

MPO POLICY BOARD

Minutes

March 12, 2020

2:00 pm

Lafayette City Hall Board of Works Room

MEMBERS PRESENT

John Dennis	Mayor, City of West Lafayette
Ron Campbell	President, Lafayette City Council
Tracy Brown	President, County Commissioners
Peter Bunder	President, West Lafayette Council
Cindy Murray	Lafayette Board of Works
Mike Gibson	Chair, GLPTC
Jackson Bogan	President Area Plan Commission
Shane Spears	INDOT

Absent Voting Members

Kevin Underwood (proxy)	President, County Council
Tony Roswarski	Mayor, City of Lafayette

Non-Voting Members Present

David Griffee	City of Lafayette, Engineering
Mike Spencer	Tippecanoe County Highway Dept.
Jeromy Grenard	City of Lafayette, Engineering
Marcus Smith	City of West Lafayette, Engineering
Stewart Kline	Tippecanoe County Highway Dept.
Sallie Fahey	Executive Director, Area Plan Commission
Bryce Gibson	GLPTC
Doug Poad	APC Staff
Tim Stroshine	APC Staff
Aria Staiger	APC Staff

In absence of Tony Roswarski, John Dennis called the meeting to order at 2:00 pm.

I. APPROVAL OF MINUTES

Mike Gibson moved to approve the minutes from the February 13, 2020 meeting. Ron Campbell seconded. The minutes, as submitted, were approved by unanimous voice vote.

II. APC PROGRESS REPORT MPO Update FY 2021 UPWP

Sallie Fahey said the cost allocation plan that was discussed at the previous meeting and submitted to INDOT at the end of January was accepted and a letter of approval for the plan has been received. The next step was the full draft Work Program which was submitted to INDOT at the end of February. This will be reviewed by INDOT and the Federal Highway Administration and Federal Transit Administration in March and any changes that should be made will be sent to staff. At the April 9th meeting, the resolution to adopt the Work Program will be heard. INDOT moved this process into an earlier timeframe to make sure INDOT has enough time to go through the FMIS process to transfer federal funds to the state, write the contracts and give MPOs purchase orders before July 1st. The timeframe this year has been changed to

be more timely. The second page in the packet shows all the federal funds that are allocated to this MPO for FY 2021. The previous meeting discussed how PL money is distributed. Our share of the PL money is \$279,259 with an additional \$16,000 from the special projects fund for the MPO Conference. The FTA money is \$78,641 which gives a total of \$373,900 for FY 2021. The SURP Grant which is used for work in Carroll County is \$30,940 which brings the FY 2021 to \$404,840. There are remaining funds from FY 2019 and FY 2020 after the second quarter billing. Money is taken from the oldest PO first because those purchase orders are good for the year of authorization plus three more years. Unlike project money, these funds do not have to be spent in the same year. This gives a grand total of \$820,566. The chart in the packet shows the 80/20 split of federal dollars and local funds. She said she is programming a total of \$561,819 out of the \$820,566 which leaves \$258,746 for overruns.

The following four pages of the draft show how the funds are distributed. The numbers on the left side of the table are work program numbers in the full version of this document. Every number has a description, a scope of work and what it will cost in staff time in salary dollars. The direct 100% column is direct salary dollars which cannot exceed the total salaries for CY 2020 which is shown on the second page as \$847,955. Anything in the table below that says CL, which is claim meaning it is something that will be bought, not staff time. For example, 141 CL is for transportation conferences and will cover mileage, hotels, registrations, and memberships to the regional councils. 511C EQ is for equipment and 511C TC is the traffic counting contract that are purchased out of the grant for Carroll County. 531CL and 545CL are software purchases for dedicated transportation computers or the map plotter. 142CL is brand new this year as is 142 in staff time. This is a work item that has been set up specifically for the Indiana MPO conference we are hosting this year. There is money for staff time and purchases for the hotel, food and supplies for the conference. \$65,000 has been put into this with \$16,000 of special PL allocation funds. These numbers are based on what was spent in 2009 when our MPO hosted the last conference. The match will come from registrations and vendor sponsorships; there will be no county match. The overhead amount is applied to the salaries which came from the cost allocation plan and the county will get back some of the overhead.

The next two pages outline the Detailed Funding Source for work items that can be reimbursed through the transportation study. These are split between the 80% Federal and the 20% Local in the table. There is a note that explains that the 142CL is being matched with registration and sponsorships, not with county funding. Looking at the bottom line, \$561,819 of Federal funding matches the programmed number on the first page. The next page is mostly for INDOT because they like to have a page where they can see the amount of federal funding that will go into the contract and purchase order by series.

One of the requirements from the Federal Highway Administration Indiana Division and the Chicago Offices of Federal Transit Administration is to spend time on areas of planning emphasis. The last page details FY 2018, 2019 and 2020 planning emphasis areas. These are mostly geared towards INDOT because FHWA believes INDOT should update their planning roles and responsibilities operating manual. FHWA is interested in promoting the Traffic Incident Management (TIM) operations. This is a way of managing crashes, reduce secondary crashes, and protect first responders. For instance, a secondary crash on the interstate is almost always more deadly or injurious than the primary crash. The secondary crash can be prevented by using this beneficial system. Some local officials have been trained on TIM and promotion of this will be continued. There may be training sessions for trainers locally.

Tracy Brown said that involves a plethora of items like quick clearance of the crash and queuing traffic after a crash.

Sallie Fahey said even the way fire departments position their trucks in the lanes have an impact. There are astonishing videos of incorrectly placed firetrucks that get blown away along with anyone near the trucks. There are numerous things that can improve the safety of first responders. The third area is to assist the LPAs to develop road safety plans. The last area is to look at local engagement plans for compliance with federal standards and incorporate new ideas using social media. The last page in the packet is the new work item for the MPO conference. Next month the final version will be available to be adopted after Federal Highway Administration, FTA and INDOT have been through the draft.

Sharing Agreement

Sallie Fahey said every year, after taking money off the top for specialized projects, INDOT splits funding 75/25. 75% goes to INDOT and 25% goes to local. The estimated portion was presented earlier in the year and this page in the packet is the MPO final version. Group I MPOs are the larger MPOs with an urban population of 200,000 or more. Lafayette's MPO is the largest of the Group II MPOs. The table shows the various groups the funding will be split into for each MPO. It is down a little bit from the estimate. The estimate in STBG money showed \$4,115,000 but now it shows \$4,101,000. HSIP, which is safety money, was \$591,000 and is now \$589,000. TA, which is for enhancement of trails and sidewalks, did not change. Penalty money which comes off the top of STBG because Indiana's minimum sentencing for DUIs does not match the federal requirement, so they have to take some of the money for penalties. This went from \$163,000 to \$153,000. The total went from \$5,088,000 to \$5,061,000 however, our MPO did a little better. The Spending Authority, what Congress allows states to spend of the money, went from 97.8% to 98.06%. This goes back to the concern about donor states and recipient states of federal gas tax dollars. There were states like Indiana that put more money into the gas tax than what they got back. There was a big effort to get donor states 85% to 90% of what they put in. There will need to be a TIP amendment or modification to update these numbers by the end of the fiscal year.

Bikes Count

Tim Stroshine said the current virus has impacted this agenda item. The initial plan was to split this into two counting times: one count on campus during the end of spring semester and another count in downtown Lafayette during the fall. Purdue has changed this plan with its recent closure. Staff is unsure how they will proceed with these counts. It is most likely the entire count will take place in the fall with still two phases. Staff will still collect safety data pertaining to helmet use, cyclists stopping at stop signs and correct lane use. This will be updated with more information in the coming months.

Teal Road Update

Sallie Fahey said there will not be any major work done on Teal Road for at least a year because it will take the utility companies that long to move the utilities out of the way. INDOT will continue to patch and maintain this road to make sure it is useable. There are two potential benefits of the delay. This year INDOT will be doing traffic counts and a more accurate count can be taken without construction. This information is important for traffic projection software modeling. The second benefit is that the delay may make it easier to travel during the fairground's construction.

Cindy Murray asked if this information is available to the public.

Sallie Fahey said Shane Spears will investigate if the contractor for the project can have a website to provide updates.

Shane Spears said as of right now, the contractor does not have a website. He said he will discuss this with a communications person at INDOT to see if it can be put on a state website to direct people to information.

Tracy Brown asked if this project will include the sidewalks.

Shane Spears said this will include the sidewalks.

Tracy Brown asked if the plan includes extending the sidewalks past Central Catholic.

Shane Spears said he is not sure if that is in the plans.

Sallie Fahey said the sidewalks will be east of Central Catholic. There will not be sidewalks over by the railroad bridge. There will be sidewalks where they can fit up the hill but not right at the bridge.

Shane Spears said they will continue to have the gap from Three Sons to the western edge of Central Catholic property. That would more than likely be due to a site issue and terribly expensive to do.

Sallie Fahey said there will be sidewalks on what used to be Beck Lane.

INDOT 18-Month Letting List

Doug Poad said the letting list is getting smaller. He said he could not find any information on Project 2.

Shane Spears said the debris moved downstream during a flood from where it was originally located and eliminated the need for the project.

Doug Poad said Projects 1 and 3 are good to go to letting. Project 3, the Concord Road Lighting Project, is doing really well and cost less than what was programmed for the project. There will be additional federal funds that will need to be obligated somewhere else. The project on SR 25 will most likely be awarded to Reith Riley with a total construction cost of a little over \$440,000. The February bid letting of the new signals on US 231 at CR 800 and SR 28 is good to go. There are quite a few projects for the April 1, 2020 letting. Three of the projects on I65 disappeared. There are two new projects on US 231 for debris removal. Projects 13, 14, 15 and 16 are local projects. Lindberg Road and North River road projects have been moved from July to November letting dates. Park East Boulevard has been pushed to a January letting date. The last project on I65 has been moved to July of next year. After April the list is going to be thin.

Peter Bunder asked why the project list will be short.

Doug Poad said he is unsure. It is usually filled with maintenance projects from INDOT.

Shane Spears said INDOT tries not to do any projects in May because if letting issues arise, they have to be moved to a different fiscal year.

Sallie Fahey asked if this is why they have not added many projects for FY 2021.

Shane Spears said there should be projects listed for FY 2021.

Peter Bunder said this does not mean we are out of money; this is just administrative policy.

Monthly Funding Report

Doug Poad said the Concord Road Lighting Project was let for construction and the paperwork has been signed for the federal funds. Staff must figure out where to apply the additional funds. Staff is in the process of obligating federal funds for the right-of-way phase for Yeager Road. The NEPA document that looks at the environmental issues was recently approved. Staff is working on obligating the funds for Preliminary Engineering for the South 9th Street project. The NEPA document has been approved for the McCutcheon Safety project so the request for federal funds can be submitted to obligate those funds. Overall, this is looking good.

Funding Swap

Sallie Fahey said we needed to do an elaborate swap amongst MPOs to be able to do the county HSIP project on North River Road and CR 500N. She said she had not been getting any takers because most could not repay the money next year when we were ready to start construction. She said she was contacted by Terre Haute last Friday. She said our MPO was trying to get rid of \$742,000 this year and

get it back next year as well as get additional funding to have three years' worth of money. This has been partially done but not all. Terre Haute can take \$573,000 and agreed to pay us back next year. She said she has the signed agreement from Terre Haute and wanted the go-ahead from this Board to sign it and send it back. She said she will notify INDOT Finance to move the money around.

Tracy Brown moved to approve the funding swap. Shane Spears seconded and the motion carried by unanimous voice vote.

Jackson Bogan asked what will be done with the remaining money.

Sallie Fahey said she is not sure if she will find anyone to take it but there are a few things that can be done with it. She said she will ask if they will let us move the funding to next year. The other possibility is to put more money in the US 231 Corridor Study or to CityBus for more shelters and sidewalks. There could also be on-going projects that need more money.

US 231 Corridor Study Funds

Sallie Fahey said for years staff has asked for an updated corridor study north of US 52 hooking into I65. INDOT has now agreed to this study. It has been agreed that \$75,000 of federal money will be put into the study. Shane Spears has agreed that INDOT will run the study. This means staff will be part of the work along with the hired consultant. This study will see if it is economically feasible to create an interchange on I65 or if hooking into an existing interchange is the better option. The biggest benefit would be getting a corridor, so the local subdivision ordinance can begin to reserve the area to prevent infill development. She said she will work with INDOT Finance to determine where the funds need to go for this study. If there is money that needs to be obligated before June 30th, more could possibly go to this project as well.

III. QUARTERLY REPORT

Tim Stroshine said the list in the packet covers what staff learned at the Technical Committee meeting in February.

Tippecanoe County Klondike Road Project

Tim Stroshine said this project has enough funding to cover the change orders. APC will coordinate with the project manager to make sure that the change orders are submitted in a timely fashion to meet INDOT deadlines.

Lindberg Road Project

Tim Stroshine said the letting date was moved back from July 2020 to November 2020.

Lafayette Park East Boulevard Project

Tim Stroshine said the Stage Three design date moved back with an expected completion date of August 2020 instead of March 2020.

South 9th Street Project

Tim Stroshine said this project is on a tight schedule. There is quite a bit of federal funding in the TIP for preliminary engineering. Staff will monitor this project to make sure it meets INDOT deadlines for this fiscal year.

West Lafayette

Sagamore Parkway Trail Project

Tim Strohshine said this is on track to have the environmental report and the Stage One design completed by September 2020. A FMIS extension request was filed with INDOT on February 5, 2020. There has not been any other information shared about that yet. There were concerns with the project previously because of the unexpected issues that occurred during design. This project is finally moving forward so this is all good news.

The projects on the list had no other comments. This does not mean that nothing else is happening, but they are progressing as they should. He thanked the engineers for their work on keeping up with this report.

IV. OTHER BUSINESS

None.

V. CITIZEN COMMENTS

None.

VI. ADJOURNMENT

Ron Campbell moved to adjourn.

The meeting adjourned at 2:40 pm.

Respectfully submitted,

Chyna R. Lynch
Recording Secretary

Reviewed By,

Sallie Fahey
Executive Director