

## MPO POLICY BOARD

### Minutes

August 13, 2020

2:00 pm

Tippecanoe County Office

*Due to the public health emergency, the meeting was held virtually. Members of the public may watch the livestream of the meeting at <https://www.facebook.com/TippecanoeCountyIndiana> or <https://www.youtube.com/channel/UCJleeA9ZQo9E11GdZTdjurQ/featured>*

#### **MEMBERS PRESENT**

Tony Roswarski	Mayor, City of Lafayette
John Dennis	Mayor, City of West Lafayette
Tracy Brown	President, County Commissioners
Peter Bunder	President, West Lafayette Council
Cindy Murray (proxy for Gary Henriott)	Lafayette Board of Works
Mike Gibson	Chair, GLPTC
Jackson Bogan	Area Plan Commission
Shane Spears	INDOT

#### **Absent Voting Members**

Kevin Underwood	President, County Council
Ron Campbell	President, Lafayette City Council

#### **Non-Voting Members Present**

Sallie Fahey	Executive Director, Area Plan Commission
Doug Poad	APC
Tim Stroshine	APC
Aria Staiger	APC
Marty Sennett	CityBus
Stewart Kline	County Highway Department
Mitch Lankford	West Lafayette City Engineer
Jeromy Grenard	Lafayette City Engineer

President Tony Roswarski called the meeting to order at 2:00pm and conducted a roll call of members present.

### **I. APPROVAL OF MINUTES**

Mike Gibson moved to approve the minutes from the July 9, 2020 meeting. John Dennis seconded.

Tony Roswarski asked for discussion or corrections then conducted a roll call vote. The minutes, as submitted, were approved 8- yes to 0-no.

#### **Yes-Vote**

Tony Roswarski  
Tracy Brown  
Peter Bunder  
Cindy Murray  
Mike Gibson  
Jackson Bogan  
Shane Spears  
John Dennis

#### **No-Vote**

**II. RESOLUTION T 2020-06: RESOLUTION TO AMEND THE FY 2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**Program two new INDOT projects: overhead sign structure inspections on non-interstate routes, and high-mast lighting tower inspections at interstate interchanges.**

Doug Poad said this is a request from INDOT to program two new projects in the TIP. The first is an overhead sign structure project. INDOT has approximately 3,700 structures throughout the state that need to be inventoried and inspected every so often. This project started in FY 16 and in FY 21 they are looking to use both state and federal funds to inspect the structures on non-interstate routes. The specific costs of the project are listed in the table in the packet. The second project is a high-mast lighting tower inspection project. These are typically seen at interstate interchanges. This year they are looking at inspecting towers in four districts. Last year, they inspected the towers in the Greenfield and LaPorte districts. The specific information is listed in the table in the packet. This request was presented to the Technical Transportation Committee last month and it recommended approval.

Tony Roswarski asked for discussion or questions then conducted a roll call vote. Resolution T 2020-06 was approved 8- yes to 0-no.

**Yes-Vote**

Tony Roswarski  
Tracy Brown  
Peter Bunder  
Cindy Murray  
Mike Gibson  
Jackson Bogan  
Shane Spears  
John Dennis

**No-Vote**

Sallie Fahey asked that there be a one-minute pause for public comment. No comments were received.

**III. APC PROGRESS REPORT**

**MPO Update  
CityBus Safety Plan**

Marty Sennett said several years ago, the FTA initiated a rule to formalize our safety procedures and how we conduct our safety programs. The formal plan is presented in the packet. This puts in writing who is responsible for what actions and sets goals. The data that is included was taken from the national transit database that all transit systems report to. Along with the safety plan, CityBus installed a collision avoidance system in 11 vehicles which was approved a year and a half ago. This took so long because the original bid said the cameras had difficulty picking up objects and people in no or low light situations. This is not good because half of the year we run in low light for quite a bit of the day. After the camera system was improved, we got another bid. One of the great things about this camera system is that it records events through GIS. If there is a close call at one intersection repeatedly, there will be numerous markers shown in GIS and we can work with the city engineer to make the intersection safer. It generates daily reports on who is exceeding the speed limit by more than 10 mph. If everyone is speeding, there may be a problem with the route and it may need to be redesigned. We want to test this new system on the 11 vehicles before we equip every vehicle. The information we receive from this system will be a tremendous help. We have also hired a transit analyst that will help analyze the data. Marty said he is going to recommend to his Board of Directors in the FY 21 budget that we create a position for HR and Safety Director to oversee a lot of these procedures that are outlined in the plan.

## Thoroughfare Plan Update

Tim Stroshine said in the current Thoroughfare Plan, there are two considerations; is something an urban area or a rural area and based on that, what street design is required. The current plan fits street elements into the right-of-way. For different types of streets there is a defined right-of-way and this plan fits what is needed into the defined area. For the updated plan, staff believes the better way to approach this, is to have three considerations which are development intensity, land use, and street design. Development intensity is asking how much has been built on the land. This has been broken down into the four categories of urban downtown, urban, town, and rural. Land use asks how people spend time in this place. This has also been broken down into four categories which are commercial/industrial, mixed use, residential, and rural. Commercial/industrial were lumped together because from a traffic and road design standpoint, these have similar needs. the mixed-use category is applicable to our downtown areas with the new high-rise development. Street design asks how many vehicles, bicycles, pedestrians, and transit users are on a street. All users are important in this system and it is important that we accommodate all of them. From here, there are seven road classifications; primary arterial, divided primary arterial, secondary arterial, one-way pair arterial, major collectors, minor collectors and local roads. Arterials tend to be larger roads that carry more traffic. Local roads carry minimal traffic but provide access to homes and residences.

Staff is still in the process of classifying existing roads. Arterials tend to be longer roads with higher volumes. They move a lot of traffic. Collectors tend to be shorter roads that often connect other classified roads. For example, a collector could connect an arterial to an arterial. For each classification of the several categories, there are several types of design standards. Some of these design standards are listed. For example, bike lanes, bike lane widths, trails, sidewalks are important to staff and will be changing and improving in this new plan. Right-of-way width is determined by what elements need to go into the right-of-way. The previous plan had a defined right-of-way width and staff tried to fit the elements into it. Staff believes this is backward. In the new plan, there is flexibility with design and needs dictates how wide the right-of-way will be.

Tim presented an example using one of the design tables in the new plan. For the example, he used the Tippecanoe County Office Building located at 20 N 3<sup>rd</sup> Street, Lafayette, IN 47901. The first part of the plan would categorize the development intensity as urban downtown and mixed-use in the land use category. 3<sup>rd</sup> Street and Columbia Street would both be considered in this example and they are one-way pair primary arterials. He presented the design table for urban downtown mixed-use and highlighted the row for one-way pair primary arterials. He said this would require the listed design standards. In some of the columns, there are some things that are not numbers; some say design, varies, not applicable. There are a lot of footnotes in this plan that explain what these terms mean. These design standards have been discussed with local government engineers and they have given their approval. The design standards for Columbia Street and 3<sup>rd</sup> Street would need to be met for this example. For some projects, exceptions may be desired, or make more sense for that individual case. The plan states that exceptions from standards are at the discretion of the local government engineer. We have discussed how an appeal process can take place for developers, but this has not been finalized. He said he would send a draft of the plan to the Committee, so they can give their opinions. We think it is important to have unity in this plan to make sure that everyone is in support. He asked for questions.

John Dennis asked if the city engineers will get a copy of the plan.

Tim Stroshine said APC staff has gone through some of this with them but before we put together a plan for final approval, they will each get a copy of the draft.

Sallie Fahey said when the current draft is finished, staff will take this to the development community. There may be some push back because their surveyors will have to look at what roads are appropriate in the development before they know what kind of right-of-way they are going to have to plat. This will require consultation with our office as well as the city or county engineers. There are some things that the engineers get to make decisions on but most of those have outside parameters within which they can make specific

decisions depending on the road in the development. We are hoping the local government engineers will participate with us as we go to the development community, so the developers understand we are all in agreement. One of the big issues has been in the subdivision ordinance which in part mirrors the Thoroughfare Plan. She said the community has done a fantastic job at developing trail, bicycle and pedestrian plans. Yet, when we get to a development area, we have no way to require a developer to continue that trail plan or trail through their development as has been planned that it should. This plan is one of the ways that we can continue implementing those plans without the burden being entirely on local government. We think that the development community should be sharing in that cost because they are ultimately getting a more desirable community.

Tony Roswarski said from his standpoint, if Jeromy Grenard has reviewed this and given preliminary approval to keep moving forward, he is comfortable moving forward. The city is interested in the standards lined up with the trails and linkages to parks. We have each done huge bicycle and pedestrian plans trying to tie all these things together, so this is the next step. We still need to vet it with other groups and have discussions, but this is a good step in the right direction.

### **Coordinated Human Services Plan Update**

Doug Poad said this is an interesting project that started late last year. The Coordinated Human Services Transit Plan looks at transportation issues for three groups of people; those that have low income, those that are elderly and those that are disabled. It is a federal requirement and this the second five-year update to the plan. There are a few steps in developing this plan. First, staff put the demographic data together and it is available on the APC website. Earlier this year, staff sent out notices to let stakeholders know about the plan update and asked them to review a list of transportation providers. Staff received several comments and added the additional providers to the list. This update was delayed because of COVID. The second round of notices were sent out to transportation stakeholders in July. They were given a link to a 16-question survey that asked what services they provide and for additional information. Staff asked for the surveys to be completed by the end of July and unfortunately, only a handful of responses were submitted. After contacting the agencies, staff has received 38% of the surveys. The next step in the plan is to look at issues, gaps, challenges and barriers that the three groups face. This step has typically been a meeting but with COVID, a fillable PDF will be sent out for agencies to write in and send it back to staff. Hopefully, we will be able to start working on the report by the end of this year to have it ready early next year.

Tony Roswarski said it seems to be tough to get responses but thank you for your perseverance in continuing to make sure we have adequate information to make decisions.

Sallie Fahey said we are trying to do find out what services are available in the community for these three groups, find out what their needs are then find where the gaps are between their needs and the services that are provided. Then jointly figure out solutions to filling those gaps.

### **Annual Listing of Projects Update**

Doug Poad said this is a report that we have been doing since 2006 as a requirement of the FAST Act. This report looks back to see where federal funds were obligated in the last fiscal year. Staff has taken this report as an opportunity to do more extensive research and add more information on projects that are locally funded. This lists road projects, transit projects, bicycle projects, pedestrian projects and INDOT projects. The report contains aerial photos and pictures so people can get an idea of where the project is and the surrounding land use. The project also includes a completion summary with before and after pictures. The draft of this document has been completed and is being reviewed. September 30<sup>th</sup> is the deadline to have it complete and on the APC website.

### **Traffic Count Program Update**

Aria Staiger said staff had planned to traffic counts differently this year and next year. Staff is working on a vehicle miles traveled model which means counts need to be taken in different locations than the normal three-year cycle locations and is focusing on intersections along arterials and other high functional class roads. Unfortunately, things have been different this year with COVID. The counts that have been taken thus far will not reflect historical trends. Ordinarily, to correct for variations, an adjustment factor is applied that is provided by INDOT. However, INDOT has not provided any COVID adjustment factors so counts cannot be adjusted. The times that counts are taken have been moved around to avoid the worst impact from COVID. Lafayette now has completed all their counts and West Lafayette will be finished soon. Staff tried to aim for the least impacted time of year.

Tony Roswarski asked if INDOT can give an adjustment for COVID. He asked what will be done with the traffic counts.

Aria Staiger said we can compare these counts to historic data we already have to get a sense of how the counts changed. Not all the counts are in locations where staff has never taken a count before. Most are in locations where counts have been taken within the last three years. We could run some statistics to see what has generally changed as a result of COVID.

### **2050 Metropolitan Transportation Plan Goals Survey**

Tim Stroshine said this was launched as part of our long-range planning effort that is done every five years. This survey was distributed throughout the community using social media and local organizations. The survey was also on the APC website. The survey asks nine questions like how important is enhancing transportation options and accessibility options for all. After the question, there is a description of what the question means and a picture. The person taking the survey will rank how important this goal is from very important to not important. Staff has received a good response rate on the survey and gotten over 550 responses on the English and Spanish versions. There is a comment section at the bottom of the survey and staff has received over 150 comments. Tim said he has started analyzing some of the results and comparing the responses he has received. The intention is that this will be the first part of the public participation and outreach for this plan. The next step is to look further into more specific goals for each of these over-arching objectives. Staff is pleased with the progress so far and this will be incorporated into the plan. The survey results will be shared on the same platforms that posted the initial survey.

Sallie Fahey said in addition to Facebook and the more traditional social media outlets, we used Nextdoor and it was a wildly successful place to get responses. There were over 100 responses in the first three hours that the survey was on Nextdoor.

Tim Stroshine said it is difficult to see where this is being seen from because we did post this on all the outlets at the same time, but we did see a lot of comments in the first few hours on Nextdoor. That leads us to believe that people were initially getting the survey through Nextdoor.

### **INDOT 18-Month Letting List**

Doug Poad said there are a lot of projects on the list especially INDOT projects that we will be seeing over the next 18 months. The first group of projects are on SR 25 with a targeted October letting date. These are all a thin deck overlay on all the bridges. In November, there are a dozen projects that will be let. Most of the projects are on I-65 but one project is a superstructure replacement on SR 25. In December, there are 7 projects that are on various state roads. Projects 28, 29, and 30 are all local projects using federal funds. If everything continues to go smoothly, all the federal funds should be obligated by the end of January. There were some changes on projects 42 and 43. The Sagamore Parkway Trail moved from a

March letting date to a November 2021 letting date. The project on I-65 moved from a July to a December letting date.

Shane Spears thanked everyone that was involved in or affected by the I-65 closure a couple of weeks ago. He said he appreciates everyone's patience and teamwork. The project worked out well.

#### IV. OTHER BUSINESS

Marty Sennett said earlier this week, the FTA released its results of the bus and bus facility grants program. CityBus was awarded \$1.2 million for the expansion of the CNG station. This will add a dispenser, compressor, and a shelter for the employees. He thanked everyone that wrote letters on our behalf because we likely would not have received this without the support and we appreciate the continued support from everybody on the Board. We will get started on the shelter project that was funded two years in a row. Doug Poad has done the environmental on several of the locations that have been identified. Hopefully in late fall or early spring there will be more shelters.

Tony Roswarski congratulated Marty on the grant. He said he is looking forward to more bus shelters. This will be great for the community.

#### V. CITIZEN COMMENT

Tony Roswarski asked if there were any comments received. There was a one-minute pause for comment. There were none.

#### VI. ADJOURNMENT

John Dennis moved to adjourn. Mike Gibson seconded.

Tony Roswarski conducted roll call vote and the motion passed 8-yes to 0-no.

#### Yes-Vote

Tony Roswarski  
Tracy Brown  
Peter Bunder  
Cindy Murray  
Mike Gibson  
Jackson Bogan  
Shane Spears  
John Dennis

#### No-Vote

The meeting adjourned at 2:45pm.  
Respectfully Submitted,

Chyna R. Lynch  
Recording Secretary

Reviewed By,



Sallie Fahey  
Executive Director