![Michigan Transportation Asset Management Council logo]

# Meeting Agenda
# Wednesday, May 1, 2024 @ 1:00 PM

*MDOT Aeronautics Bldg., 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing, MI*

*A meeting of the Transportation Asset Management Council (TAMC), A Michigan Public Body, will take place at the time and location listed above. Accommodations can be made for persons who require mobility, visual, hearing, written, or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please contact Orlando Curry at 517-335-4381 or complete Form 2658 for American Sign Language (ASL). Requests should be made at least five days prior to the meeting date. Reasonable efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.*

*Public Comment for non-agenda items is available at the beginning and end of the meeting, typically limited to 3 minutes. Public comment on agenda items is also available with each item when called upon by the TAMC Chair.*

Meeting Telephone Conference Line:   +1 323-484-8236   Access Code: 831 680 087#

Web Meeting Access Link:   **Click here to join the meeting**

1. **Welcome - Call to Order:  Welcome new Council Member Jim Snell representing MAR.**

2. **Changes or Additions to the Agenda (*Action Item as needed*)** *Any items under the Consent Agenda may be considered to be moved to the regular agenda upon request of any Council member.*

3. **Public Comments on Non-Agenda Item**

4. **Consent Agenda *(Action Items)***
   1. Approval of the April 3, 2024, TAMC Minutes – (***Attachment A)***
   2. Transportation Asset Management Plans (TAMP) Requests for Approval & Update – (***Attachment B)***
   3. TAMC Financial Update Report – (***Attachment C)***
   4. Support Services and Partner Updates – (***Attachment D)***
      - CSS - Update on CSS/MIC Project Portal Coordination
      - MDOT Administrative
      - MIC
      - MTU

5. **New Business**
   1. Governance Document Annual Review- **Acton Item** – *(Attachment E)*
   2. Notification of October 1, 2024, TAMP Deadline **– *(Attachment F)***

6. **Committee Updates *(non-agenda items)***
   1. ACE Committee
   2. Data Committee
   3. Bridge Committee

7. **Unfinished Business**
   1. Fiscal Year 2025 Budget – **Action Item** (*Attachment G*)
   2. Regional Program Allocation Formula *(Attachment H (Spreadsheet), Attachment I (Scenario B Formula), Attachment J (Original Region Allocation Formula))*
   3. Joint Conference Update

8. **Presentation:** Version 3 Live Demonstration from CSS (30 Minutes) – *Thomas Ro & Cheryl Granger*

9. **Public Comments**

10. **Member Comments**

11. **Adjournment**

*State Transportation Commission*
*August 1, 2024*
*Tentative to Present the 2023 Annual Report*

*Next TAMC Meeting Wednesday, August 7, 2024, 1:00pm*
*MDOT Aeronautics Bldg., 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing, MI*

*Integrated Infrastructure Conference (see Save the Date flyer)*
*August 13 - 14th*
*Grand Valley State University*
*Council members please note a joint dinner will be held the evening of August 12th.*

# TRANSPORTATION ASSET MANAGEMENT COUNCIL (TAMC) MEETING

**April 3, 2024, at 1:00 p.m.**

**MDOT Aeronautics Building, 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing, MI**

## MEETING MINUTES

**Members Present**
- Joanna Johnson, County Road Association (CRA) – Chair
- Bill McEntee, County Road Association (CRA) – Vice-Chair
- Ryan Buck, Michigan Transportation Planning Association (MTPA)
- Art Green, Michigan Department of Transportation (MDOT)
- James Hurt, MML
- Eric Mullen, Michigan Department of Transportation (MDOT)
- Robert Slattery, Michigan Municipal League (MML)
- Rob Surber, Department of Technology, Management and Budget (DTMB)/Center for Shared Solutions (CSS) (Virtual)
- Jennifer Tubbs, Michigan Townships Association (MTA)

**Members Absent**
- Kelly Jones, Michigan Association of Counties (MAC)

**Others Present**
- Larry Brown, Allegan County (Virtual)
- Tim Colling, MTU (Virtual)
- Cheryl Granger, CSS
- Nathan Hamilton, MIC (Virtual)
- Dave Jennett, MDOT (Virtual)
- Ryan Laruwe, MIC
- Emilee Madison, MIC
- Sarah Plumer, Hubbell, Roth, and Clark (HRC)
- Brad Sharlow, MDOT
- Jim Snell, TriCounty Regional Planning Commission (Virtual)
- Gloria Strong (Virtual)
- Mike Toth, MDOT (Virtual)

**Consent Agenda. J. Tubbs** made a motion to approve items on the consent agenda and R. Buck seconded the motion to approve consent agenda items as amended in the packet.
 The motion was approved by all members present.

1

**Committee and Support Services Updates.**
R. Buck spoke on behalf of the ACE Committee. Much of the discussion at the last meeting was related to items on this meeting agenda. The ACE Committee discussed the annual report, Allegan County's reimbursement and provided guidance on the regional allocation formula.

B. McEntee gave an update on the Data Committee explaining the committee reviewed the 2023 Annual Road & Bridge report.

A. Green provided an update on the Bridge Committee explaining the committee reviewed the 2023 Annual Road & Bridge report.

G. Strong provided an update on the Joint MIC/TAMC/WAMC conference. The group will be reviewing the save-the-date and has a call for presentations out right now.

C. Granger provided an update on CSS. PASER information is in testing and will be released after the Annual Report is published. A demonstration of Version 3 will be provided to the Council at the May meeting.

T. Collings provided an update on MTU. A total of 366 people have attended training so far, and it looks like it may be possible to break past attendance records. The annual Roadsoft release was sent out on April 1st.

R. Laruwe provided an update on the MIC. The Project Portal is live; however, no promotion has been made yet. Chair Johnson inquired what is necessary in the Project Portal as the IRT already has the TIP projects incorporated. R. Laruwe shared their work could be coordinated with the IRT information. The MIC is working on a package of information to release at the same time they send out notification of it being available. A demonstration of the program will be provided to the Council at the May meeting.

**Allegan County Reimbursements**. B. Sharlow provided an update to the Council explaining the original concern and how the region and local agency have decided to find a solution that works best for receiving reimbursement. The TAMC will enhance communication in the fall to ensure all regions are working with their local agencies on NFA reimbursement by October 1 per policy. The TAMC is also working to provide TAMC resources and onboard new staff throughout the state into the AM program. No further action is needed currently.

**Fiscal Year 2023 Annual Roads & Bridges Report.** R. Buck made a motion to approve the FY2023 Annual Roads & Bridges Report with edits from the Council and J. Tubbs seconded the motion.
        The motion was approved by all members present.

Member Comments. R. Surber will schedule a meeting between CSS and MIC to ensure there is an understanding of the data within the IRT and the version 3 migration.

**Public Comments.** G. Strong announced that in the future DTMB will be updating access cards and she will help coordinate the update with TAMC.

The meeting was adjourned at 2:21 p.m.

**May 1, 2024**

# GROUP A

Based upon my review of the following transportation agency Group A TAMPs, I am recommending approval of the following agency from the Council:

1. City of Kentwood

## Group A TAMPs Current Status:

| # of Group C Agencies Due by October 1, 2023 | # TAMPs Received by October 1, 2023 | # TAMPs Received After October 1, 2023 | # TAMPs Not Submitted | TAMPs Awaiting Additional Info. | Total TAMPs Received & Recommended for Approval To-date |
|---|---|---|---|---|---|
| 41 | 16 | 14 | 11 | 0 | 30 |

## TAMPs with Dates Received and Status:

| | |
|---|---|
| 1. Oceana County Road Commission<br>TAMP received 09/05/2023<br>Approved by TAMC 11/01/2023 | 16. Huron County Road Commission<br>TAMP Received 12/20/2023<br>Approved by TAMC 02/07/2024 |
| 2. Alger County Road Commission<br>TAMP Received 09/06/2023<br>Approved by TAMC 11/01/2023 | 17. Macomb County Department of Roads<br>TAMP Received 09/29/2023<br>Approved by TAMC 11/01/2023 |
| 3. City of Ann Arbor<br>TAMP Received 09/21/2023<br>Approved by TAMC 11/01/2023 | 18. Road Commission of Kalamazoo County<br>TAMP Received 09/29/2023<br>Approved by TAMC 11/01/2023 |
| 4. City of Portage<br>TAMP Received 09/25/2023<br>Approved by TAMC 11/01/2023 | 19. Muskegon County Road Commission<br>TAMP Received 09/29/2023<br>Approved by TAMC 11/01/2023 |
| 5. City of Troy<br>TAMP Received 09/27/2023<br>Approved by TAMC 11/01/2023 | 20. Lenawee County Road Commission<br>TAMP Received 10/05/2023<br>Approved by TAMC 11/01/2023 |

| | |
|---|---|
| 6. Monroe County Road Commission<br>TAMP Received 09/27/2023<br>Approved by TAMC 11/01/2023 | 21. City of Livonia<br>TAMP Received 09/27/2023<br>Approved by TAMC 12/06/2023 |
| 7. City of Norton Shores<br>TAMP Received 09/28/2023<br>Approved by TAMC 11/01/2023 | 22. Ottawa County Road Commission<br>TAMP Received 01/06/2023 & 11/28/2023<br>Approved by TAMC 12/06/2023 |
| 8. City of Royal Oak<br>TAMP Received 09/28/2023<br>Approved by TAMC 11/01/2023 | 23. Wayne County Dept. of Public Services<br>TAMP Received 09/29/2023<br>Approved by TAMC 12/06/2023 |
| 9. City of Walker<br>TAMP Received 09/28/2023<br>Approved by TAMC 11/01/2023 | 24. Bay County Road Commission<br>TAMP Received 10/19/2023<br>Approved by TAMC 12/06/2023 |
| 10. Calhoun County Road Department<br>TAMP Received 10/23/2023<br>Approved by TAMC 11/01/2023 | 25. City of Wyoming<br>TAMP received 11/29/2023<br>Approved by TAMC 12/06/2023 |
| 11. City of Grand Rapids<br>TAMP Received 09/29/2023<br>Approved by TAMC 02/07/2024 | 26. St. Joseph County Road Commission<br>TAMP Received 11/28/2023<br>Approved by TAMC 02/07/2024 |
| 12. Iosco County Road Commission<br>TAMP Received 06/26/2023<br>Approved by TAMC 02/07/2024 | 27. Clinton County Road Commission<br>TAMP Received 01/23/2024<br>Approved by TAMC 02/07/2024 |
| 13. Sanilac County Road Commission<br>TAMP Received 12/26/2023<br>Approved by TAMC 02/07/2024 | 28. City of Romulus<br>TAMP Received 02/27/2024<br>Approved by TAMC 03/06/2024 |
| 14. City of Farmington Hills<br>TAMP Received 12/08/2023<br>Approved by TAMC 02/07/2024 | 29. City of Kentwood<br>TAMP Received 02/12/2024<br>Recommending to TAMC 05/01/2024 |
| 15. Baraga County Road Commission<br>TAMP Received 09/28/2023<br>Approved by TAMC 11/01/2023 | 30. City of Lansing<br>TAMP Received 03/11/2024<br>Approved by TAMC 04/03/2024 |

## Group A Agencies that Have Not Submitted TAMPs:

| | |
|---|---|
| 1. Berrien County Road Department | 8. Mason County Road Commission |
| 2. Cheboygan County Road Commission | 9. Midland County Road Commission |
| 3. City of Dearborn Heights | 10. Osceola County Road Commission |
| 4. Dickinson County Road Commission | 11. City of Southfield |
| 5. Genesee County Road Commission | |
| 6. Hillsdale County Road Commission | |
| 7. City of Jackson | |

Although the Michigan Department of Transportation (MDOT) is not listed amongst the agencies in Group A, TAMC would like to acknowledge that MDOT submits their TAMP to the Federal Highway Administration (FHWA) every four years.  The last MDOT TAMP was certified by FHWA in July of 2023.


Respectfully submitted,
Gloria M. Strong
May 1, 2024
TAMP Group A TAMC Status Update due 10.01.2023 for 05.01.2024

**May 1, 2024**

## GROUP C

Based upon my review of the following transportation agency Group C TAMPs, I am recommending approval of the following agency from the Council:

1. Eaton County Road Commission

**Group C TAMPs Current Status:**

| # of Group C Agencies Due by October 1, 2022 | # TAMPs Received by October 1, 2022 | # TAMPs Received After October 1, 2022 | # TAMPs Not Submitted | TAMPs Awaiting Additional Info. | Total TAMPs Received & Recommended for Approval To-date |
|---|---|---|---|---|---|
| 40 | 21 | 9 | 10 | 3 | 27 |

**TAMPs with Dates Received and Status:**

| | |
|---|---|
| 1. Saginaw County Road Commission<br>TAMP received 07/13/2022<br>Approved by Council 12/07/2022 | 16. City of Westland<br>TAMP Received 09/29/2022<br>Approved by Council 12/07/2022 |
| 2. Mecosta County Road Commission<br>TAMP Received 08/15/2022<br>Approved by Council 12/07/2022 | 17. Gladwin County Road Commission<br>TAMP Received 09/29/2022<br>Approved by Council 02/01/2023 |
| 3. Oscoda County Road Commission<br>TAMP Received 08/17/2022<br>Approved by Council12/07/2022 | 18. City of Warren<br>TAMP Received 10/01/2022<br>Approved by Council 02/01/2023 |
| 4. Presque Isle County Road Commission<br>TAMP Received 09/08/2022<br>Approved by Council 12/07/2022 | 19. Grand Traverse County Road Comm.<br>TAMP Received 10/28/2022<br>Approved by Council 02/01/2023 |
| 5. City of Lincoln Park<br>TAMP Received 09/12/2022<br>Approved by Council 12/07/2022 | 20. City of Muskegon<br>TAMP Received 11/22/2022<br>Approved by Council 12/07/2022 |

| | |
|---|---|
| 6. Keweenaw County Road Commission<br>TAMP Received 09/14/2022<br>Approved by Council 12/07/2022 | 21. Cass County Road Comm.<br>TAMP Received 09/30/2022<br>Approved by Council 12/07/2022 |
| 7. Schoolcraft County Road Commission<br>TAMP Received 09/27/2022<br>Approved by Council 12/07/2022 | 22. Branch County Road Commission<br>TAMP Received 09/30/2022<br>Approved by Council 12/07/2022 |
| 8. Barry County Road Commission<br>TAMP Received 09/27/2022<br>Approved by Council 12/07/2022 | 23. Allegan County Road Commission<br>TAMP Received 10/03/2022<br>Approved by Council 12/07/2022 |
| 9. City of Midland<br>TAMP Received 09/27/2022<br>Approved by Council 12/07/2022 | 24. City of Novi<br>TAMP Received 05/03/2023<br>Approved by Council 06/29/2023 |
| 10. Delta County Road Commission<br>TAMP Received 09/28/2022<br>Approved by Council 12/07/2022 | 25. Iron County Road Commission<br>TAMP Received 05/10/2023<br>Approved by Council 06/08/2023 |
| 11. Jackson County Dept. of Transportation<br>TAMP Received 09/28/2022<br>Approved by Council 12/07/2022 | 26. St. Clair County<br>TAMP Received 07/11/2023<br>Approved by Council 10/04/2023 |
| 12. Ogemaw County Road Commission<br>TAMP Received 09/28/2022<br>Approved by Council 12/07/2022 | 27. Eaton County Road Commission<br>TAMP Received 02/29/2024<br><span style="color:red">Recommending to TAMC 05/01/2024</span> |
| 13. Chippewa County Road Commission<br>TAMP Received 09/29/2022<br>Approved by Council 12/07/2022 | 28. City of Sterling Heights<br>TAMP Received 10/01/2022<br><span style="color:red">04/22/2024-Still needs additional information</span> |
| 14. Lapeer County Road Commission<br>TAMP Received 09/29/2022<br>Approved by Council 12/07/2022 | 29. Road Commission for Montcalm County<br>TAMP Received 05/18/2023<br><span style="color:red">04/22/2024- Still needs additional information</span> |
| 15. Tuscola Cunty Road Commission<br>TAMP Received 09/29/2022<br>Approved by Council 12/07/2022 | 30. City of Pontiac<br>TAMP Received 01/13/2023<br><span style="color:red">04/22/2024 –Still needs additional information</span> |

## Group C Agencies that Have Not Submitted TAMPs:

| | |
|---|---|
| 1. Antrim County | 6. Ingham County |
| 2. City of Bay City | 7. Kalkaska County |
| 3. Crawford County | 8. Luce County |
| 4. City of Flint | 9. Manistee County |
| 5. City of Holland | 10. Roscommon County |

Respectfully submitted,

Gloria M. Strong
May 1, 2024
TAMP Group C TAMC Status Update 05.01.2024

**Michigan Transportation Asset Management Council**

FY15 Actual

| | FY22 Budget | FY22 Year to Date | | FY23 Budget | FY23 Year to Date | | FY24 Budget | FY24 Year to Date | |
|---|---|---|---|---|---|---|---|---|---|
| | Indicates Contract Completed | | | Indicates Contract Completed | | | | | |
| (most recent invoice) | $ | Spent | Balance | $ | Spent | Balance | $ | Spent | Balance |
| **I. Data Collection & Regional-Metro Planning Asset Management Progam** | | | | | | | | | |
| Battle Creek Area Transporation Study | 20,500.00 | 16,113.16 | 4,386.84 | 20,500.00 | 15,615.51 | 4,884.49 | 23,766.07 | 9,969.18 | 13,796.89 | All Invoices as of 4/24/24 |
| Bay County Area Transportation Study | 19,900.00 | 17,520.26 | 2,379.74 | 19,900.00 | 19,093.10 | 806.90 | 19,900.00 | 4,498.74 | 15,401.26 |
| Central Upper Peninsula Planning and Development | 50,000.00 | 50,001.00 | (1.00) | 50,000.00 | 50,000.00 | - | 51,579.49 | 11,194.48 | 40,385.01 |
| East Michigan Council of Governments | 108,000.00 | 75,670.47 | 32,329.53 | 108,000.00 | 108,000.00 | - | 108,000.00 | 47,000.19 | 60,999.81 |
| Eastern Upper Peninsula Regional Planning & Devel. | 25,000.00 | 25,000.00 | - | 25,000.00 | 25,000.00 | - | 29,685.24 | 4,819.31 | 24,865.93 |
| Genesee Lapeer Shiawasse Region V Planning Com. | 46,000.00 | 33,332.45 | 12,667.55 | 46,000.00 | 30,327.28 | 15,672.72 | 50,000.00 | 18,792.53 | 31,207.47 |
| Grand Valley Metropolitan Council | 24,000.00 | 24,000.00 | - | 24,000.00 | 24,000.00 | - | 28,457.40 | - | 28,457.40 |
| Kalamazoo Area Transportation Study | 22,000.00 | 21,982.18 | 17.82 | 22,000.00 | 19,909.28 | 2,090.72 | 37,590.40 | 7,407.88 | 30,182.52 |
| Macatawa Area Coordinating Council | 19,000.00 | 16,410.01 | 2,589.99 | 19,000.00 | 15,132.47 | 3,867.53 | 19,000.00 | 1,074.04 | 17,925.96 |
| Midland Area Transportation Study | 21,000.00 | 20,286.91 | 713.09 | 21,000.00 | 20,995.34 | 4.66 | 32,262.40 | 1,318.09 | 30,944.31 |
| Northeast Michigan Council of Governments | 51,000.00 | 51,000.00 | - | 51,000.00 | 51,611.49 | (611.49) | 79,452.21 | 3,952.54 | 75,499.67 |
| Networks Northwest | 75,000.00 | 7,952.56 | 67,047.44 | 75,000.00 | 75,000.00 | - | 86,594.00 | 19,796.53 | 66,797.47 |
| Region 2 Planning Commission | 40,000.00 | - | 40,000.00 | 40,000.00 | 14,378.59 | 25,621.41 | 40,000.00 | 13,801.80 | 26,198.20 |
| Saginaw Area Transportation Agency | 21,000.00 | 19,666.16 | 1,333.84 | 21,000.00 | 21,000.00 | - | 21,000.00 | 34.00 | 20,966.00 |
| Southcentral Michigan Planning Commission | 55,000.00 | 20,094.89 | 34,905.11 | 55,000.00 | 54,990.37 | 9.63 | 55,000.00 | 11,649.96 | 43,350.04 |
| Southeast Michigan Council of Governments | 174,000.00 | 174,000.00 | - | 174,000.00 | 174,000.00 | - | 328,965.28 | 9,895.15 | 319,070.13 |
| Southwest Michigan Planning Commission | 41,000.00 | 8,088.16 | 32,911.84 | 41,000.00 | 23,182.78 | 17,817.22 | 68,560.00 | 5,316.52 | 63,243.48 |
| Tri-County Regional Planning Commission | 40,000.00 | - | 40,000.00 | 40,000.00 | 39,999.82 | 0.18 | 67,650.22 | 15,349.82 | 52,300.40 |
| West Michigan Regional Planning Commission | 88,000.00 | - | 88,000.00 | 88,000.00 | 35,797.24 | 52,202.76 | 88,000.00 | 6,716.12 | 81,283.88 |
| West Michigan Shoreline Regional Development Com. | 54,000.00 | 53,906.46 | 93.54 | 54,000.00 | 53,840.24 | 159.76 | 65,427.35 | 18,645.92 | 46,781.43 |
| Western Upper Peninsula Regional Planning & Devel. | 42,000.00 | 9,380.47 | 32,619.53 | 42,000.00 | 40,339.19 | 1,660.81 | 47,295.00 | 5,718.38 | 41,576.62 |
| MDOT Region Participation & State Vehicle Use | 30,000.00 | 4,324.76 | 25,675.24 | 30,000.00 | 28,771.06 | 1,228.94 | 30,000.00 | - | 30,000.00 |
| PASER Quality Review Contract | 50,000.00 | 50,782.83 | (782.83) | 50,000.00 | 49,999.94 | 0.06 | 50,000.00 | - | 50,000.00 |
| **Data Collection & Regional-Metro Progam Total** | 1,116,400.00 | 648,729.90 | 467,670.10 | 1,116,400.00 | 990,983.70 | 125,416.30 | 1,428,185.06 | 216,951.18 | 1,211,233.88 |
| **III. TAMC Central Data Agency (MCSS)** | | | | | | | | | |
| Project Management | 65,093.00 | 60,192.02 | 4,900.98 | 58,850.00 | 48,489.70 | 10,360.30 | 56,175.00 | 23,922.72 | 32,252.28 | CSS Numbers as of 3/13/24 |
| Data Support /Hardware / Software | 44,298.00 | 44,298.00 | - | 48,150.00 | 33,134.39 | 15,015.61 | 12,840.00 | 13,535.39 | (695.39) |
| Application Development / Maintenance / Testing | 202,880.00 | 200,683.59 | 2,196.41 | 171,270.00 | 252,641.30 | (81,371.30) | 50,885.00 | 11,667.60 | 39,217.40 |
| Help Desk / Misc Support / Coordination | 26,679.00 | 36,801.85 | (10,122.85) | 60,300.00 | 21,051.28 | 39,248.72 | 52,500.00 | 11,553.36 | 40,946.64 |
| Training | 14,000.00 | 12,408.61 | 1,591.39 | 14,980.00 | 1,897.94 | 13,082.06 | 12,600.00 | 3,324.90 | 9,275.10 |
| Data Access / Reporting | 22,000.00 | 20,932.60 | 1,067.40 | 21,400.00 | 23,782.47 | (2,382.47) | 25,000.00 | 10,283.76 | 14,716.24 |
| **TAMC Central Data Agency (MCSS) Total** | 374,950.00 | 375,316.67 | (366.67) | 374,950.00 | 380,997.08 | (6,047.08) | 210,000.00 | 74,287.73 | 135,712.27 |
| **CSS V3 Migration** | | | | | | | 234,116.65 | 152,467.81 | 81,648.84 |
| **IV. MTU Training & Education Program Contract** | 210,658.15 | 168,899.74 | 41,758.41 | 210,658.15 | 210,658.15 | - | 210,658.15 | 69,872.32 | 140,785.83 |
| **V. MTU Activities Program Contract** | 128,424.93 | 111,160.73 | 17,264.20 | 128,424.93 | 128,424.93 | - | 128,424.93 | 75,724.82 | 52,700.11 |
| **VI. TAMC Expenses** | | | | | | | | | |
| Fall Conference Expenses | 10,000.00 | 12,994.02 | (2,994.02) | 10,000.00 | 10,000.00 | - | 10,000.00 | - | 10,000.00 |
| Fall Conf. Attendence Fees + sponsorship Fees | - | - | - | - | - | - | - | - | - |
| Net Fall Conference | | - | - | | - | - | | - | - |
| Spring Conference Expenses | 10,000.00 | - | 10,000.00 | 10,000.00 | - | 10,000.00 | 10,000.00 | - | 10,000.00 |
| Spring Conf. Attendence Fees + sponsorship Fees | - | - | - | - | - | - | - | - | - |
| Net Spring Conference | | - | - | | - | - | | - | - |
| Unallocated / Contingency | 10,000.00 | - | 10,000.00 | 10,000.00 | - | 10,000.00 | 10,000.00 | - | 10,000.00 |
| Other Council Expenses (Member Mileage Expenses/Printing/Etc.) | 10,000.00 | 2,320.15 | 7,679.85 | 10,000.00 | 2,645.11 | 7,354.89 | 10,000.00 | - | 10,000.00 |
| **TAMC Expenses Total** | 40,000.00 | 15,314.17 | 24,685.83 | 40,000.00 | 12,645.11 | 27,354.89 | 40,000.00 | - | 40,000.00 |
| **Total Program** | 1,870,433.08 | 1,319,421.21 | 551,011.87 | 1,870,433.08 | 1,723,708.97 | 146,724.11 | 2,251,384.79 | 436,836.05 | 1,814,548.74 |
| **Appropriation** | 1,876,400.00 | | 29.46% | 1,876,400.00 | | 7.84% | 1,876,400.00 | | 80.60% |
| **FY2023 Work Project** | | | | | | | 400,000.00 | | |
| **Total Program with Work Project** | | | | | | | 2,276,400.00 | | |

| | FY22 Budget | FY22 Year to Date | | FY23 Budget | FY23 Year to Date | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **VII. Special Projects with Separate Budgets** | | | | | | | | | |
| **MI Local Agency Culvert Inventory Pilot (FY18 HB4320 S-3)** | $ | Spent | Balance | $ | Spent | Balance | | | |
| Central Data Agency (MCSS) | 69,004.45 | - | 69,004.45 | 69,004.45 | 55,405.39 | 13,599.06 | | | |
| MTU Culvert Project Activities & Training Program | 77,258.02 | - | 77,258.02 | 15,887.41 | 13,794.96 | 2,092.45 | | | |
| TAMC Administration & Contingency (Unencumbered) | 117.59 | - | 117.59 | 117.59 | - | 117.59 | | | |
| Central Upper Peninsula Planning and Development | 24,000.00 | 257.41 | 23,742.59 | 23,742.59 | - | 23,742.59 | | | |
| East Michigan Council of Governments | 42,000.00 | 338.74 | 41,661.26 | 41,661.26 | 21,627.26 | 20,034.00 | | | |
| Northeast Michigan Council of Governments | 10,000.00 | - | 10,000.00 | 10,000.00 | 6,520.31 | 3,479.69 | | | |
| Networks Northwest | 16,000.00 | - | 16,000.00 | 16,000.00 | 1,853.84 | 14,146.16 | | | |
| Southcentral Michigan Planning Commission | 6,000.00 | 8.00 | 5,992.00 | 5,992.00 | - | 5,992.00 | | | |
| Southeast Michigan Council of Governments | 33,000.00 | 33,000.00 | - | | | | | | |
| Southwest Michigan Planning Commission | 27,000.00 | - | 27,000.00 | 27,000.00 | 27,000.00 | - | | | |
| Tri-County Regional Planning Commission | 34,000.00 | 34,000.00 | - | | | | | | |
| West Michigan Regional Planning Commission | 34,000.00 | - | 34,000.00 | 34,000.00 | 5,096.09 | 28,903.91 | | | |
| West Michigan Shoreline Regional Development Com. | 36,000.00 | 30,454.07 | 5,545.93 | 5,545.93 | 5,562.15 | (16.22) | | | |
| Western Upper Peninsula Regional Planning & Devel. | 12,000.00 | - | 12,000.00 | 12,000.00 | 3,963.18 | 8,036.82 | | | |
| **MI Local Agency Culvert Inventory Pilot Project Total** | 420,380.06 | 98,058.22 | 322,321.84 | 260,951.23 | 140,823.18 | 120,128.05 | | | |
| **Total Special Program** | 420,380.06 | 98,058.22 | 322,321.84 | 260,951.23 | 140,823.18 | 120,128.05 | | | |

Updated BMS 4/24/2024

Work Project Money: $415,220 (includes leftover FY2023 money and MIC transfer for CSS Migration)
Total Money Available for NFA Project: $300,000

## Support Services and Partner Updates

**CSS**

- Sprint 2.39 was released into production for 5/2/24 annual report which includes the below items:
  V24 MDOT roads
  2023 Dashboards for Pavement and Bridge.
  2011 and 2021 Legislative Districts added into database.
  Updated IMAP and Dashboard with those years of census related data.
  Updated Traffic layer on IMAP with MDOT information.

- Continuation of V3 work, including:
  Testing on IMAP and Dashboards
  Fixing of items on these Dashboards
  Continuation of IRT development work.
  Preparation for demonstration

**MDOT**
- State Legislative District Maps for PASER data – MDOT is working through this request to Martin Waymire to provide PDF downloaded maps by new state legislative district of the PASER data. Dave Jennett is coordinating this effort. This request came through MDOT's Office of Communications. MDOT worked to determine how to address this request, and Dave reviewed this through the Data Committee. MDOT is preparing maps that can be downloaded from TAMC's Interactive Map to maintain data consistency and messaging. MDOT is compiling the 148 district maps through internal staff. No TAMC funding will be charged to this request. Added update on intended use of the data will be provided at Council.
- PASER Quality Review Contract with Prein and Newhof is underway. Eric Costa is coordinating this effort.
- Requested analysis and comparison of past PASER forecasts ongoing by Eric Costa and findings to be shared with Joanna later in May.
- Eric Costa is doing a comparative analysis examining previous PASER forecast model estimates to the actual measured PASER condition. This was requested at the last council meeting to compare historic forecasts with measured condition. He has completed an initial summary and is running it through the internal team for comments. He will pass this along to the TAMC at the next scheduled meeting.
- NFA Work Project Budget Amendments: Signed contract amendment forms were sent to MDOT's Contract Services Division on 4/12. Once they approve those, affected MPOs/RPAs will receive their amended contracts with the additional amounts.
- Draft FY2025 Budget: An Agenda item. Brad drafted two scenarios. He did encourage setting aside $75,000 for a contract (perhaps for culvert data collection). He also rounded up the allocation formulas by Eric Costa to the nearest $50, and further increased most of the regions who were experiencing losses by $1,000-2,000. He proposed a $10K increase for the next PASER Quality Review Contract, as requested by Eric Costa, as the cost of these has gone up. He gave slight increases to CSS and MTU, as their budgets also have been stagnant for several years. He also reduced the conference expenses from $20K to $15K, and the unallocated down from $10K to $6K. Finally, he made a slight increase to MDOT Region Participation, as three regions are still participating in PASER data collection and charge their time accordingly (this is still significantly less than it had been prior to the pandemic). Page One of Attached should include these estimates.
- FY2024 Budget Status Report: Please see Page Two of Attached.

- Brad is participating in two presentations in May for national TAM groups, in which the TAMC process will be shared. The first of these is a TAM-ETG (Emerging Topics Group) in-person meeting in Detroit on May 14th. He was requested to re-give the presentation that Sarah and he gave for the MDOT-ACEC conference in February. The second presentation is for a TAM Webinar: Don't Let Financial Uncertainty Derail Your Transportation Asset Management Plan: Strategies for Identifying and Managing Financial Risks. This presentation will focus on a report primarily on MDOT's Call for Projects and Investment Strategies related to the TAMP, and a brief mention of TAMC, its annual report, and the IRT will be highlighted as communication approaches.
- Dave met with JobNet and CSS for JobNet import to IRT. Ongoing joint teams' effort to improve data accuracy, efficiency, and processes. Testing of updates this month for production updates in May/June if things go as planned.
- Brad, Dave, and Eric met with CSS and MIC to confirm methodology for getting Project Manager/Contact information to the MIC Portal, using JobNet. Future discussions are pending with Data Committee on whether this information will want to be added into the IRT. Discussion will be had at TAMC meeting.
- Gloria continues to work with MIC on organizing the Joint Conference. A draft agenda is being reviewed, followed by confirmation of speakers. An update will be provided during the meeting.
- Dave ongoing Act 51-IRT Compliance reviews with major deadline of 5/2 for County 2023 submissions and June/July for City/Villages for 2024 submissions. Will provide update at next Data Committee.
- Dave attending ongoing meetings with MDOT Act 51 Finance Teams to explore ways to improve processes and future ADARS updated application of MIADART.

**MIC Portal (MIDIG) / IRT / JobNet Update** - Meetings ongoing. Some highlights and clarifications below:

1. Both IRT and JobNet will be giving projects to the new MIC portal (MIDIG)
2. IRT only source of purely Local funded Road and Bridge projects (Current year + 3-year plan)
3. JobNet only source of some transportation Jobs such as railway projects and main source for projects planned farther out than 3 years.
4. New MIDIG focuses on Project Manager (PM) coordination/collaboration area for all types of projects.
   - JobNet already has PMs for each of its Jobs/Projects and can provide as part of that effort.
   - IRT will need an enhancement to collect PM information as was not part of IRT originally. (Not required for IRT project data in first MIC portal.) Getting PMs for IRT projects will need added discussion to better define who would be best contacts for each agency and how to collect it.
5. Discussions on overlap where projects may be in both IRT and JobNet (local projects that have state funding etc.)
6. Reminder/awareness – "IRT Projects" can only have one bridge as a separate project. A "JobNet Job" could have 2 bridges and a road be part of the same "Job" - but this would translate to 3 projects in the IRT.

Current Plan:

- Targeting summer/fall for the different pieces to reach MIDIG depending on efforts.

- Teams still need to meet with current MIDIG vendor on how processes would work for all 3 systems as different than CSS created original MIC Portal.
- Also timing of work priorities with CSS efforts (V3 updates) and JobNet efforts.

NOTE: Dave will be reaching out to several council members for more technical discussion on where IRT/JobNet data overlap exists, reporting processes and MIDIG/IRT Contact options. Will keep full council informed at future meetings and subcommittees.

**MIC**

- Project Portal soft launch 4/25/2024. Early enrollments of City of St. Joseph and Muskegon County Road Commission.
  - E-Signature Approach.
- Integrations
  - Meeting with MDOT on JobNet Integrations for Fed Aid
  - Meeting with TAMC on IRT integrations local projects from TAMPs.
  - Exploring different data layers for overlay (any suggestions)
- 30-Year Strategy
  - Draft Finalization
    - Graphics and Design May 2024
    - Formal Approval at MIC Q2 (June 6th)
- Regional Coordination Hubs (30-Year Strategy Action)
  - Meeting with RPA/MPO to understand capacity and design a work program
  - Anything TAMC would do differently?

**MTU**

- Asset management plan training is scheduled for this month and next. The Roadsoft release (April 1st) with the new framework data appears to be going well, there are some teams collecting data and no major problems have been reported.

## Transportation Asset Management Council Governance

*June 9, 2023*
**TAMC Legislation**

The Transportation Asset Management Council (TAMC) is comprised of professionals from County Road Association of Michigan, the Michigan Municipal League, the state planning and development regions, the Michigan Townships Association, The Michigan Association of counties, and 2 members from the state department. Non-voting members shall include 1 person from the agency or office selected as the location for central data storage.

Related Legislation:

- P.A. 499 of 2002
- P.A. 338 of 2006
- P.A. 199 of 2007
- P.A. 257 of 2010
- P.A. 506 of 2012
- TAMC 2018 PA 323
- TAMC 2018 PA 324
- TAMC 2018 PA 325

**Duties of the TAMC per legislation**
1. Advise the Michigan Infrastructure Council (MIC) and State Transportation Commission (STC) on statewide Asset Management Strategy along with processes and tools needed to implement it:
   a. Beginning with the Federal Aid eligible highway system.
   b. Infrastructure assets that impact system performance, safety, or risk management, including signals and culverts.
1. Submit TAMC annual report to State Transportation Commission (STC) and Legislature. Must include:
   a. Mileage and condition of road and bridge system.
   b. Budgetary expenditures made by TAMC for previous year.
   c. Overview of TAMC activities for the upcoming year.
3. Receive multi-year program from transportation agencies using an asset management process via the Investment Reporting Tool (IRT).
4. Create the template for and receive completed transportation asset management plans (TAMP) from road owning agencies.
   a. Required agencies over 100 miles (top 123)
   b. Michigan Department of Transportation (MDOT) as provided to the Federal Highway Administration
   c. Optional for others – to department for moving of funds for city/village.
5. Beginning October 1, 2025, the review demonstrated progress toward achieving the condition goals described in its asset management plans.

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**TAMC Member Roles** [Bylaws of the Michigan TAMC](#)

- Set direction and approve the annual Work Program, Budget, and Funding recommendations.
- Coordinate and collaborate with the MIC and WAMC. Align efforts between three councils to avoid duplication of efforts.
  - STC makes appointments to TAMC.
  - MIC is the unifying council integrating efforts across all infrastructure types.
- Identify strategies and tasks to support our legislative requirements.
- Provide oversight and direction on key TAMC initiatives/Work Program.
- Determine policy strategy for the TAMC.
- Identify TAMC communication strategy and communicate updates of the TAMC to their representing agency.
- Establish stakeholder relationships and support their efforts.
- Attend meetings regularly, review TAMC information, be prepared for meetings and participate in various training courses.
- Evaluate and approve services provided to the TAMC by supporting agencies, MTU/CSS, consultants, etc.
- Participate in TAMC Committees as appointed by the Chair. (see Bylaws)
- Present at least to one (1) TAMC sponsored training sessions.
- Chair/Vice Chair communication and coordination is with the TAMC MDOT or Consultant as necessary to support the TAMC.

**TAMC Administrative Staff Roles**

*"...(... (6) The department shall provide qualified administrative staff and the state planning and development regions shall provide qualified technical assistance to the transportation asset management council..."* The below tasks are fulfilled by Administrative Support roles and are further outlined under MDOT and/or Consultant responsibilities.

- Prepare TAMC annual Work Program, Budget, and Funding recommendations to provide ongoing support to TAMC for TAMC review and approval.
- Provide the TAMC Asset Management Unified Work Program annually for approval initially to ACE then the full TAMC.
- Pay Invoices submitted by Michigan Association of Regions (MAR) and Metropolitan Planning Organizations (MPO) and other agencies who work with the TAMC.
- Assist with the coordination between MIC, TAMC, and WAMC as directed by the TAMC.
- Assist and coordinate TAMC members with carrying out the strategies and tasks identified to implement the TAMC goals.
- Provide staff support and work with the TAMC subcommittees and subgroups.
- Recommend, coordinate, and implement TAMC communication and engagement strategy.
- Establish stakeholder relationships.
- Participate in meetings as requested by the TAMC Chair/Vice Chair.
- Support the Chair/Vice Chair as requested.
- Keep the TAMC informed of media, legal, legislative, and budget initiatives to provide staff support to TAMC.
- Develop relationships with state agencies to support TAMC efforts including budget, finance, and collaborative inter-agency efforts.
- Other duties that develop in the future involve TAMC initiatives.
- Manage contractor and contract deliverables as set by the TAMC.
- Ensure update and status report to the TAMC (monthly/quarterly) on the status of work program initiatives, budget matters, legislative updates, engagement, and communication efforts.
- Coordinate the operation of the TAMC to include scheduling, logistics, agenda preparation and follow-up in coordination with the Chair/Vice Chair and support agencies.
- Coordinate with the TAMC Consultant as requested by the TAMC.

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- Coordinate maintenance of the TAMC website with the Department of Treasury as an important communication tool for the organization timely including meeting materials, training schedules, policies, TAMC member information, etc.

**MDOT RESPONSIBILITIES: From MDOT December 2022 Request for Services (RFS)**

- Provide primary point of contact for contract, budget and MDOT support staff.
- Communicate changes.
- Provide a facility to hold the meetings.
- ~~Schedule monthly meetings and other meetings as necessary according to the Open Meetings Act.~~
- ~~Record meeting minutes and coordinate posting on TAMC website.~~
- Manage the annual budget for TAMC and provide monthly updates on the budget.
- Provide contract administration for TAMC partners.
- Provide data analysis of Pavement Surface Evaluation and Rating (PASER) and forecasting.
- Provide PASER data quality review.
- Distribute Annual Roads & Bridges rReport to MDOT, MIC, STC, and Michigan Legislature by May 2nd.
- Provide Investment Reporting Tool (IRT) technical support.
- Provide IRT data and analysis.
- Perform Local Agency TAMP reviews and recommendations for approval.
- Review and accept deliverables.
- Review and coordinate work with contractors, the Central Data Storage Agency, or other technical supporting staff.

**TAMC Staff Consultant Roles**

**CONSULTANT RESPONSIBILITIES: From ~~MDOT December 2022 RFS~~Updated Work Plan April 2024**

The Consultant provides staff to act as the TAMC Coordinator with the primary role serving the TAMC with support services, acts as the primary point of contact regarding TAMC related initiatives and coordinates efforts and information between partnering agencies and organizations.

   A. ~~Administrative Functions:~~
      a. ~~Manage TAMC work program.~~
      b. ~~Work directly with the TAMC Chair and Committee Chairs (Data, ACE, Bridge) for assistance as requested.~~
      c. ~~Prepare and distribute meeting agenda packets (typically four meetings a month) and coordinate posting on the TAMC website.~~
      d. ~~Manage and coordinate Press Releases and/or communication opportunities including GovDelivery, etc.~~
      e. ~~Coordinate TAMC communications with partner agencies, contracting entities as well as the public.~~
      f. ~~Coordinate and manage quarterly MPO/RPA coordination meetings.~~
      g. ~~Attend / represent TAMC at partner conferences and meetings as requested.~~
      h. ~~Manage and assist with TAMC annual conference as needed.~~
   B. ~~Coordinate and produce TAMC Michigan Road and Bridge Annual Report~~
   C. ~~Manage 3-Year Strategic Work Program~~
   D. ~~Coordinate education and communication activities with the Michigan Infrastructure Council and Water Asset Management Council~~

**Commented [PSM1]:** Items reflected in Consultant Responsibilities

**Commented [PSM2]:** After one year of the contract it was determined the Consultant work plan required updates. Roles and responsibilities of this position have varied from the original RFS. The added language in this section was reviewed by MDOT, the TAMC Chair and Lead Associate at HRC in April.

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~~Task 1 – Coordinate the development of the TAMC Michigan Road and Bridge Annual Report by May 2nd:~~

- ~~Coordinate with MDOT staff to produce a full color and ADA compliant hardcopy and digital report.~~
- ~~Coordinate with the MDOT, Center for Shared Solutions (CSS), and Michigan Technological University (MTU), any contractors on data review and analysis.~~
- ~~Provide monthly updates to TAMC on report progress.~~

~~Task 2 – Strategic Work Program:~~

- ~~Coordinate and set up a strategic planning session.~~
- ~~Develop work plans for all the subcommittees.~~
- ~~Produce a strategic work plan document to be shared with the Council.~~
- ~~Manage work plan progress.~~
- ~~Provide monthly updates to the TAMC on strategic plan progress.~~

~~Task 3 – Draft and distribute TAMC Policy:~~

- ~~Coordinate with the full Council and/or subcommittees to draft new policy.~~
- ~~Make any revisions based on stakeholder's comments.~~
- ~~Submit the policy to the TAMC for approval and adoption.~~
- ~~Distribute to all TAMC stakeholders and partners.~~

Task 1: Coordinate the development of the TAMC Roads & Bridges Annual Report
- The TAMC, Committees and staff will provide data and information for the annual report.
- InDesign software will be used.
- The due date for the yearly report is May 2. HRC will complete the report for the years: 2024, 2025 and 2026.
- This task does not include attendance at any meetings.
- HRC Marketing will provide final edits and design services. HRC will submit the final report to MDOT.
- MDOT will process the document through their information office and finalize the publication.
- A direct expense for printing has been included to be used as needed.

-
- Task 2: Strategic Work Program
  - HRC will compile the Strategic Work Program for 2023-2025 due at the end of FY 2023 and update as determined by the TAMC and support Committees.
  - The format for the report will be the same as the previous version.
  - Participation from one HRC staff member at one strategic planning session planned each year.
  - Based on the strategic planning sessions, work plans will be developed by the three subcommittees.
  - Provide work plans to the Chair for each Subcommittee:
    - Data
    - Administrative, Communications and Education (ACE)
    - Bridge

Task 3: Draft and Distribute TAMC Documents
- HRC will coordinate the development of new or changes to existing TAMC documents requested by the TAMC or Subcommittees. Documents may include:
  - Policy
  - TAMC led Unified Work Program development.
  - Governance Documents
  - Notices or Requests
- HRC will coordinate the review and distribution of documents from MDOT, CSS and MTU to the TAMC
- HRC will review and provide feedback on documents that will need TAMC review/approval for partnering agencies and organizations.

Task 4: Attend TAMC-Related Meetings
- Participation from one HRC staff member at the following TAMC-related meetings:
- Monthly TAMC Meeting – in person, first Wednesday of each month at MDOT Aeronautics at 1:00 PM
- Monthly ACE Subcommittee Meeting – virtual
- Monthly Bridge Subcommittee Meeting – virtual
- Monthly Data Subcommittee Meeting – virtual
- Weekly MDOT Asset Management Section Staff Meetings or provide updates to MDOT Asset Management Section Manager/Staff as needed.
- Two MPO/RPA Coordination Meetings Annually – virtual
- Attend Michigan Association of Regions or Michigan Transportation Planning Association meetings as requested by representing agency Council Member.
- TAMC Partner Conferences
- Attending up to 3 conferences.
- Presentations at up to 3 conferences
- TAMC Conference Planning Team – attend, when possible, updates should be provided by the planning team to coordinator.
- TAMC Conference – HRC will provide updates to the TAMC regarding the Conference. HRC will attend participate and help facilitate when needed during the conference.
- HRC will prepare agendas, packets and minutes for TAMC, Data/ACE/Bridge Committee meetings working with the Chair of each Committee.
- HRC will coordinate and develop MPO/RPA Coordination meeting agendas and materials with partnering agencies.

Task 5: Additional Administrative Functions:
- HRC will manage and coordinate press releases and/or communication opportunities with MDOT. MDOT will be responsible for posting online or sending out to the listserv.
- HRC will coordinate TAMC communications with partner agencies, contracting entities, local road agencies as well as with the public.
- HRC will coordinate TAMC collaboration efforts with the Michigan Infrastructure Council and Water Asset Management Council.
- HRC will coordinate with MTU/CTT, CSS and other contracted services as needed to ensure TAMC directives and initiatives are properly implemented.
- HRC will work with the Treasury Department to update the TAMC website as needed. Regular Updates Include:
  - Posting Agendas & Minutes
  - Posting Training & Resource Opportunities

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- o   Developing page content and supporting documents

HRC's scope of work and priced proposal does NOT include the following items:
- Items beyond those explained above.
- Conference fees including registrations, booth hook-ups, rental equipment, etc.
- Posting information on MDOT's website or sending it out to the MDOT listservs.
- Attendance at Center for Technology & Training or CSS training events

MDOT Coordination
- HRC will coordinate with MDOT to provide administrative support to the TAMC:
  - o   Communicate and distribute TAMC related directives/efforts.
  - o   Determining the location and scheduling of TAMC meetings
  - o   Agenda or report material deadlines
  - o   Inquiries or items received from partner agencies or the public. MDOT associated tasks include budget, statewide data, technology, etc.
  - o   All materials provided to the coordinator must meet accessibility standards.
- HRC will submit monthly progress reports to MDOT with invoices.
-

## TAMC Committees

During its inception, TAMC established several standing committees which allow the TAMC to tap the expertise of the TAMC members, consultants and subject matter experts while ensuring efforts were in alignment with legislation. The committee structure allows for several critical activities to advance in parallel for recommendations to the TAMC. The TAMC Coordinator coordinates with the TAMC Chair, Committee Chairs and coordinates with MDOT and others in the preparation of the agenda, bulletins, forms, outreach, memoranda for committees and subgroups in support of the TAMC's duties and responsibilities.

The TAMC Chair/Vice Chair continues to work with voting TAMC members who Chair or attend these committees to undertake a review of the committee structure to ensure that established committees are available to bring recommendations to the TAMC. Through this governance review, it has been identified that areas such as finance, and policy and legislative advocacy as two examples of areas where committees are needed. Recommendations for new initiatives where a new policy or policies could be impacted and/or financial impacts outside of allocated appropriations should be approved by the TAMC prior to execution.

1. Administrative, Communications and Education: Committee comprised of three (3) to five (5) TAMC members that advise the TAMC on matters pertaining to training, communications, education, and budget.

2. Data Committee: Committee comprised of three (3) to five (5) Transportation Asset Management Council members that advise the TAMC on matters pertaining to data collection, quality, and analysis.

3. Bridge Committee: Committee comprised of three (3) to five (5) Transportation Asset Management Council members that advise the TAMC on matters pertaining to the application of asset management.

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**Michigan
Transportation Asset
Management Council**

DATE

The Transportation Asset Management Council (TAMC) is providing advance notice to any local road agency with 100 or more federal-aid centerline road miles under their jurisdiction that a compliant Transportation Asset Management Plan (TAMP) under Public Act (PA) 325 (Section 12) must be submitted to the TAMC by October 1, 2024.

Per Public Act 325, a local road agency that does not submit an asset management plan by this date is not in compliance and shall be notified by the TAMC at that time to comply. Local road agencies that are found in non-compliance will be given 120 days from the October notice to comply. If a local road agency fails to comply within the 120 days from the date of the October notice, the TAMC will notify the Michigan Department of Transportation (MDOT) of the local road agency's non-compliance status. By law, MDOT can withhold funds from being distributed to the local road agency until the local road agency's compliance is verified.

The TAMC would like to ensure local road agencies that have not submitted a TAMP have the resources they need to meet compliance. The goal is to support all local road agencies in finding success through asset management.

The Michigan Technological University on behalf of the TAMC, has created a template for TAMPs that agencies use as a guide for meeting the requirements of PA 325. TAMC also provides training and technical assistance resources which can be found on the TAMP Resource Page section of the "Support" tab on the TAMC Website.

Please reach out to the TAMC Coordinator, Sarah Plumer, (248) 392-1385, splumer@hrcengr.com with any questions.

Sincerely,

Joanna I. Johnson, Chair
Michigan Transportation Asset Management Council

Joanna Johnson, Chair – William McEntee, Vice Chair – James Hurt – Jim Snell – Bob Slattery
Ryan Buck – Rob Surber – Jennifer Tubbs –Eric Mullen – Kelly Jones

**TAMC Budget - FY2025**


Michigan Transportation Asset Management Council

| | FY25 Budget Proposed $ | FY25 Budget Proposed with Increased Budget |
|---|---|---|
| **I. Data Collection & Regional-Metro Planning Asset Management Progam** | | |
| Battle Creek Area Transporation Study | $ 20,500.00 | $18,000.00 |
| Bay County Area Transportation Study | $ 19,900.00 | $18,000.00 |
| Central Upper Peninsula Planning and Development | $ 50,000.00 | $69,750.00 |
| East Michigan Council of Governments | $ 108,000.00 | $125,500.00 |
| Eastern Upper Peninsula Regional Planning & Devel. | $ 25,000.00 | $36,500.00 |
| Genesee Lapeer Shiawasse Region V Planning Com. | $ 46,000.00 | $67,650.00 |
| Grand Valley Metropolitan Council | $ 24,000.00 | $58,700.00 |
| Kalamazoo Area Transportation Study | $ 22,000.00 | $27,450.00 |
| Macatawa Area Coordinating Council | $ 19,000.00 | $17,000.00 |
| Midland Area Transportation Study | $ 21,000.00 | $21,000.00 |
| Northeast Michigan Council of Governments | $ 51,000.00 | $66,300.00 |
| Networks Northwest | $ 75,000.00 | $86,350.00 |
| Region 2 Planning Commission | $ 40,000.00 | $50,650.00 |
| Saginaw County Metropolitan Plannning Commission | $ 21,000.00 | $26,250.00 |
| Southcentral Michigan Planning Commission | $ 55,000.00 | $54,000.00 |
| Southeast Michigan Council of Governments | $ 174,000.00 | $322,850.00 |
| Southwest Michigan Planning Commission | $ 41,000.00 | $46,250.00 |
| Tri-County Regional Planning Commission | $ 40,000.00 | $61,950.00 |
| West Michigan Regional Planning Commission | $ 88,000.00 | $83,850.00 |
| West Michigan Shoreline Regional Development Com. | $ 54,000.00 | $61,550.00 |
| Western Upper Peninsula Regional Planning & Devel. | $ 42,000.00 | $48,800.00 |
| MDOT Region Participation | $ 33,000.00 | $35,000.00 |
| PASER Quality Review | $ 60,000.00 | $60,000.00 |
| Non-Federal Aid Data Collection (Moved to Regions FY18 and beyond) | | |
| **Fed. Aid Data Collection & RPO/MPO Program Total** | **$ 1,129,400.00** | **$1,463,350.00** |
| **Culvert Contract - Annual Culvert Collection** | | **$75,000.00** |
| **II. PASER Data Collection (Paved, Non-Federal-Aid System)** | | |
| Road Commission of Kalamazoo County - 285.40 miles | | |
| City of St. Clair Shores - 160.00 miles | | |
| Kent County Road Commission - 752.36 miles | | |
| Washtenaw County Road Commission - 429.66 miles | | |
| City of Novi - 152.00 miles | | |
| Lapeer County Road Commission - 239.28 miles | | |
| City of Flushing - 26.95 miles | | |
| City of Lincoln Park - 116.10 miles | | |
| Manistee County Road Commission - 243.00 miles | | |
| Oscoda County Road Commission - 93.00 miles | | |
| Otsego County Road Commission - 298.00 miles | | |
| City of Iron River - 41.00 miles | | |
| Alpena County Road Commission - 82.00 miles | | |
| Monroe County Road Commission - 580.00 miles | | |
| **III. Central Data Agency (MCSS)** | **$ 377,000.00** | **$380,000.00** |
| **IV. MTU Training & Education Program Contract** | **$ 189,000.00** | **$200,000.00** |
| **V. MTU Activities Program Contract** | **$ 150,000.00** | **$150,000.00** |
| **VI. TAMC Expenses** | | |
| Fall Conference Expenses | $ 15,000.00 | $15,000.00 |
| Spring Conference Expenses | $ - | |
| Unallocated / Contingency | $ 6,000.00 | $6,650.00 |
| Other Council Expenses | $ 10,000.00 | $10,000.00 |
| **TAMC Expenses Total** | **$ 31,000.00** | **$31,650.00** |
| **Total Program** | **$ 1,876,400.00** | **$2,300,000.00** |
| **Appropriation - Michigan Transportation Fund** | **$ 1,876,400.00** | **$2,300,000.00** |

Please see separate attachment in email.  The excel spreadsheet is easier to view and has a dropdown option to change calculation.

**TAMC Regional Program - Reallocation Formula**

A TAMC Budget increase request was submitted to the state in the amount of $2,300,000 for FY 2025. This would increase TAMC's annual budget by $500,000 from the existing budget of $1,800,000.

The formula was developed with the assumption that approximately half ($243,000) of the increase in the FY2025 budget could be allocated to the regions. The remaining surplus in the budget could be added to other TAMC budget items.

This formula assumes a total Regional Program budget of $1,359,400 ($1,116,400 Current Regional Program Budget + FY2025 Increase $243,000).

Each new allocation amount is calculated by looking at the share of lane miles each region has throughout the state, then dividing the total budget out by their percent share.

$$\frac{\textit{Region Federal Aid Lane Miles}}{\textit{Total Federal Aid Lane Miles}} = \textit{Region Share of Total Federal Aid Lane Miles}$$

*Region Share of Lane Miles  X  Total Budget  =  New Region Allocation*

*To compare the difference in the current and new allocations for the region the following with calculated:*

*New Region Allocation  -  Current Region Allocation  =  Change in Allocation*

If a region showed a negative amount in their Change in Allocation, the committee decided to include an adjustment factor. The adjustment factor would limit their loss by 50% of the total loss that was calculated in the Change in Allocation.

For Individual Regions that experience a loss the adjustment factor is calculated as follows:

*New Region Allocation  X  0.5  =  Adjustment Factor Increase*

*New Region Allocation  +  Adjustment Factor Increase  =  **Adjusted Region Allocation***

The total amount added to the regions that have lost would be compensated equally from the regions that showed a gain in their New Region Allocation.

For Individual Regions that experience a gain the adjustment factor is calculated as follows:

$$\frac{\text{Sum (Adjusted Region Allocations from Individual Regions that lost)}}{\text{Number of Individual Regions with Change in Allocation Gain}} = \text{Adjustment Factor Decrease}$$

New Region Allocation  –  Adjustment Factor Decrease  =  **Adjusted Region Allocation**

**The table below shows what the Adjusted Region Allocations (column labeled "New Agency Allocation Based on Federal-Aid LM") are with the reallocation formula from Scenario B.**

| RPA/MPO | Fed-Aid Lane Mileage | New Agency Share Based on Lane Mileage | Previous Agency Allocation | New Agency Allocation Based on Federal-Aid LM | New Agency Allocation Previous |
|---|---|---|---|---|---|
| Southeast Michigan Council of Governments | 21,727 | 0.238 | $ 174,000.00 | $ 322,839.03 | $ 148,839.03 |
| East Michigan Council of Governments (EMCOG) | 8,499 | 0.093 | $ 108,000.00 | $ 125,467.76 | $ 17,467.76 |
| Networks Northwest | 5,875 | 0.064 | $ 75,000.00 | $ 86,317.04 | $ 11,317.04 |
| West Michigan Regional Planning Agency (WMRPC + WestPlan) | 5,338 | 0.059 | $ 88,000.00 | $ 83,823.63 | $ (4,176.37) |
| Central Upper Peninsula Planning and Development Regional Commission (CUP | 4,764 | 0.052 | $ 50,000.00 | $ 69,745.96 | $ 19,745.96 |
| Northeast Michigan Council of Governments (NEMCOG) | 4,529 | 0.050 | $ 51,000.00 | $ 66,238.70 | $ 15,238.70 |
| Tri-County Regional Planning Commission | 4,238 | 0.047 | $ 40,000.00 | $ 61,902.22 | $ 21,902.22 |
| Grand Valley Metropolitan Council | 4,022 | 0.044 | $ 24,000.00 | $ 58,666.85 | $ 34,666.85 |
| Western Upper Peninsula planning and Development Region (WUPPDR) | 3,358 | 0.037 | $ 42,000.00 | $ 48,770.41 | $ 6,770.41 |
| Southcentral Michigan Planning Council (SMPC) | 3,384 | 0.037 | $ 55,000.00 | $ 52,744.06 | $ (2,255.94) |
| West Michigan Shoreline Regional Development Commission (WMSRDC + WestF | 4,212 | 0.046 | $ 54,000.00 | $ 61,507.99 | $ 7,507.99 |
| Eastern Upper Penninsula Regional Planning and Development Commission (EU | 2,534 | 0.028 | $ 25,000.00 | $ 36,467.84 | $ 11,467.84 |
| Region 2 Planning Commission (R2PC + JACTS) | 3,482 | 0.038 | $ 40,000.00 | $ 50,619.20 | $ 10,619.20 |
| GLS Region V Planning and Development Commission (+GCMPC) | 4,621 | 0.051 | $ 46,000.00 | $ 67,611.70 | $ 21,611.70 |
| Southwest Michigan Planning Commission (SWMPC + NATS + TwinCATS) | 3,189 | 0.035 | $ 41,000.00 | $ 46,241.93 | $ 5,241.93 |
| Kalamazoo Area Transportation Study | 1,927 | 0.021 | $ 22,000.00 | $ 27,414.24 | $ 5,414.24 |
| Saginaw Metropolitian Area Transportation Study | 1,849 | 0.020 | $ 21,000.00 | $ 26,245.16 | $ 5,245.16 |
| Midland Area Transportation Study | 1,279 | 0.014 | $ 21,000.00 | $ 20,042.99 | $ (957.01) |
| Macatawa Area Coordinating Council | 786 | 0.009 | $ 19,000.00 | $ 15,365.81 | $ (3,634.19) |
| Bay City Area Transportation Study | 794 | 0.009 | $ 19,900.00 | $ 15,870.19 | $ (4,029.81) |
| Battle Creek Area Transportation Study | 703 | 0.008 | $ 20,500.00 | $ 15,497.29 | $ (5,002.71) |
| Grand Total | **91,110** | 1 | **$1,036,400.00** | $ 1,359,400.00 | $ 323,000.00 |

## MPO/RPA BUDGET

| REGION | COLLECTION | EQUIPMENT | VEHICLE | MULTI-YEAR | TOTAL |
|---|---|---|---|---|---|
| 1 | $ 37,090.00 | $ 4,862.00 | $ 1,903.00 | $ 61,500.00 | $ 105,355.00 |
| 2 | $ 11,220.00 | $ 2,431.00 | $ 576.00 | $ 15,500.00 | $ 29,727.00 |
| 3 | $ 16,581.00 | $ 7,293.00 | $ 851.00 | $ 15,500.00 | $ 40,225.00 |
| 4 | $ 9,515.00 | $ 2,431.00 | $ 488.00 | $ 18,000.00 | $ 30,434.00 |
| 5 | $ 7,252.00 | $ 2,431.00 | $ 372.00 | $ 18,500.00 | $ 28,555.00 |
| 6 | $ 9,643.00 | $ 2,431.00 | $ 495.00 | $ 14,500.00 | $ 27,069.00 |
| 7 | $ 35,346.00 | $ 7,293.00 | $ 1,814.00 | $ 46,000.00 | $ 90,453.00 |
| 8 | $ 24,483.00 | $ 7,293.00 | $ 1,256.00 | $ 33,500.00 | $ 66,532.00 |
| 9 | $ 13,708.00 | $ 2,431.00 | $ 703.00 | $ 10,500.00 | $ 27,342.00 |
| 10 | $ 20,718.00 | $ 2,431.00 | $ 1,063.00 | $ 25,500.00 | $ 49,712.00 |
| 11 | $ 7,164.00 | $ 2,431.00 | $ 368.00 | $ 4,000.00 | $ 13,963.00 |
| 12 | $ 14,485.00 | $ 2,431.00 | $ 743.00 | $ 11,500.00 | $ 29,159.00 |
| 13 | $ 11,233.00 | $ 2,431.00 | $ 576.00 | $ 12,500.00 | $ 26,740.00 |
| 14 | $ 11,631.00 | $ 2,431.00 | $ 597.00 | $ 16,500.00 | $ 31,159.00 |
| TOTAL | $ 230,069.00 | $ 51,051.00 | $ 11,805.00 | $ 303,500.00 | $ 596,425.00 |

Collection costs represent 1/3 of total
Equipment costs: Dell Laptop at $1,735.47,
        Garmin GPS at $200
        Maptitude GIS at $495
Vehicle costs at $.30 per mile
Multi-Year: $500 per Act 51 recipient in area

**TAMC Coordinator Agenda Report**
**Wednesday, May 1, 2024 @ 1:00 PM**

*The purpose of this document is to provide*
*guidance and information for TAMC agenda items.*

4. **Consent Agenda**
   3. *Starting this month, TAMC support services and partner updates will be included in the consent agenda. This is an opportunity for each agency/group to provide details and updates relating to the work they do to support the TAMC. (**Attachment D**)*

5. **New Business**
   1. *Governance Document Annual Review - The TAMC Timeline indicates that the TAMC will review the Governance Document every year in June. This year the TAMC does not have a June meeting, so it is important to review the document this month. The document has been updated with new information including the updated Consultant Work Plan. The Consultant Work Plan was updated to reflect the work that has fallen under the responsibility of the TAMC Coordinator, as this role has evolved since the original Request for Services. MDOT, TAMC Chair and HRC were involved in this update. (**Attachment E**)*

   2. *Notification of October 1, 2024, Deadline - Per Public Act 325 of 2018 "A local road agency that is required to submit an asset management plan under this subsection that has not submitted the asset management plan by October 1, 2024, is not in compliance with this subsection. A local road agency that is not in compliance with this subsection shall be notified by the transportation asset management council that the local road agency shall comply with this subsection within 120 days of the notice. If a local road agency fails to comply with this subsection after 120 days of the notice required by this subsection, the transportation asset management council shall notify the department of the noncompliance and the department may withhold funds distributed to the local road agency under this act. The department shall release any funds withheld for noncompliance with this subsection to the local road agency in the following month's allocation after compliance is verified."*

   *It is in the best interest of the TAMC to send a prior notification to local road agencies notifying them of this impending deadline. (**Attachment F**). The ACE Committee will be reviewing the requirements set forth in PA325 and will develop a process or procedure over the summer on how this will be managed by the TAMC in October.*

7. **Unfinished Business**

   1. *Fiscal Year 2025 Budget - If the annual TAMC annual budget increase request is approved by the state, there may be an additional $500,000 added making the full annual budget $2,300,000. The TAMC must determine what program line items will be adjusted. MDOT has provided budget recommendation for the TAMC to discuss (**Attachment G**), and more information is provided in the Support Services and Partners Update under the MDOT section. (**Attachment D**)*

2. *Regional Program Allocation Formula. The ACE and Data Committee have been working to develop a new Regional Program Allocation Formula (**Attachment H**) that would be set in place in FY25.*

   *At the April ACE Committee meeting it was recommended to bring the attached formula, Scenario B, to the TAMC for review. Much discussion has occurred on this topic at the committees, including what data to use, validity of data, potential adjustment factors that could be used to minimize any loss to some regional agencies. The recommended formula, Scenario B, is outlined in **Attachment I**.*

   *For background information, the original formula found in early TAMC documents is shown in **Attachment J**. This formula used the factors of data collection (in miles), equipment, vehicle costs and the number of Act 51 recipients in the region.*

## 8. Presentation

3. *Version 3 Live Demonstration from CSS – Thomas Ro & Cheryl Granger will provide a live demonstration of the new Version 3. This presentation is set to take approximately 30 minutes.*

**Other Updates:**

- *Please take a moment to welcome Jim Snell to the TAMC, he will be attending virtually.*

- *It has been determined that there is no need to schedule a TAMC Strategic Planning Session, as the Strategic Work Plan covers a three-year time period and the Council and Committee goals, and objective were updated last year.*

- *The Annual Conference Save the Date is attached to this packet. The Joint MIC/TAMC/WAMC meeting will be held during dinner the evening before the conference, August 12th, in Grand Rapids.*

- *TAMC 2023 Roads & Bridges Annual Report will be sent in a separate email and is on schedule for publication on/before May 2nd. Thank you for all your involvement!*

- *The Presentation of the 2023 Annual Roads & Bridges Report is tentatively scheduled for the August 1, 2024, State Transportation Commission meeting.*

- *Next TAMC Meeting Wednesday, August 7, 2024, 1:00pm*

# SAVE THE DATE

## Integrated Infrastructure Conference

Creating a Culture of Asset Management For a Brighter Future

**Michigan Transportation Asset Management Council**

**Michigan Infrastructure Council**

**Michigan Water Asset Management Council**

**Tuesday, August 13, 2024**
8:00 am-5:00 pm

**Wednesday, August 14, 2024**
8:00 am-12:00 noon

**Location:** Grand Valley State University
L.V. Eberhard Center
301 West Fulton Street
Grand Rapids, Michigan 49504

**Lodging:** Holiday Inn, 310 Pearl Street. NW
Grand Rapids, Michigan  49504