



WILLIAMSBURG AREA TRANSIT AUTHORITY  

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MEMORANDUM

**TO:** Board of Directors

**DATE:** September 8, 2021

**SUBJECT:** **FY 2022 Budget Amendment – Transit Study, City of Williamsburg *Proposed Resolution #R22-11***

Staff is requesting an amendment to the FY 2022 budget to assist in the funding of a study of proposed service frequency improvements in the core and historic areas of the City of Williamsburg. The study will look at services currently offered by WATA and The Colonial Williamsburg Foundation. This is a topic that has been discussed for a couple of years and was the subject of a resolution from the Historic Triangle Collaborative. As the area and its economy are emerging from the COVID-19 pandemic, the City asked WATA to partner on a study to assess services in the aforementioned areas.

WATA did not budget for such a study in the FY2022 budget and so the City contracted for the study initially. The successful offeror is Jarrett Walker and Associates with a proposal of \$49,984. Staff is recommending reimbursement of \$25,000 to the City of Williamsburg to assist in the study effort. As the fiscal year is only in the first quarter and excess revenues are not evident or available, the recommendation is to appropriate undesignated operating fund balance to cover the expenditure.

**Recommendation:** The Board of Directors approve the Resolution #R22-11 amending the Fiscal Year 2022 Budget in the amount of \$25,000.

  
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Zachary Trogon  
Executive Director