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NOTICE OF MEETING

POLICY COMMITTEE

December 20, 2023

TIME: 9:30 AM

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

AGENDA:

1. Call to Order/Introductions
2. Approval of the Agenda
3. Approval of Minutes – November 15, 2023 Policy Committee Meeting (attached) – Action
4. Public Participation
5. Communications and Announcements
6. Checks over \$500
7. Old Business
8. New Business
 - A. FY 2025 Unified Planning Work Program (link in memo) - Action
 - B. What is WATS: Agency Background and Primary Responsibilities - Presentation
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
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

DRAFT Meeting Minutes

WATS POLICY COMMITTEE

DATE: November 15th, 2023

TIME: 9:30 AM

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

Members Present: City of Saline - Brian Marl (*Chair*)
Eastern Michigan University - Leigh Greden (*Vice Chair*)
AAATA - Matt Carpenter
City of Ann Arbor - Erica Briggs
City of Dexter - Shawn Keough
City of Milan - Josh Kofflin
MDOT University Region - Mike Davis
Pittsfield Charter Township - Jessica West
Scio Township - John Reiser
University of Michigan - Kimberly Kiernan
Washtenaw County Road Commission - Barb Fuller
Ypsilanti Township - Brenda Stumbo

Members Absent: Ann Arbor Township - Diane O'Connell
City of Chelsea - Charles Wiseley
Dexter Township - Vacant
Northfield Township - Ken Dignan
SWWCOG - Ron Miley
Superior Charter Township - Lisa Lewis
WCBOC - Caroline Sanders

Others Present: Paul Montagno (Carlisle | Wortman representing the City of Chelsea), Suzann Flowers (City of Ann Arbor), Ryan Buck (WATS), Nick Sapkiewicz (WATS), Maggie Huntley (WATS), Anton Schauerte (WATS)

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1. CALL TO ORDER / INTRODUCTIONS

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

2. APPROVAL OF THE AGENDA

An amendment to modify the agenda to include a new agenda item - 8.D - WATS UWP Planning Requests.

A motion was made by Ms. Fuller, supported by Mr. Reiser, to approve the meeting agenda, as amended. The motion was carried unanimously.

3. APPROVAL OF MINUTES

A motion was made by Mr. Greden, supported by Mr. Kofflin, to approve the September 20, 2023 meeting minutes. The motion was carried unanimously.

4. PUBLIC PARTICIPATION

No comments by the public were provided.

5. COMMUNICATIONS AND ANNOUNCEMENTS

Mr. Buck provided the following updates:

- Projects for the 2050 LRTP have been received and will be presented to the public in a series of public meetings that will occur over the next month.
- There are discussions with the Washtenaw County Facilities regarding a potential lease extension. The discussion is focused on renewing WATS' lease for either an additional five or 10 years at a new rate, which includes the possibility of added improvements.
- The FY 2023 audit will be beginning within the next few months.
- A training is anticipated to occur next month to provide an overview of what activities WATS conducts and how the agency operates.

6. CHECKS OVER \$500

There were no checks over \$500.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

A. First Call FY 2024 TIP Amendments

Mr. Sapkiewicz provided an overview of the proposed changes outlined in the meeting packet and explained that none of the proposed changes are anticipated to have a negative impact on the Environmental Justice and Opportunity Index areas.

A motion was made by Ms. Fuller, supported by Mr. Davis, to approve the 1st Call FY 2024 TIP amendments, as presented. The motion was carried unanimously.

There was a discussion about using the Opportunity Index, Justice 40 Initiative, and Environmental Justice areas as they relate to TIP amendments.

B. First Call FY 2024 TIP Modifications

Mr. Sapkiewicz provided an overview of the small changes to projects, known as administrative modifications, outlined in the meeting packet. Mr. Sapkiewicz stated that many of the changes are project limit changes. Mr. Davis stated that the M-14 at Barton Dr. project is included in the list because it has been delayed until FY 2030 and the phase is now deemed suspended.

C. 2020 Adjusted Census Urban Boundary

Mr. Schauerte stated that the Census Urban Areas (CUAs) are used to designate segments of roads as either “urban” or “rural”, which impacts which segments of roads are eligible for particular funding categories. It was stated that WATS, in conjunction with partner agencies, met on August 7th to “adjust” the CUA in Washtenaw County. The readjusting process ensures that roads do not switch between urban and rural so frequently it prevents a road-owning agency the ability to fund, plan, and build a project.

A motion was made by Ms. Stumbo, supported by Mr. Keough, to approve the 2020 Adjusted Census Urban Boundaries for the Ann Arbor Urbanized Area, Dexter Small Urban Area, Chelsea Small Urban Area, and Milan Small Urban Area, as presented. The motion was carried unanimously.

D. WATS UWP Planning Requests

Ms. Flowers and Mr. Montagno presented the planning project proposal submitted by the City of Ann Arbor and the City of Chelsea, respectively.

9. ADJOURNMENT

Chair Marl adjourned the meeting at 10:41 AM.

MEMORANDUM

To: Policy Committee
From: Ryan Buck, Director
Date: December 14, 2023
Re: FY 2025 Unified Planning Work Program for Washtenaw County

Background

The Washtenaw County Unified Planning Work Program (UPWP) describes WATS' and TheRide's planning tasks and anticipated funding for the fiscal year starting July 1, 2024. This information will be combined with the Southeast Michigan Council of Governments (SEMCOG) regional UPWP. The combined UPWP will then be reviewed by the Michigan Department of Transportation (MDOT) and the Federal Highway Administration (FHWA).

The WATS portion of the FY 2025 WATS budget (for planning purposes) is **\$667,743**. However, the total budget is based on a federal formula target of \$692,439 for federal Planning (PL) funds. This federal number is again higher due to final accounting of the 2020 Census and increases from the Bipartisan Infrastructure Law (BIL). Based on Committee feedback and capacity within the PL fund target, WATS created a Transportation Planning Project Proposal for agencies interested in pursuing federal funds for planning. Proposals for a Chelsea Area Regional Transportation Study and for a transportation safety messaging campaign were discussed at the November meeting. In addition to WATS activities The FY 2025 UPWP includes federal planning (PL) funds for a Chelsea Regional Transportation Study, (\$67,000), support of SEMCOG's Safety and other transportation messaging campaigns (\$67,000), and support of The Ride's Short Term Service Planning and Short Range Plan Analysis and Operations Evaluation (\$66,731).

The UPWP is designed to provide a clear list of new and/or ongoing tasks and products while remaining flexible enough to respond to changing directives or policies. As always, as member agencies of WATS, we encourage you to reach out to us if you have any questions or ideas related to transportation planning.

The budget represents the number that will likely be brought forth as part of the administrative budget in June. A summary budget table is included on the second to last page of the document linked below.

The draft UPWP can be found [here](#).

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Action Requested

The WATS director requests the Policy Committee review and approve the Unified Planning Work Program for FY 2025. The administrative budget will be brought to the Policy Committee for review in June of 2024.