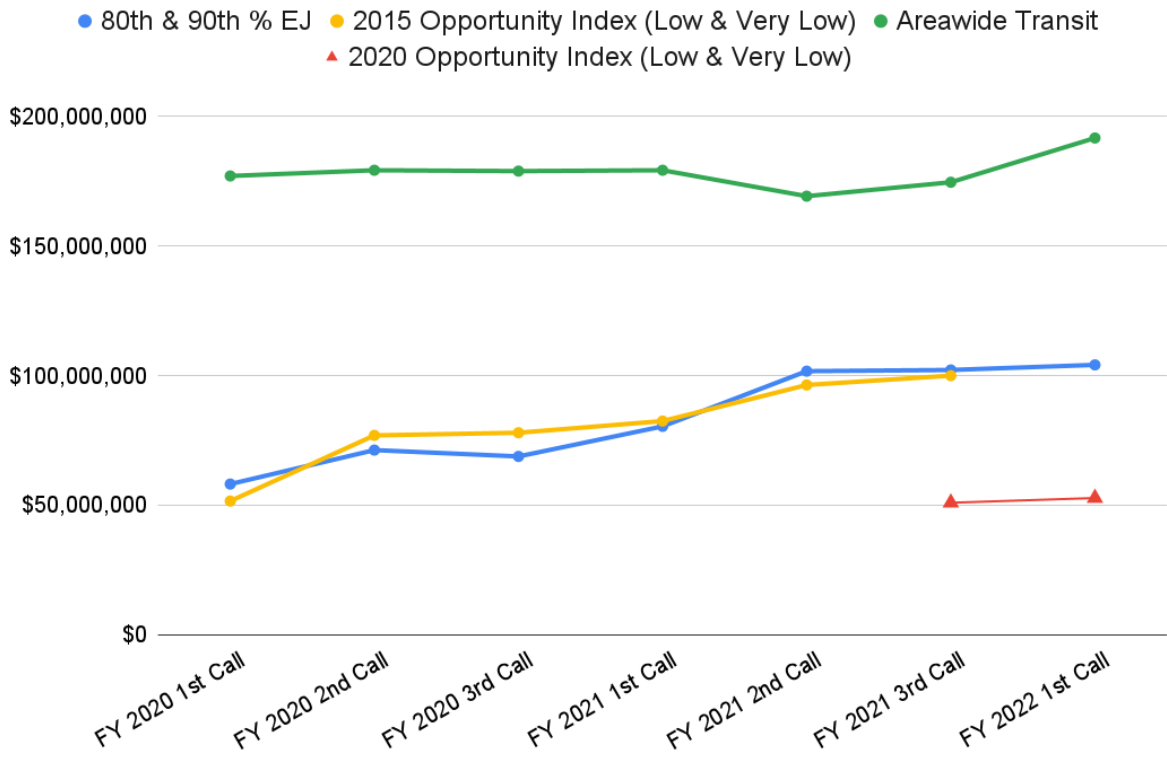


The opportunity evaluation is provided as information during each TIP amendment.

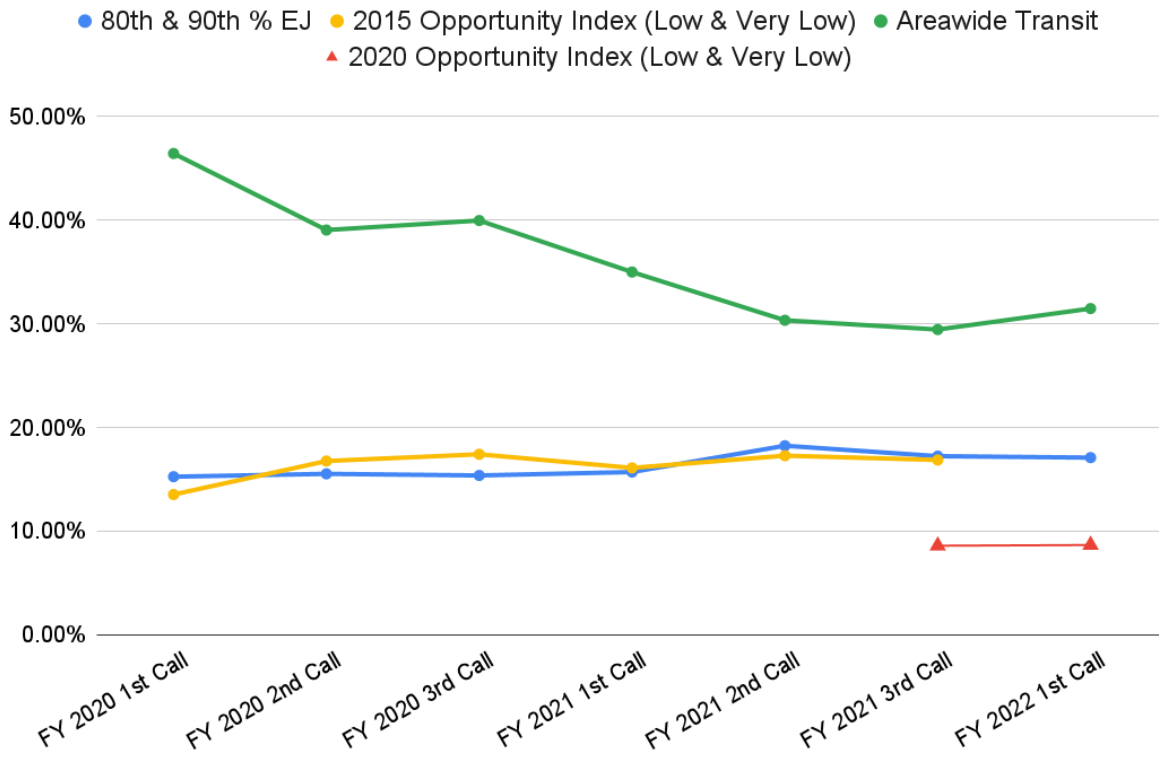
Tracking TIP Investment in Equity Areas

By monitoring investment in EJ and low opportunity areas, WATS Committees can evaluate if enough investment is being made to balance environmental benefits and burdens and to disrupt the effects of historic injustice Throughout the course of 2020-2023 TIP amendments, TIP investment has increased from approximately \$381M to \$609M. Investment in EJ areas has increased from approximately \$58M to \$104M, and the percent of the total TIP value for EJ areas has increased from 15% to 17%. The defined low and very low areas of opportunity changed with the release of the updated 2020 Opportunity Index in April 2021. Since then, investment in low and very low opportunity areas has increased from approximately \$50M to \$52M, and the percent of the total TIP value for low and very low areas has remained relatively flat at 8%.

Investment in Equity Focus Areas



Investment in Equity Focus Areas as % of Total TIP



Action

The Technical Committee recommends that the Policy Committee approve the TIP amendments.

1st Call FY 2022 TIP Amendments

Amendments are changes to projects that are required by the WATS Policy Committee

TIP Changes	Fiscal Year	Job#	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Fund Source
Award	2023		Ann Arbor	Countdown pedestrian signal	State St. at Hill Street, Packard at Hill, Plymouth at Traverwood, Plymouth at Broadway, Plymouth at Masden/Moore, Broadway at Swift	0	Countdown Pedestrian Signals	Countdown Pedestrian Signals	CON	\$19,963		\$2,218	\$22,182	HSIP
Award	2022	211925	Ann Arbor	Hill St.	State to Washtenaw Ave.			In street pedestrian signing, enhanced crosswalk markings, positive contrast street lighting at pedestrian crossings, enhanced intersection stop signing with reflective post sheeting		\$128,885		\$14,120	\$143,205	HSIP
Add	2022	213429	Washtenaw County Road Commission	Packard Rd	Ann Arbor City Limits to Carpenter Rd	0.12	Road Rehabilitation	Rehabilitate roadway	CON	\$372,000	\$0	\$93,000	\$465,000	NH
Fiscal year	2022	204889	Washtenaw County Road Commission	BT Border to Border Segment 02, Phase 2	connecting to Delhi Court			Trail construction		\$2,000,000		\$2,173,600	\$4,173,600	TAP
Fiscal Year	2023	205638	Washtenaw County Road Commission	Carpenter Rd	Carpenter from N. Cloverlane to Ellsworth	1.162	Road Rehabilitation	Rehabilitate roadway	CON	\$471,249	\$0	\$117,812	\$589,061	STU
Award	2023		Washtenaw County Road Commission	North Territorial Rd	600 ft west of Dexter Towhail Rd to Tonta Rd.			Cut hill just west of Dexter Towhail Rd, construct left turn lanes at Dexter Towhail Rd centerline rumbles, curve delineation, replace overhead flashing beacon		\$600,000		\$90,444	\$690,444	HRRR

MDOT Amendments

Fiscal Year	Job no.	Phase	County	Responsible Agency	Project Name	Limits	Length	Primary work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	State Fund Source	Local Budget	Total Phase Cost	Amendment Type	Total Job Cost	Job Type
2021	213052	NI	Washtenaw, Wayne	MDOT	Norfolk Southern Railway	Michigan Line Battle Creek to Dearborn	53.164	RAILTR-RAIL TRCK REHAB	Procurement of Ties, OTM and Ballast	\$4,400,872	SQGR	\$0		\$0	\$4,400,872	PHASE SUSPENDED	\$0.00	Multi-Modal
2021	213052	NI	Washtenaw, Wayne	MDOT	Norfolk Southern Railway	Michigan Line Battle Creek to Dearborn	53.164	RAILTR-RAIL TRCK REHAB	Procurement of Ties, OTM and Ballast	\$4,400,872	SQGR	\$0		\$0	\$4,400,872	PHASE ADD	\$0.00	Multi-Modal
2022	213331	PE	Jackson, Lenawee, Washtenaw, Ingham	MDOT	Regionwide	All trunkline routes in University SEMCOG counties	3.584	Traffic Safety	Durable pavement marking application on University Region trunklines	\$1,688	HSIP	\$188		\$0	\$5,000	PHASE ADD	\$452,500.00	Trunkline
2022	213331	CON	Jackson, Lenawee, Washtenaw, Ingham	MDOT	Regionwide	Trunkline routes in University SEMCOG counties	3.584	Traffic Safety	Durable pavement marking application on University Region trunklines	\$151,032	HSIP	\$16,781		\$0	\$447,500	PHASE ADD	\$452,500.00	Trunkline
2022	213129	CON	Washtenaw	MDOT	US-23	US-23 interchange	1.712	Minor Widening	Add WB to SB loop ramp and EB to NB loop ramp. Replace and widen the bridge to four 12' through lanes with two 10' shoulders and a 12' non-motorized path.; Construct weave lanes on US-23 from I-64 to US-12; reconstruct existing ramps; widen US-12 to Carpenter Rd	\$19,201,069	CPM	\$4,257,782		\$0	\$23,458,850	PHASE ADD	\$23,458,850.00	Trunkline
2022	200202	CON	Washtenaw	MDOT	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Traffic Safety	Operational improvements (operations, add one lane in each direction along US-12 (Michigan Avenue); Construct non-motorized path on the south side of US-12)	\$8,342,152	CPM	\$1,849,848		\$0	\$10,192,000	PHASE BUDGET, CONSTRUCTION LENGTH	\$12,192,000.00	Trunkline

MEMORANDUM

To: Policy Committee
From: Suzann Flowers
Date: October 13, 2021
Re: 1st Call for FY 2022 TIP Modifications for the 2020-2023 TIP

Background

WATS completes administrative modifications as needed for the Transportation Improvement Program (TIP) and provides them to the Committees and the public for their information.

Administrative modifications are minor changes staff make to the TIP as well as MDOT. WATS may modify items such as small cost changes, limits or a year change without Committee approval. WATS and SEMCOG use administrative modifications to expedite the processing of small changes without delaying a project.

Attached is the 1st call for FY 2022 TIP administrative modifications along with a list for MDOT's administrative modifications for informational purposes. The comments field in the spreadsheets outlines the changes that were made to each project.

Action

Review the attached modifications and send any questions to Suzann Flowers at flowerss@miwats.org.

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1st Call FY 2022 TIP Modifications

Modifications are small changes to projects that do not require approval by the WATS Policy Committee

TIP Changes	Fiscal Year	Job#	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Fund Source
Named project	2023	211204	Ann Arbor	Ellsworth Road	S. State Street to Platt Road	1.968	Road Rehabilitation	HMA Patching, joint repairs, & cape seal	CON	\$633,203		\$506,797	\$1,140,000	STU
Decrease budget to align with capital plan	2022	205911	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1206-Bus terminal facility improvements	Transit Capital 5307 Buses, Equip, Facilities, etc	NI	\$865,692	\$216,423	\$0	\$1,082,115	5307
Increase budget to align with capital plan for YTC, BTC, and bus garage studies/design	2022	205911	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1207-architect and engineer	Transit Capital 5307 Buses, Equip, Facilities, etc	NI	\$1,378,098	\$344,524	\$0	\$1,722,622	5307
Increase budget to align with capital plan	2022	205911	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1104-40 foot and greater replacement bus with or without lift	Transit Capital 5307 Buses, Equip, Facilities, etc	NI	\$2,291,368	\$572,842	\$0	\$2,864,210	5307
Change 5339 scope to facilities to consolidate funding sources	2022	205913	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1206-Bus terminal facility improvements	Transit Capital 5339 Facilities Rehabilitations	NI	\$980,607	\$245,152	\$0	\$1,225,759	5339
Decrease mobility mgt. budget to align with RTA 5310 project selections	2022	205914	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1811-misc. (explanation must be provided in work detail)	Transit Capital 5310 Mob. Mgt., Software, Prev. Maint., CapCon	NI	\$32,000	\$8,000	\$0	\$40,000	5310
Change scope to software to align with RTA 5310 project selections	2022	205914	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1404-computers (hardware and software)	Transit Capital 5310 Mob. Mgt., Software, Prev. Maint., CapCon	NI	\$48,000	\$12,000	\$0	\$60,000	5310
Add scope for prev. maint. to align with RTA 5310 project selections	2022	205914	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1801-preventative maintenance	Transit Capital 5310 Mob. Mgt., Software, Prev. Maint., CapCon	NI	\$16,000	\$4,000	\$0	\$20,000	5310
Add scope for cost of contracting to align with RTA 5310 project selections	2022	205914	Ann Arbor Area Transportation Authority	Transit Capital	Areawide	0	SP1802-capital cost of contracting	Transit Capital 5310 Mob. Mgt., Software, Prev. Maint., CapCon	NI	\$49,689	\$12,422	\$0	\$62,111	5310
Add 5310 Operating job to align with RTA 5310 project selections	2022	213447	Ann Arbor Area Transportation Authority	Transit Operating	Areawide	0	3000-Operating Assistance	Transit Operating 5310 FY22	NI	\$90,560	\$0	\$90,560	\$181,120	5310
Funding	2022	205646	Washtenaw County Road Commission	Barker Rd	Barker US-23 to end of Pavement	0.945	Road Rehabilitation	Rehabilitate roadway	CON	\$254,650	\$0	\$61,812	\$316,462	STU
Funding	2022	205668	Washtenaw County Road Commission	Tuttle Hill Rd	Tuttle Hill from Martz to Huron River Dr	2.064	Road Rehabilitation	Rehabilitate roadway	CON	\$543,217	\$0	\$134,583	\$677,800	STU
Funding	2022	205679	Washtenaw County Road Commission	Leforge Rd	Leforge from Clark to Geddes	1.005	Road Rehabilitation	Rehabilitate roadway	CON	\$354,145	\$0	\$85,855	\$440,000	STU

MDOT Administrative Changes

JOB TYPE	JOB ID	PHASE	STIP FISCAL YEAR	ROUTE NAME	LOCATION (REPORT)	LENGTH	MAJOR WORK TYPE	WORK (REPORT)	ESTIMATED FEDERAL FUND AMOUNT	ESTIMATED STATE FUND AMOUNT	ESTIMATED LOCAL FUND AMOUNT	ESTIMATED TOTAL FUND AMOUNT	CHANGE REQUEST REASON
Trunkline	113501	ROW	2023	US-23 BR	I-94 BL to M-14	1.239	Reconstruction	Reconstruct possible ASCRL in sections	\$81,850	\$15,881	\$2,269	\$100,000	Update construction years
Trunkline	113501	ROW	2023	US-23 BR	I-94 BL to M-14	1.239	Reconstruction	Reconstruct possible ASCRL in sections	\$81,850	\$15,881	\$2,269	\$100,000	Update Project Manager and Road Leader
Trunkline	113542	ROW	2021	M-17	Normal to Mich, I-94 to Mich, Hamilton to Ecorse	1.736	Milling and Two Course Asphalt Resurfacing	Mill & resurface; Concrete patches. Road diet w/ buffered bike lanes	\$61,388	\$13,613	\$0	\$75,000	Add construction dates. Increase PE to account for projected costs. Changed Project Manager to Jack Rick.
Trunkline	113542	CON	2022	M-17	Normal to Mich, I-94 to Mich, Hamilton to Ecorse	1.736	Milling and Two Course Asphalt Resurfacing	Mill & resurface; Concrete patches. Road diet w/ buffered bike lanes	\$5,500,320	\$1,219,680	\$0	\$6,720,000	Add construction dates. Increase PE to account for projected costs. Changed Project Manager to Jack Rick.
Trunkline	120363	PE	2021	TSC-wide	Various locations in Washtenaw and Monroe counties	0.000	Traffic Flow Improvement	Traffic signal modernization and actuation	\$390,000	\$0	\$0	\$390,000	Change request to revise locations and cost. The other locations became part of another project, JN 202741, 209612, or were deemed not a priority.
Trunkline	120363	ROW	2022	TSC-wide	Various locations in Washtenaw and Monroe counties	0.000	Traffic Flow Improvement	Traffic signal modernization and actuation	\$40,000	\$0	\$0	\$40,000	Change request to revise locations and cost. The other locations became part of another project, JN 202741, 209612, or were deemed not a priority.
Trunkline	120366	PE	2021	TSC-side	Various Locations - Brighton TSC	6.836	Traffic Signals	Traffic signal optimization	\$480,000	\$0	\$0	\$480,000	Update to location description. Move PE phase to FY21.
Trunkline	120366	CON	2023	TSC-side	Various Locations - Brighton TSC	6.836	Traffic Signals	Traffic signal optimization	\$20,000	\$0	\$0	\$20,000	Update to location description. Move PE phase to FY21.
Trunkline	120366	PE	2021	TSC-wide	Various Locations - Brighton TSC	6.836	Traffic Signals	Traffic signal optimization	\$480,000	\$0	\$0	\$480,000	Typo correction in Major Route
Trunkline	120366	CON	2023	TSC-wide	Various Locations - Brighton TSC	6.836	Traffic Signals	Traffic signal optimization	\$20,000	\$0	\$0	\$20,000	Typo correction in Major Route
Trunkline	200202	PE	2019	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$1,227,750	\$272,250	\$0	\$1,500,000	For the purpose of constructability, the work at the US-23 interchange, merge weave lanes, and US-12 from US-23 interchange to Carpenter will be done with new JN 213129, and packaged with JN 210085. Let date is delayed to allow sufficient time to acquire ROW.
Trunkline	200202	ROW	2021	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$2,046,250	\$453,750	\$0	\$2,500,000	For the purpose of constructability, the work at the US-23 interchange, merge weave lanes, and US-12 from US-23 interchange to Carpenter will be done with new JN 213129, and packaged with JN 210085. Let date is delayed to allow sufficient time to acquire ROW.

Trunkline	200202	CON	2022	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$8,342,152	\$1,849,848	\$0	\$10,192,000	For the purpose of constructability, the work at the US-23 interchange, merge weave lanes, and US-12 from US-23 interchange to Carpenter will be done with new JN 213129, and packaged with JN 210085. Let date is delayed to allow sufficient time to acquire ROW.
Trunkline	200202	PE	2019	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$1,227,750	\$272,250	\$0	\$1,500,000	Revised PM to Jayme Rubley per TSC request.
Trunkline	200202	ROW	2021	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$2,046,250	\$453,750	\$0	\$2,500,000	Revised PM to Jayme Rubley per TSC request.
Trunkline	200202	CON	2022	US-12	US-12 from west of Platt Rd to west of US-23 interchange	0.948	Intersection Improvements	Operational improvements	\$8,342,152	\$1,849,848	\$0	\$10,192,000	Revised PM to Jayme Rubley per TSC request.
Trunkline	201015	CON	2022	I-94	Washtenaw/Jackson County Line to Freer	6.542	Milling and Two Course Asphalt Resurfacing	Two course mill & resurface	\$26,910,511	\$2,990,057	\$0	\$29,900,568	Update construction years
Trunkline	201015	CON	2022	I-94	Washtenaw/Jackson County Line to Freer	6.542	Milling and Two Course Asphalt Resurfacing	Two course mill & resurface	\$26,910,511	\$2,990,057	\$0	\$29,900,568	Updating Project Manager and Road Leader.
Trunkline	202036	CON	2022	I-94 E	7 bridges in western Washtenaw County	0.000	Deck Replacement	Epoxy Overlays, deck replacement	\$5,031,665	\$559,074	\$0	\$5,590,738	Changed scope of work at Kalmbach Rd over I-94 to a deck replacement. The condition of the deck at Kalmbach Rd over I-94 has changed since this project was programmed. The deck surface, deck bottom and overall deck rating are all poor. A full deck replacement will improve the condition and extend the life of this structure. The region will accommodate the budget increase with a template transfer in the 2027 CFP.
Trunkline	202741	CON	2021	Regionwide	Various Locations in University Region	0.000	Traffic Signals	Traffic Signal Modernization; connected vehicle installations	\$2,530,000	\$0	\$0	\$2,530,000	Add anticipated construction start date and year. Increase ROW for cost to date and estimate to complete the phase work.
Trunkline	204072	CON	2021	M-52	Dutch Drive to I-94	9.735	Multiple Course Micro-Surfacing	Multiple course microsurface	\$1,248,213	\$276,788	\$0	\$1,525,000	Update construction years
Trunkline	204943	CON	2023	US-23 SB	4 structures on US-23 / M-14	0.000	Overlay - Epoxy	Epoxy Overlay, Steel Repairs	\$1,671,779	\$370,713	\$0	\$2,042,490	Added construction years.
Trunkline	205508	CON	2023	US-23	Plank Road & Milan Oakville over US-23, US-23 over Saline River	0.000	Bridge Replacement	Bridge Replacement and CPM Repairs	\$6,036,988	\$1,338,685	\$0	\$7,375,672	Added 3 structures into this project: Milan Oakville Rd over US-23, US-23 NB over Saline River and US-23 SB over Saline River. These bridges are in close proximity to Plank Road over US-23. Adding them into this project will provide an economy of scale savings by working on them within the same project. Maintaining traffic will be coordinated with all of the structures.
Trunkline	205652	CON	2022	US-23	Stony Creek Road & Willis Road over US-23	0.000	Deck Replacement	Deck Replacement, steel repairs, substructure repairs, and approach work	\$4,455,501	\$987,994	\$0	\$5,443,495	Added construction year.
Trunkline	205652	CON	2022	US-23	Stony Creek Road & Willis Road over US-23	0.000	Deck Replacement	Deck Replacement, steel repairs, substructure repairs, and approach work	\$4,455,501	\$987,994	\$0	\$5,443,495	Updated plan completion date and let date to match packaged road job number 210085.
Trunkline	205833	PE	2020	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$67,500	\$6,562	\$938	\$75,000	Add ROW Phase, delay let date to allow time for ROW Cert, delete section of sidewalk per local community request, add CON funding to relocate streetlight
Trunkline	205833	ROW	2021	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$45,000	\$4,375	\$625	\$50,000	Add ROW Phase, delay let date to allow time for ROW Cert, delete section of sidewalk per local community request, add CON funding to relocate streetlight
Trunkline	205833	CON	2022	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$171,275	\$16,652	\$2,379	\$190,306	Add ROW Phase, delay let date to allow time for ROW Cert, delete section of sidewalk per local community request, add CON funding to relocate streetlight
Trunkline	205833	PE	2020	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$67,500	\$6,562	\$938	\$75,000	Change in PM.
Trunkline	205833	ROW	2021	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$45,000	\$4,375	\$625	\$50,000	Change in PM.
Trunkline	205833	CON	2022	M-17	M-17 sidewalk gaps in Ann Arbor, Ypsilanti Twp & Ypsilanti	0.095	Pedestrian/Bike Safety Improvements	Construct sidewalk	\$171,275	\$16,652	\$2,379	\$190,306	Change in PM.
Trunkline	206241	EPE	2019	US-23 N	US-23 Geddes Rd to Ellsworth	3.155	Construct Median Barrier	Construct median cable barrier	\$22,500	\$2,500	\$0	\$25,000	Update construction years
Trunkline	206241	PE	2020	US-23 N	US-23 Geddes Rd to Ellsworth	3.155	Construct Median Barrier	Construct median cable barrier	\$316,319	\$35,147	\$0	\$351,465	Update construction years
Trunkline	206241	CON	2022	US-23 N	US-23 Geddes Rd to Ellsworth	3.155	Construct Median Barrier	Construct median cable barrier	\$1,808,430	\$200,937	\$0	\$2,009,367	Update construction years
Trunkline	206241	PE	2020	US-23 N	US-23 Geddes Rd to Ellsworth	3.155	Construct Median Barrier	Construct median cable barrier	\$316,319	\$35,147	\$0	\$351,465	Change in PM.
Trunkline	206241	CON	2022	US-23 N	US-23 Geddes Rd to Ellsworth	3.155	Construct Median Barrier	Construct median cable barrier	\$1,808,430	\$200,937	\$0	\$2,009,367	Change in PM.
Trunkline	208673	CON	2021	US-23 N	Slate Line to Ida Center Rd	10.200	Full Depth Concrete Pavement Repair	Concrete Pavement repair	\$517,292	\$114,708	\$0	\$632,000	Update construction dates
Trunkline	208686	CON	2022	US-12	US-12 Maple to Industrial	1.202	Milling & One Course Asphalt Overlay	Single course mill and resurface	\$871,703	\$193,298	\$0	\$1,065,000	Update construction years
Trunkline	208686	CON	2022	US-12	US-12 Maple to Industrial	1.202	Milling & One Course Asphalt Overlay	Single course mill and resurface	\$871,703	\$193,298	\$0	\$1,065,000	Updating the project manager.
Trunkline	208687	CON	2021	TSC Wide	Brighton TSC Wide (Livingston, Washtenaw, Monroe counties)	0.000	Asphalt Crack Treatment	Crack treatment	\$249,643	\$55,358	\$0	\$305,000	Need additional funds for final engineers estimate

Trunkline	208856	CON	2022	US-23	Willow Road over US-23	0.000	Substructure Repair	Healer sealer, Substructure Repairs	\$239,744	\$53,163	\$0	\$292,906	Increased road and bridge construction budget to reflect specs and estimate's plan review estimate.
Trunkline	208856	CON	2022	US-23	Willow Road over US-23	0.000	Substructure Repair	Healer sealer, Substructure Repairs	\$239,744	\$53,163	\$0	\$292,906	Updated plan completion date and let date to match packaged road job number 210085.
Trunkline	208857	CON	2022	US-23	Bemis and Carpenter Roads over US-23	0.000	Overlay - Epoxy	Epoxy Overlay, Healer Sealer, Substructure Patching	\$1,237,177	\$274,340	\$0	\$1,511,517	Updated plan completion date and let date to match packaged road job number 210085.
Trunkline	209147	PE	2023	M-14 E	M-14, US-23 in Washtenaw County	16.006	ITS Infrastructure and Device Installation	Install ITS Devices	\$272,079	\$60,333	\$0	\$332,412	This job is selected to use National Highway Freight Program (NHFP) funds. CR to change Major Fin Sys to NHFP for the CON phase only. Subsequent comment added to PI.
Trunkline	209503	PE	2020	TSC-wide	Various Locations - Brighton TSC	0.000	Traffic Signals	Modernizing signalized intersection to current standards	\$503,097	\$0	\$0	\$503,097	Add anticipated construction year and start date.
Trunkline	209503	ROW	2022	TSC-wide	Various Locations - Brighton TSC	0.000	Traffic Signals	Modernizing signalized intersection to current standards	\$45,000	\$0	\$0	\$45,000	Add anticipated construction year and start date.
Trunkline	209612	PE	2020	US-12BR	Huron St Over I-94	0.779	Bike/Pedestrian facility improvements	Non-motorized path	\$245,550	\$0	\$54,450	\$300,000	Revised the agencies for local TAP funding match following discussions with D. Thompson and M. Sweeney
Trunkline	209612	CON	2022	US-12BR	Huron St Over I-94	0.779	Bike/Pedestrian facility improvements	Non-motorized path	\$2,415,614	\$50,942	\$660,000	\$3,126,556	Revised the agencies for local TAP funding match following discussions with D. Thompson and M. Sweeney
Trunkline	210043	CON	2021	I-94	from Freer to Parker	5.510	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, bridge preservation	\$17,814,444	\$1,979,382	\$0	\$19,793,826	Update construction years
Trunkline	210045	CON	2022	US-23	north of Spencer Road to M-59; North of Crouse Road to South of Clyde Road	7.850	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, CO5-47014 culvert replacement	\$34,650,380	\$7,683,622	\$0	\$42,334,000	Corrected location description and added milling and filling the HMA portion of the Clyde Road ramps.
Trunkline	210068	ROW	2021	US-23	M-36 to one mile north of Spencer Rd	7.329	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$0	\$3,500,000	\$0	\$3,500,000	Construction dates
Trunkline	210068	CON	2022	US-23	M-36 to one mile north of Spencer Rd	7.329	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$22,237,772	\$121,131,159	\$0	\$143,368,931	Construction dates
Trunkline	210068	ROW	2021	US-23	South of M-36 to one mile north of Spencer Rd	7.378	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$0	\$3,500,000	\$0	\$3,500,000	Update bridge fixes and costs to reflect information from the Bridge scopes, adjust mileposts
Trunkline	210068	CON	2022	US-23	South of M-36 to one mile north of Spencer Rd	7.378	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$18,525,133	\$109,593,606	\$0	\$128,118,739	Update bridge fixes and costs to reflect information from the Bridge scopes, adjust mileposts
Trunkline	210068	ROW	2021	US-23	South of M-36 to one mile north of Spencer Rd	7.378	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$0	\$3,500,000	\$0	\$3,500,000	Updating Project Manager and Road Leader.
Trunkline	210068	CON	2022	US-23	South of M-36 to one mile north of Spencer Rd	7.378	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay, flex route, bridge replacement & widening	\$18,525,133	\$109,593,606	\$0	\$128,118,739	Updating Project Manager and Road Leader.
Trunkline	210085	CON	2022	US-23	Stony Creek to Ellsworth	6.744	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay	\$26,355,700	\$5,844,300	\$0	\$32,200,000	Delay let date to accommodate TIP amendment. Funding from JN 210085 (\$5 million) will be transferred to the Operations Template to cover the reconstruction of the existing ramps and construction of the merge weave lanes for JN 213129.
Trunkline	210085	CON	2022	US-23	Stony Creek to Ellsworth	6.744	Milling and Two Course Asphalt Resurfacing	Milling and two-course overlay	\$26,355,700	\$5,844,300	\$0	\$32,200,000	Updating the project manager.
Trunkline	211017	PE	2021	US-23 N	TSC-wide US-23	80.831	Freeway Sign Replacement	TSC-wide - US-23 Freeway Signing Engineering, Design and Update	\$1,000,000	\$0	\$0	\$1,000,000	Location and Work descriptions have been updated to reflect the requirements of PI. TSC-wide and Brighton TSC have been added respectively.
Trunkline	211177	CON	2022	TSC Wide	Brighton TSC Wide crack treatment (Livingston, Washtenaw, Monroe counties)	0.000	Asphalt Crack Treatment	Creek sealing	\$229,180	\$50,820	\$0	\$280,000	Update construction years
Trunkline	211177	CON	2022	TSC Wide	Brighton TSC Wide crack treatment (Livingston, Washtenaw, Monroe counties)	0.000	Asphalt Crack Treatment	Creek sealing	\$229,180	\$50,820	\$0	\$280,000	Updating the project manager.
Trunkline	211637	CON	2021	I-94	Grove Street over I-94	0.000	Miscellaneous Bridge	Add pedestrian fencing	\$230,612	\$51,138	\$0	\$281,750	Job was advertised in May as a small business contract. No bid were received. Project will be re-let in August.
Trunkline	211802	PE	2022	US-23	US-23 from M-14 east Tri-Level to Geddes Road	3.265	Construct Median Barrier	Construct median cable barrier	\$152,992	\$16,999	\$0	\$169,991	Update construction years
Trunkline	211802	PE	2022	US-23	US-23 from M-14 east Tri-Level to Geddes Road	3.265	Construct Median Barrier	Construct median cable barrier	\$152,992	\$16,999	\$0	\$169,991	Change in PM
Trunkline	211811	CON	2021	M-17	from Huron Street to Summit Street	0.558	Milling and Two Course Asphalt Resurfacing	Two course mill and resurface	\$837,735	\$185,765	\$0	\$1,023,500	Update construction years
Trunkline	211818	PE	2022	US-23 S	US-23 and M-14 Trilevel interchange ramps	0.471	High Friction Surface	High friction surface treatment	\$31,244	\$3,472	\$0	\$34,715	Update construction years
Trunkline	211818	CON	2023	US-23 S	US-23 and M-14 Trilevel interchange ramps	0.471	High Friction Surface	High friction surface treatment	\$508,998	\$56,555	\$0	\$565,553	Update construction years

Trunkline	211818	PE	2022	US-23 S	US-23 and M-14 Trilevel interchange ramps	0.471	High Friction Surface	High friction surface treatment	\$31,244	\$3,472	\$0	\$34,715	Change in PM.
Trunkline	211818	CON	2023	US-23 S	US-23 and M-14 Trilevel interchange ramps	0.471	High Friction Surface	High friction surface treatment	\$508,998	\$56,555	\$0	\$565,553	Change in PM.
Trunkline	211825	PE	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$60,587	\$6,732	\$0	\$67,319	Update construction start date
Trunkline	211825	CON	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$830,039	\$92,226	\$0	\$922,265	Update construction start date
Trunkline	211825	PE	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$60,587	\$6,732	\$0	\$67,319	Change in PM.
Trunkline	211825	CON	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$830,039	\$92,226	\$0	\$922,265	Change in PM.
Trunkline	211825	PE	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$22,787	\$2,532	\$0	\$25,319	reduce PE phase by \$42,000 and increase A phase by \$92,000 due to increased construction cost
Trunkline	211825	CON	2021	US-23 S	US-23 State line to I-94; US-23 Spencer to County Line; M-14/USBR23,	60.263	Delineation	Delineation	\$912,839	\$101,426	\$0	\$1,014,265	reduce PE phase by \$42,000 and increase A phase by \$92,000 due to increased construction cost
Trunkline	213128	CON	2022	US-23	Stony Creek to Ellsworth, US-12 from US-23 to Carpenter	7.311	Fence Upgrading	Tree removal and clearing in advance of road construction	\$147,330	\$32,670	\$0	\$180,000	Updating the project manager.

MEMORANDUM

TO: WATS Policy Committee
FROM: Leigh Greden, WATS Policy Committee Vice Chair
RE: 2019-2021 performance evaluation of Director Ryan Buck
DATE: September 1, 2021

Executive Summary

The WATS Executive Committee (consisting of myself, Chair Brian Marl, and Treasurer Jason Morgan) has completed the evaluation of Ryan Buck's job performance for the 2019-2021 time period. As outlined in more detail in this memo:

- Ryan received outstanding evaluations from the Policy Committee, Technical Committee, external partners, and WATS staff. There were, thankfully, no negative comments and a few helpful suggestions for Ryan's continued improvement.
- The WATS Executive Committee benchmarked Ryan's salary, which has not changed since 2017. Based on Ryan's excellent job performance and the benchmarking data, **the Executive Committee recommends that the Policy Committee increase Ryan's annual salary from \$92,700 to \$102,000, effective October 15, 2021.** This would constitute a 10% increase in salary (or 2.5% per year over the last four years).
- In light of Ryan's excellent job performance (as reflected in the various evaluations) and the fact that he has not received any change in salary since 2017, **the Executive Committee also recommends that Ryan receive a one-time bonus of \$4,000.**

Process Overview

As outlined in the email I sent to the Policy Committee on July 23, 2021, I coordinated (on behalf of the Executive Committee) a comprehensive evaluation of Ryan's job performance dating back to July 1, 2019. We asked respondents to evaluate Ryan's job performance over a two-year timeframe because (1) WATS has not conducted a comprehensive evaluation of Ryan's job performance in several years and (2) we wanted the review period to include some of Ryan's work before the COVID-19 pandemic.

The following process was used in the evaluation process:

- Members of the WATS **Technical Committee** were asked to answer a series of questions relevant to their work with Ryan. Ten members of the Technical Committee responded to the questionnaire.

- **External partners** who work closely with Ryan were asked to provide short open-ended written comments about their work with Ryan. Four external partners participated in this process.
- The WATS **employees** were asked to provide open-ended written comments about Ryan’s leadership of WATS. 100% of the staff participated in this process.
- The members of the WATS **Policy Committee** were asked to answer a series of questions relevant to their work with Ryan. Nine members of the Policy Committee responded to the questionnaire.

The Executive Committee reviewed the information generated through this process (outlined below) and developed the recommendation to adjust Ryan’s salary and pay Ryan a one-time bonus.

Technical Committee Evaluations

The members of the Technical Committee were asked to evaluate Ryan on six topics key to the success of WATS and targeted to their work with Ryan: knowledge of the transportation planning process; work style with the Technical Committee; written communications; verbal communications; demeanor; and integrity. Ten members of the Technical Committee completed evaluations. Ryan received only “very good” and “excellent” marks in all of these categories, with the vast majority of respondents scoring his performance as “excellent” (which is the highest score possible).

Written comments included:

- Ryan is “very stable while being pro-active, engaged, on top of details...”
- “... he is comfortable saying “I don’t know” rather than speculating.”
- “He has called to discuss agenda items in advance of a meeting to seek input.”
- “He’s always willing to answer questions.”
- “Ryan has the ability to relate complex and challenging information so the general public can understand it.”

External Partners Evaluations

External partners who work closely with WATS were asked to evaluate Ryan through open-ended written feedback. Four partners responded with evaluations. All of the respondents provided extremely favorable comments about Ryan’s job performance. Written comments included:

- “Ryan is responsive to [our] needs and requests as part of our budgeting and work program development.”
- “Under Ryan’s leadership, WATS is a leader in development of various studies and programs that are often modeled by other organizations.”
- “Ryan consistently and ethically leads WATS in meeting their financial and reporting requirements.”
- “Prior to Ryan's promotion to Director, WATS’ participation [with our group] was primarily through their director. The staff rarely participated in most activities. During Ryan's tenure, WATS staff has played a large role in the association, often volunteering for leadership roles. The change in philosophy has benefited everyone across the state.”
- “As Chair of the Michigan Transportation Planning Association (MTPA), Ryan has been a tremendous asset for me. He's often the first person I discuss issues with. I feel his technical knowledge, communications skills, and overall commitment to ethics are among the best in the state.”

Staff Evaluations

All of the WATS employees were asked to evaluate Ryan through open-ended written feedback. All of the employees responded with evaluations. All of the respondents provided extremely favorable comments about Ryan’s job performance. Written comments included:

- “Ryan has fostered my professional development by allowing me to explore different planning related topics and activities that are of interest to me personally.”
- “Ryan values new perspectives and ideas and encourages his staff to collaborate as a team when solving problems and discussing planning related topics.”
- “Technically, Ryan has a good understanding of the work that needs to be done. When new tools become available, such as new data tools or best practices for data analysis, Ryan takes an interest in learning those new skills alongside staff.”
- “Ryan maintains a strong understanding of current and new technologies (from modeling and mapping, to communication and design softwares), and facilitates staff updates and use of these tools.”
- “I have enjoyed working for Ryan, and am pleased with the level of respect he has cultivated for WATS as an innovative, professional agency. Echoes of WATS/our products and practices (Long Range Plan, DEI efforts, etc.) can be

seen being replicated in various other agencies.”

- “Overall, I have found Ryan to be supportive, compassionate, and open to new ideas provided by staff throughout my time at WATS. As professionals, it is nice to work with someone that does not micro-manage every aspect of your work and provides the latitude needed to be creative while accomplishing the core duties of the agency.”
- “I have always been proud of the reputation that our agency has built under Ryan’s leadership and have never worried about his integrity as a person and as a member of the WATS team.”

Policy Committee Evaluations

The members of the Policy Committee were asked to evaluate Ryan on eight topics key to the success of WATS: financial management; WATS priorities; technical competence; written communications; verbal communications; integrity; compliance; and outreach. Nine members of the Committee completed evaluations. Ryan received only “very good” and “excellent” marks in all of these categories, with the vast majority of respondents scoring his performance as “excellent” (which is the highest score possible).

Written comments included:

- “Mr. Buck exceeds all expectations, consistently and with grace...”
- “He’s pleasant, humble, pro-active, and hard-working.”

Compensation Benchmarking

As part of our review, we assessed compensation paid to the director (or comparable leadership role) at peer organizations. We concluded that Ryan’s compensation is on the low end of peer organizations. If requested, I would be happy to provide additional information about the benchmarking analysis.

Recommendation

The Executive Committee recommends that the Policy Committee approve the following changes to Ryan’s compensation:

- WATS should increase Ryan’s annual salary from \$92,700 to \$102,000, which represents an increase of 10%, or 2.5% per year. This change would bring Ryan’s salary closer to peer benchmarking.
- WATS should pay Ryan a one-time bonus of \$4,000.

These recommendations are based on the following:

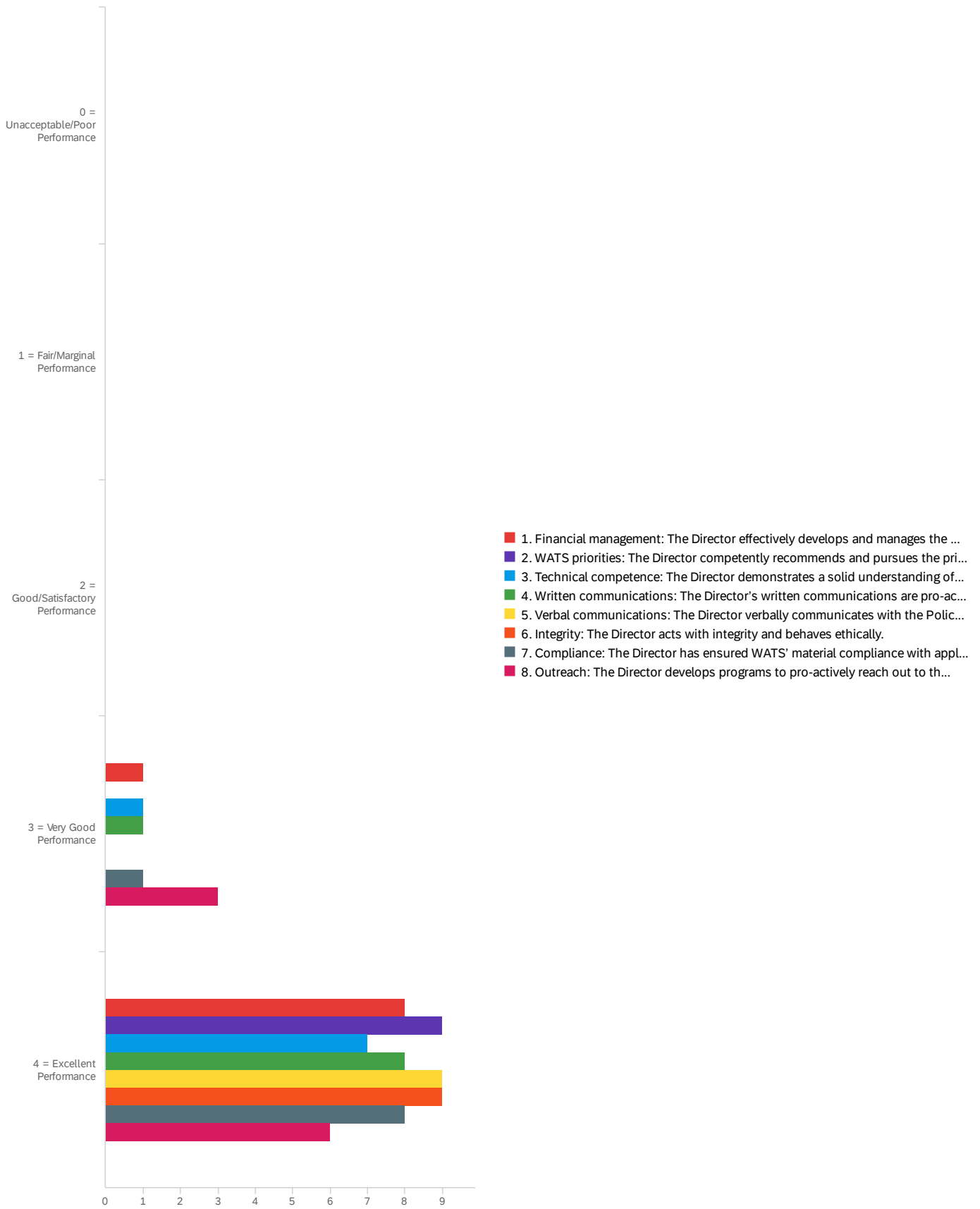
- Ryan's excellent job performance during the 2019-2021 reporting period (as measured by the evaluations/feedback from the Policy Committee, Technical Committee, external partners, and staff);
- The benchmarking analysis which illustrates that Ryan's compensation is on the low end of our peers; and
- Ryan has not received any increase in salary or bonus since 2017.

Default Report

2021 Policy Committee Performance Evaluation of Ryan Buck, Director of WATS

August 9, 2021 7:20 AM EDT

Q2 - Please select one response for every statement below:



Field Minimum Maximum Mean Std Deviation Variance Count

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	1. Financial management: The Director effectively develops and manages the WATS budget and exercises good judgment in recommending and expending WATS funds.	4.00	5.00	4.89	0.31	0.10	9
2	2. WATS priorities: The Director competently recommends and pursues the priorities of the Policy Committee through programs, communications, and other activities.	5.00	5.00	5.00	0.00	0.00	9
3	3. Technical competence: The Director demonstrates a solid understanding of the transportation planning processes managed by WATS.	4.00	5.00	4.88	0.33	0.11	8
4	4. Written communications: The Director's written communications are pro-active, accurate, coherent, organized, and provide relevant information.	4.00	5.00	4.89	0.31	0.10	9
5	5. Verbal communications: The Director verbally communicates with the Policy Committee in a way that conveys relevant and accurate information, is easy to understand, and welcomes WATS Policy Committee members to participate and be heard.	5.00	5.00	5.00	0.00	0.00	9
6	6. Integrity: The Director acts with integrity and behaves ethically.	5.00	5.00	5.00	0.00	0.00	9
7	7. Compliance: The Director has ensured WATS' material compliance with applicable government regulations.	4.00	5.00	4.89	0.31	0.10	9
8	8. Outreach: The Director develops programs to pro-actively reach out to the community and welcome community participation.	4.00	5.00	4.67	0.47	0.22	9

#	Field	0 = Unacceptable/Poor Performance	1 = Fair/Marginal Performance	2 = Good/Satisfactory Performance	3 = Very Good Performance	4 = Excellent Performance	Total
1	1. Financial management: The Director effectively develops and manages the WATS budget and exercises good judgment in recommending and expending WATS funds.	0.00% 0	0.00% 0	0.00% 0	11.11% 1	88.89% 8	9
2	2. WATS priorities: The Director competently recommends and pursues the priorities of the Policy Committee through programs, communications, and other activities.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 9	9
3	3. Technical competence: The Director demonstrates a solid understanding of the transportation planning processes managed by WATS.	0.00% 0	0.00% 0	0.00% 0	12.50% 1	87.50% 7	8

#	Field	0 = Unacceptable/Poor Performance	1 = Fair/Marginal Performance	2 = Good/Satisfactory Performance	3 = Very Good Performance	4 = Excellent Performance	Total
4	4. Written communications: The Director's written communications are pro-active, accurate, coherent, organized, and provide relevant information.	0.00% 0	0.00% 0	0.00% 0	11.11% 1	88.89% 8	9
5	5. Verbal communications: The Director verbally communicates with the Policy Committee in a way that conveys relevant and accurate information, is easy to understand, and welcomes WATS Policy Committee members to participate and be heard.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 9	9
6	6. Integrity: The Director acts with integrity and behaves ethically.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 9	9
7	7. Compliance: The Director has ensured WATS' material compliance with applicable government regulations.	0.00% 0	0.00% 0	0.00% 0	11.11% 1	88.89% 8	9
8	8. Outreach: The Director develops programs to pro-actively reach out to the community and welcome community participation.	0.00% 0	0.00% 0	0.00% 0	33.33% 3	66.67% 6	9

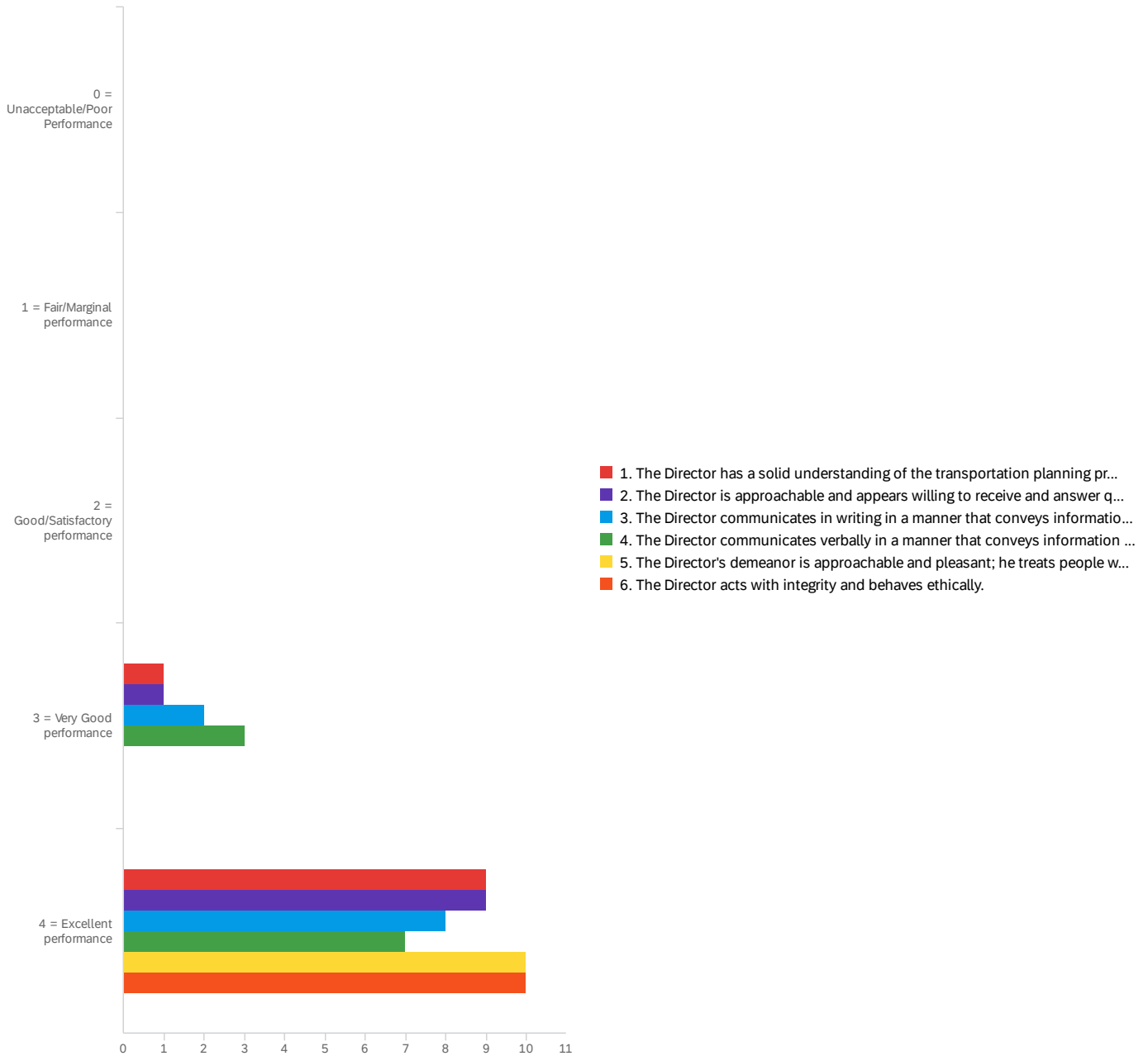
Showing rows 1 - 8 of 8

Default Report

2021 WATS Technical Committee Evaluation of Ryan Buck, Director of WATS

August 9, 2021 7:11 AM EDT

Q2 - Please select one response for every statement below:



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	1. The Director has a solid understanding of the transportation planning processes managed by WATS.	4.00	5.00	4.90	0.30	0.09	10

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
2	2. The Director is approachable and appears willing to receive and answer questions from Technical Committee members.	4.00	5.00	4.90	0.30	0.09	10
3	3. The Director communicates in writing in a manner that conveys information that is accurate, relevant, organized, and coherent.	4.00	5.00	4.80	0.40	0.16	10
4	4. The Director communicates verbally in a manner that conveys information that is accurate, relevant, organized, and coherent.	4.00	5.00	4.70	0.46	0.21	10
5	5. The Director's demeanor is approachable and pleasant; he treats people with respect.	5.00	5.00	5.00	0.00	0.00	10
6	6. The Director acts with integrity and behaves ethically.	5.00	5.00	5.00	0.00	0.00	10

#	Field	0 = Unacceptable/Poor Performance	1 = Fair/Marginal performance	2 = Good/Satisfactory performance	3 = Very Good performance	4 = Excellent performance	Total
1	1. The Director has a solid understanding of the transportation planning processes managed by WATS.	0.00% 0	0.00% 0	0.00% 0	10.00% 1	90.00% 9	10
2	2. The Director is approachable and appears willing to receive and answer questions from Technical Committee members.	0.00% 0	0.00% 0	0.00% 0	10.00% 1	90.00% 9	10
3	3. The Director communicates in writing in a manner that conveys information that is accurate, relevant, organized, and coherent.	0.00% 0	0.00% 0	0.00% 0	20.00% 2	80.00% 8	10
4	4. The Director communicates verbally in a manner that conveys information that is accurate, relevant, organized, and coherent.	0.00% 0	0.00% 0	0.00% 0	30.00% 3	70.00% 7	10
5	5. The Director's demeanor is approachable and pleasant; he treats people with respect.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 10	10
6	6. The Director acts with integrity and behaves ethically.	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 10	10

Showing rows 1 - 6 of 6

MEMORANDUM

To: Policy Committee
From: Nick Sapkiewicz
Date: October 7, 2021
Re: Public Transportation Agency Safety Plan and Safety Targets

Background

As part of the ongoing monitoring and updating of federal performance measures, TheRide has developed the required Public Transportation Agency Safety Plan (PTASP) and Safety Targets. The PTASP seeks to develop and implement safety plans that establish processes/procedures which ensure the successful execution of Safety Management Systems (SMS). Key elements of the PTASP include:

- Scalable requirements for the identification, assessment, and mitigation of risks and strategies to minimize exposure to hazards.
- Safety performance targets are based upon measures established by the Federal Transit Administration's (FTA) National Public Transportation Safety Plan (NSP).
- A process and timeline for conducting an annual review and update of the safety plan.

The safety targets within the PTASP are included on the following page.

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

Safety Performance Targets

The Ann Arbor Area Transportation Authority has specified its SPT's based upon the safety performance measures established under the National Public Transportation Safety Plan. Performance targets are set by the Safety Officer and Chief Safety Officer with the approval of the Chief Executive Officer

The agency reviews the safety performance data as reported to the NTD for the previous 5 years as it sets its future targets. The absolute goal of zero is taken into consideration as part of this review of actual values as the agency works to create realistic attainable targets. The agency seeks to obtain a 3% reduction in the number of injuries, safety events and major mechanical failures affecting its operations.

Mode of Transit Service	Fatalities (total)	Fatalities Per 100 K VRM	Injuries (total)	Injuries Per 100 K VRM	Safety Events (total)	Safety Events Per 100 K VRM	System Reliability VRM / Failures
Fixed Route Bus	0	0	5.4	.16	13.0	.39	24936
ADA / Paratransit	0	0	0.8	.03	0.6	.02	147150

A copy of TheRide's PTASP can be found [here](#).

WATS' responsibilities regarding the transit safety targets include:

- Receive metro transit agency targets as part of the PTASP
- Policy Committee action to support transit agency safety targets
- Include a description and discussion of the safety targets in Long Range Plans and TIP

During the Technical Committee's discussion and recommendation to the Policy Committee, the notion of matching SEMCOG's regional transit targets was discussed. The regional target includes a reduction of 10% from NTD baseline data and achieves a level of aspirational consistency at the regional level. TheRide agree with being held to the SEMCOG target, however after a subsequent review found the targets listed in their PTASP to be more aggressive than the regional targets. Adopting both TheRide's internal targets and the regional targets would not present a conflict for TheRide.

Action

The Technical Committee recommend the Policy Committee acknowledge receipt of, accept and adopt the TheRide's PTASP and Safety Targets within. The WATS Technical Committee also recommend supporting SEMCOG's regional targets.

(Note: Upon Policy Committee approval, a link to TheRide's PTASP and the Policy Committee action date will be added to the Long Range Plan.)