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## WASHTENAW AREA TRANSPORTATION STUDY

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### MINUTES OF MEETING

#### POLICY COMMITTEE

DATE: January 19, 2011

TIME: 9:30 a.m.

PLACE: WATS Meeting Space, 705 N. Zeeb Road, Ann Arbor, MI 48103

Members Present: Village of Dexter – Jim Carson, Chair  
Dexter Township– Pat Kelly, Vice-Chair  
City of Ann Arbor – Carsten Hohnke, Secretary-Treasurer  
WCRC – Doug Fuller  
Pittsfield Township – Barb Fuller (for Mandy Grewal)  
WCBC – Wes Prater  
EMU – Leigh Greden  
AATA – Anya Dale  
Ann Arbor Township – Mike Moran  
City of Ann Arbor DDA – John Mouat  
City of Chelsea – Jason Lindauer  
Superior Township – Brenda McKinney (for Bill McFarlane)  
SWWCOG – Ron Mann  
City of Milan – Mike Armitage  
MDOT Statewide Planning – Kari Martin (for Pam Boyd)  
City of Saline – Gretchen Driskell  
Scio Township – Dave Read  
Northfield Township – Deb Mozurkewich

Members Absent: University of Michigan – Hank Baier  
City of Ypsilanti – Peter Murdock  
Ypsilanti Township – Brenda Stumbo  
FHWA – Rachael Tupica

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#### POLICY COMMITTEE MEMBERS

- CITY OF ANN ARBOR • ANN ARBOR DDA • ANN ARBOR TRANSPORTATION AUTHORITY • ANN ARBOR TOWNSHIP •  
• CITY OF CHELSEA • VILLAGE 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 • 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

Others Present: WATS – Terri Blackmore, Ryan Buck, Eric Bombery, Nick Sapkiewicz,  
Mark Ferrall  
MDOT – Mark Geib  
VPSI – Michelle Romano-Rockwood  
WCRC – Steve Puuri  
SEMCOG – Carmine Palombo  
WCBOC – Yousef Rabhi

1. Call to Order

Chair Carson called the meeting to order at 9:36 a.m. He asked those present to introduce themselves.

2. Approval of the Agenda

Mr. Lindauer made a motion to approve the agenda. Mr. Mann supported and the Committee approved the agenda.

3. Public Participation

Chair Carson asked if any members of the public wished to address the Committee. No one wished to address the Committee and Chair Carson closed public participation.

4. Approval of the December 16, 2010 Policy Committee Minutes

Mr. Prater made a motion to approve December 16, 2010 Policy Committee Minutes. Mr. Lindauer supported and the Committee approved the minutes.

5. Communications and Director's Report

Ms. Blackmore reported that the Transportation legislation was extended through March 4<sup>th</sup>. She added that the CMAQ 100% dollars provision was extended to March 4<sup>th</sup>. Ms. Blackmore reported that Transit funds may now be flexed to FTA. Ms. Blackmore reported that none of the 1.19 billion returned from Wisconsin and Ohio for high-speed rail was reallocated to Michigan.

6. Approval of Bills over \$500

1. \$1,057.60– Intern December 11 to January 14

Mr. Fuller made a motion to approve the bill over \$500. Mr. Prater supported and the motion passed.

7. Report on WATS Activities – Director’s Report

**Ann Arbor to Detroit Rapid Transit Service** –SEMCOG reports that FHWA received a notice of intent from the project team (MDOT/SEMCOG) to proceed with completion of an environmental assessment with public meetings in early 2011. The MDOT received Round Two ARRA funding totaling \$161 million with \$150 million to purchase the rail line between Kalamazoo and Dearborn, \$7.8 million for reconstruction of the West Detroit connection track project that will result in reduced travel time and a more efficient line, and \$3 million for additional planning and engineering. These improvements result in a direct benefit to the proposed commuter rail service and reduce the funding necessary to implement passenger service.

**North – South Rail Coalition** – The station committee will begin meeting to initiate station design.

**Asset Management** – The Asset Management summary data and maps will be on the Agency’s website by the end of the month. The agencies will not collect data this year.

**Traffic Counts** – The WCRC assisted WATS with formatting the electronic City of Ann Arbor counts in a format similar to WCRC’s.

**HPMS** – WATS will complete the HPMS submission in January after staff analyzes and enters the City of Ann Arbor data.

**Plan Reviews** – WATS received the City of Saline and Dexter Township Master Plans for review and a copy of the City of Ann Arbor Parks and Recreation plan for review.

**Project Assistance** – WATS is assisting Northfield Township and City of Ypsilanti as they initiate development of Non-motorized Plans.

**Transportation Profile** – WATS has completed the data collection for the 2009 Transportation Profile and drafted all sections of the report.

**Federal Funding Program Management** – WATS issued the final 2035 Plan amendment call for 2010 on December 7. The WATS Federal Aid Urban Committee met on December 1 at 9:00 am to amend the program. The WATS Federal Aid Rural Committee met January 4. WATS called the next TIP amendment on January 4.

**Complete Streets Plan** – WATS identified a list of treatments for Complete Streets and discussed them with the Complete Streets Committee at the January 13 meeting.

**Implement the Countywide plans** – Ann Arbor and Ypsilanti Cities and Pittsfield and Ypsilanti Townships began work on the CIA Bylaws and Interagency agreement on January 12.

WATS is participating in an effort to make Ann Arbor – Ypsilanti Service improvements to improve the existing service provide economic benefit to both the City of Ann Arbor and the City

of Ypsilanti. WATS provided and analyzed data on the work commuters traveling between the two cities and adjacent townships.

WATS provides educational support to Partners for Transit through development of the Partners newsletter. The next Partners for Transit meeting will be held in January 20 at 6:30 am at Palmer Commons. WATS is coordinating an effort to staff Partners for Transit table at each of the AATA Transit Master Plan Public meetings beginning January 31. WATS is providing assistance on the AATA Transit Master Plan and the Blake Transit Center and the joint Connector Study. WATS provided assistance on the evaluation of County Transit Master Plan alternatives.

8. Old Business

A. Report on Stadium Bridges TIP Amendment – Information

Mr. Bombery reported that the Technical Committee concurred with the Policy Committee decision to allow federal funds for the Stadium Bridges project.

B. Report from Personnel Committee

1. Personnel Policies

Mr. Greden outlined the recommended changes to the personnel policies recommended by the personnel committee. He stated there were several major changes including a review process for the Executive Director, a change to at-will employment, elimination of longevity pay, reducing the employer's 15% simplified employee pension contribution to 12.5% but to match an additional 2.5%.

Mr. Greden pointed out that employees do not contribute and are not eligible for social security based on their time at WATS.

Mr. Prater commented that the benefits seemed appropriate and in-line with new county hires.

Mr. Carson stated that he would be emailing the forms to review Executive Director to Policy Committee members and would synthesize those comments and consider them as he prepares an offer letter for the Executive Director.

Mr. Puuri stated that the Road Commission has eliminated sick time in favor of paid time off. Mr. Greden commented that without short-term disability, that could leave WATS short staff.

Mr. Greden stated that the agency will continue to offer 50% tuition reimbursement for relevant courses if they are approved in advance by the Executive Director. Mr. Fuller stated that he felt the Committee should consider educational reimbursement for classes outside the scope of WATS work as part of employee development. Mr. Prater stated it was important to remember we are talking about spending tax dollars.

Mr. Lindauer stated that the employee should pay the money back if they quit immediately after passing a class. Mr. Greden stated there was a provision that the employee would stay employed at WATS for one year following tuition reimbursement.

Mr. Lindauer asked if there should be a set schedule for reviewing the personnel policies. Ms. Blackmore stated that that should be included in a bylaws revision.

Mr. Fuller made a motion to approve the recommended changes to the personnel policies. Mr. Lindauer supported and the motion passed with Ms. Martin abstaining.

## 2. Extension of Employee Contracts

Mr. Carson stated that it was necessary to extend the contracts of the WATS employees as they are set to expire at the end of January. Mr. Carson stated that this extension would continue through March first.

Mr. Mann made a motion to extend employee contracts through March first. Mr. Prater supported and the motion passed.

## 9. New Business

### A. FY 2011-2014 Surface Transportation Urban Program – Action

Ms. Blackmore reported the STP-U Subcommittee met December 1, 2010 to amend the FY 2011-2014 STPR program. Ms. Blackmore outlined the changes to the program.

Ms. Driskell made a motion to approve the amended FY 2011-2014 STPU program. Ms. Kelly supported and the motion passed.

### B. FY 2011-2014 Surface Transportation Rural Program - Action

Ms. Blackmore reported the STP-U Subcommittee met January 4, 2011 to amend the FY 2011-2014 STPR and Transportation Economic Development Fund – Category D programs. Ms. Blackmore noted that People's Express has a conditional amendment included in the program. People's Express is attempting to purchase a new building, however the ability to acquire the building is in question. The subcommittee recommended that, should People's Express be unable to acquire the building by January 31, 2011 the money would transfer to a bus purchase for People's Express or be made available to the Road Commission to increase their preventive maintenance project.

Mr. Fuller made a motion to approve the amended STPR and TEDEF-D programs. Mr. Prater supported and the motion passed.

### C. FY 2011 2<sup>nd</sup> Quarter Financial Statement - Action

Ms. Blackmore reported that Second Quarter revenues total 42.2 percent of the budget. She added that Second Quarter expenses were 34.7% of budget and stated that no expense categories are near or above 75% and that no categories are expected to exceed budget by year end.

Ms. Driskell made a motion to accept the Second Quarter financial statement. Mr. Lindauer supported and the motion passed.

D. Amendment of FY 2011 Unified Work Program

Ms. Blackmore reported that the Michigan Department of Transportation has agreed to provide \$7,500 in SPR funding towards improvements to the WATS travel demand model. Ms. Blackmore reported that improvements include upgrading the model to run on the Windows 7 platform as well as improvements to the mode choice model, adding the ability to analyze premium transit modes that are under consideration in Washtenaw County and a tool to adjust transit income allowing more accurate transit ridership forecasts.

Mr. Prater made a motion to add in the additional revenue to the budget. Ms. Kelly supported and the motion passed.

E. Green Streets – Presentation – Kelly Karl

Ms. Karl gave a presentation highlighting green streets opportunities. She explained green streets have the ability to handle storm water runoff during normal rain events. She discussed funding opportunities and provided local examples of green streets. WATS will retain a copy of the presentation in the WATS office.

10. Agency Reports

A. City of Ann Arbor

Mr. Hohnke that Ann Arbor City Council listened to presentations by City and University of Michigan staff on station design for Fuller Road Station.

B. AATA

Ms. Dale reported that AATA was rolling out three different master plan scenarios for the public to review and provide comments.

C. Ann Arbor Township

Mr. Moran had nothing to report.

D. City of Chelsea

Mr. Lindauer had nothing to report.

E. Dexter Village

Mr. Carson had nothing to report.

F. Dexter Township

Ms. Kelly had nothing to report.

G. Eastern Michigan University

Mr. Greden reported that Ypsilanti City Council approved the Congestion Mitigation/Air Quality grant for the intersection of Oakwood and Washtenaw. Mr. Greden reported that EMU is receiving bids for a comprehensive way-finding system.

H. FHWA

A representative was not present.

I. City of Milan

Mr. Armitage reported the city is working on an Asset Management Plan. He added that the city is considering a park and ride lot.

J. Northfield Township

Ms. Mozurkewich had nothing to report.

K. Pittsfield Township

Ms. Fuller had nothing to report.

L. MDOT Planning

Ms. Martin had nothing to report.

M. MDOT Region/TSC

Mr. Geib reported that emergency work on the 8 mile bridge over US-23 would be completed in 2 to 3 weeks following a hit from a truck.

N. City of Saline

Ms. Driskell had nothing to report.

O. SWWCOG

Mr. Mann had nothing to report.

P. SEMCOG

Mr. Palombo reported a bill introduced in the state would limit formula transit funding to providers whose fare box receipts cover 20% or more of their expenditures. Mr. Palombo reported SEMCOG will hold its next Executive Committee meeting at the Canadian Consulate. Mr. Palombo stated that the committee will discuss the importance of a new bridge between the US and Canada.

Q. Scio Township

Mr. Read had nothing to report.

R. Superior Township

Ms. McKinney had nothing to report.

S. University of Michigan

A representative was not present.

T. County Board of Commissioners

Mr. Prater had nothing to report.

U. WCRC

Mr. Puuri reported that the bids for a major Holmes Road project estimates project at 2.4 million dollars.

Mr. Fuller reported that the Road Commission has worked out a deal with Lima Township to rebuild two bridges without using federal dollars.

V. Ypsilanti Township

A representative was not present.

W. City of Ypsilanti

A representative was not present.

11. Adjournment

Chair Carson adjourned the meeting at 11:15 A.M.