

MPO POLICY BOARD

Minutes

March 14, 2019

2:00pm

Lafayette City Hall Board of Works Room

MEMBERS PRESENT

Tony Roswarski	Mayor, City of Lafayette
John Dennis	Mayor, City of West Lafayette
Bryan Metzger	President, County Council
Ron Campbell	President, Lafayette City Council
Peter Bunder	President, West Lafayette Council
Cindy Murray	Lafayette Board of Works
Mike Gibson	Chair of the GLPTC
Joe Novak (non-voting proxy for Shane Spears)	INDOT, Crawfordsville

Absent Voting Members

Tom Murtaugh	President, Area Plan Commission
Dave Byers	President, Tippecanoe County Commissioners

Non-Voting Members Present

David Griffie	City of Lafayette, Engineering
Marty Sennett	CityBus
Mike Spencer	Tippecanoe County Highway Dept.
Marcus Smith	West Lafayette, Engineering
Stu Kline	Tippecanoe County Highway Dept.
Ed Garrison	West Lafayette, Engineering
Cat Schoenherr	APC Staff
Doug Poad	APC Staff
Tim Stroshine	APC Staff
Aria Staiger	APC Staff

President Tony Roswarski called the meeting to order at 2:00pm.

I. APPROVAL OF MINUTES

Ron Campbell moved to approve the minutes from the February 14, 2019 meeting. Mike Gibson seconded.

The minutes, as submitted, were approved by unanimous voice vote.

II. AMENDMENTS TO THE FY 2018-2021 TIP - Resolution No. T-19-04

Program a new statewide on-call consultant review project with funding in FY 2020, 2021, 2022, 2023 in the amount of \$6,720,000 Federal STP funds and \$1,680,000 State match

Doug Poad said the TIP amendment is for one statewide on-call consulting project for INDOT and funding is programmed for 2020-2024 with an annual total of \$2.1 million. The Technical Transportation Committee reviewed the amendment request at its last meeting and recommended approval.

John Dennis moved to approve the Resolution T-19-04. Cindy Murray seconded. The Resolution was approved by unanimous voice vote.

II. ADMINISTRATIVE MODIFICATIONS TO THE FY 2018-2021 TIP
February 21, 2019 - Program \$4,999 of unassigned TA funds to the construction phase of Klondike Rd. and reallocate STBG funds from Cherry Lane Extension in the amount of \$58,113 to the CN phase of Klondike and in the amount of \$131,400 to the CN phase of the River Rd. at River Bend Hospital project.
February 25, 2019 - Move \$85,386 in STBG funds from CN phase of Cherry Lane Extension to PE phase of Park East Blvd.

Sallie Fahey said that on February 21st there was a modification related to \$5000 in unassigned Transportation Alternative funds and they were assigned to Klondike Rd. The Cherry Lane Extension project came in under the engineers estimate at its letting, leaving extra money to distribute. The amount of \$131,400 was added to the construction phase of the River Rd. at River Bend Hospital project and \$58,113 was added to the construction phase of Klondike Rd. The additional funds for River Rd. and Klondike brought those projects to a full 80%/20% split. On February 25th, \$85,386 was transferred from Cherry Lane to Park East Blvd. engineering to bring that to a full 80%/20% split. We still have a bit more money that needs to be assigned to projects and we are working on that.

IV. QUARTERLY TRACKING SUMMARY

Cat Schoenherr said that the full quarterly tracking report is in the packet for the Board's information. She began with Tippecanoe County projects and said that Klondike Rd. is under construction, North River Rd. at River Bend Hospital let in October of last year, Concord at 430 S will let in March and Lindberg Rd. is still scheduled for 2021. River Rd. at 500 also has a January 2021 letting and they are currently acquiring right of way. McCutcheon Pedestrian Safety is scheduled to let in 2022 and design is progressing on the sidewalk extension. Morehouse and Yeager Rd. are on hold and funds for those projects will be programmed in FY 2022 and 2023 in the new TIP. For Lafayette, there are five projects that are complete. Four have been complete for some time, Myers/Riehle Plaza Bridges, Sagamore Pkwy Ph. 1, S 18th St., and South St. & Scott/Park St. and Twyckenham Trail was recently completed. Twyckenham Blvd. right of way is underway and the construction phase will be let in October 2019. Park East Blvd. extension is going through preliminary engineering and will be let in 2021. The bike and pedestrian safety project continues to move forward and they are currently focusing on bicycle planning. They will switch to pedestrian planning soon. In West Lafayette, there are two projects complete and no longer requiring reports, Happy Hollow Rd. and Kingston Dr. Two projects let in February, Happy Hollow Trail and Cherry Lane Extension and Sagamore Parkway Trail and Soldiers Home Road are scheduled for construction in 2021 and 2023, however Sagamore Parkway Trail may see a scope change if West Lafayette is successful with their Next Level Trails application. This would also affect the funding currently programmed for that project.

V. FY 2020-2024 TIP

Doug Poad said the progress on the new TIP is going well. The draft has been placed on the APC website and submitted to INDOT. INDOT will give comments back in the near future and we will incorporate those into the document. The public hearing for the TIP was held last night at the Citizens Participation Committee meeting. There was a good turnout this year. We sent over 80 letters to individuals, neighborhood groups and other community groups and associations to get the word out. In the last couple weeks, INDOT released its draft FY 2020 funding allocation amounts which will change the allocation amount we have programmed in the draft TIP currently. The change is only about \$100,000 per year. We also just received the final FY 2019 funding allocation amounts which will give an additional \$84,000 to program in FY 2020. We will be discussing how to program that money at the Technical Transportation Committee meeting next week. We will begin the adoption process for the TIP in April by presenting the final draft to the Technical Transportation Committee and asking for its recommendation for approval. In May, the TIP will be presented to this Policy Board for final approval. INDOT has just announced its public hearing schedule for the statewide TIP (STIP) and they have the project list posted on the website. Normally their public meetings are in Crawfordsville at the District Office, but they are holding meetings outside of that office this year. One meeting will be in Lafayette on May 9th.

VI. APC PROGRESS REPORT

MPO Update Unified Planning Work Program (UPWP) Update

Sallie Fahey said this is the work program for our office for the upcoming year. The transportation elements are reimbursable out of federal funds. The first section shows the \$7.5 million that INDOT distributes to the MPOs and the sharing agreement amongst the MPOs that is a bit more intricate than being based just on population, as that would give virtually all the money to Indianapolis. Based on the sharing agreement, our MPO will get \$347,298 for the next fiscal year. Sallie referred to a page in the handout and explained that PL stands for Planning funds which come from FHWA and 5303 funds come from FTA for transit projects. Our total funding amount is a combination of those two funding categories.

Sallie Fahey said that the next part of the document is the FY 2020 Small Urban and Rural Planning (SURP) Grant, which is the funding we apply for to do our planning work in Carroll County. We applied for \$29,215.44 in Federal funds making the total in the entire UPWP \$376,513.44. We have \$61,000 remaining in the FY 18 purchase order and \$230,606.92 left in the FY 2019 purchase order for a total of \$291,600. We use between \$87,000 - \$92,000 in federal funds every quarter, so by the end of the fiscal year the funds remaining will be reduced by about \$180,000 so the actual carry-over amount will be about \$110,000. We are programming \$376,513.44 in the new UPWP so we can bill against the older purchase orders to spend down the balance. The cost allocation plan portion of the work program has already been submitted to INDOT and they sent a letter of approval. One page of the cost allocation plan is provided, showing our overhead for FY 2020 is 86.18%. That means that for every salary dollar we spend we get to multiply that by an additional 86% and then 80% of the resulting amount is reimbursed. The reimbursable amount is in the \$1.50 range for every dollar in salary. The next pages in the handout show how the salary is spread under reimbursable items and the budget cost sheet identifies any funds spent in Carroll County as item 511C. Items that say CL refer to claims for conferences, training, mileage.

Tony Roswarski asked if the planning work in Carroll County was still going well.

Sallie Fahey said yes, Carroll County has been very happy with the work we do for them. She went on to explain that the final 2 sheets in the handout show the salary and overhead totals and the 80%/20% split for each budget item. The next thing to do is to assign the rest of the salary to the non-transportation, non-reimbursable elements and the whole office work plan will be complete. She will bring that back to the Board at the April meeting for adoption.

Sallie Fahey referred to the final letter in the packet, which is from FHWA and states the Planning Emphasis Areas (PEA) identified for the year. Every year the FHWA Indiana Division and FTA Region 5 identify areas that the MPOs in the state should be working on. There are three emphasis areas. The first has to do with sharing information on transportation performance data. Last fall we adopted several performance measures, one for safety, another for the national highway system, there were 5 in total. That demonstrates work we are already doing to satisfy that emphasis area. The second PEA will involve working with CityBus. They have already began conducting information and making an inventory of bus stops and shelters, but there are some additional data points we will help collect and then we will provide the information to INDOT for their ADA Plan. The third emphasis area is mobility management network, which involves several things we are already doing with the Coordinated Human Services Transit Plan, which benefits elderly, disabled and low-income citizens who need transportation.

Sharing Agreement

Sallie Fahey explained that the APC had the draft sharing agreement for FY 19 and FY 20, and we recently received the final agreement for FY 2019. We will receive almost \$5 million to program in STBG, HSIP and TA funds and Penalty funds which are restricted to safety projects. We receive the Penalty funds because Indiana does not have all required state legislation regarding impaired driving. What happened between the draft and the final versions of the sharing agreement is that the spending authority went from 97% to 99.85% causing our total amounts to go up as well. The table shows that we have \$84,000 in additional funds due to the change, which we will be able to program in FY 2020 since it's so close to the end of the current fiscal year.

Tony Roswarski asked how that change in funding compared to other years.

Sallie Fahey said that every year it continues to trend upwards.

VII. OTHER BUSINESS

18-Month Letting List

Doug Poad referred to the staff report in the packet. Projects 1 and 2, the Cherry Ln. Extension and Happy Hollow Neighborhood Trail, both bid on Feb. 6th and received favorable bids. On Cherry Lane, the engineer's estimate was approximately \$2.8 million and the low bid from Reith Riley was only \$2.14 million. On Happy Hollow, the engineer's estimate was just over \$900,000 and the low bid was \$689,000 from Milestone. The federal funds have been approved for both projects. There are several projects scheduled for the March 6th letting, although some are INDOT projects for concrete patching on US 231 and 52 and a small portion of SR 25 west of the intersection and have now been moved to an April letting.

Tony Roswarski asked for clarification on the location of that project.

Doug Poad explained that it is US 231, US 52, at the intersection of SR 25 north to the Wabash River bridges and south including the new 4-lane concrete sections. From the intersection west on 25 is another part of the project. There is also a section of Veterans Memorial from US 231 to the bridge.

Doug Poad continued to say the Concord Rd. Project was awarded to Milestone at \$650,000 which was below the engineers estimate. In April the Teal Rd project will go to letting; however, none of the plans are posted and the project isn't listed. A call to INDOT District office revealed that the project is still intended for an April letting, they were just waiting on some final paperwork. Doug said he will keep an eye on that project. A couple other projects on I-65 and SR 43 are overlay projects for preventative maintenance.

Tony Roswarski asked about the rehab on US 52 south of town that was happening last fall. There is a section of old asphalt north of the new concrete which starts in front of Nanshan and GE that was not replaced and is in very bad shape. He asked if INDOT was coming back to finish that small section.

Joe Novak said he will get back to the Board on that as he is not sure what work remains to be done beyond the intersection.

Sallie Fahey said she had seen a notice and now there are dynamic message board signs talking about deflection testing on the bridge over the Wabash River on Special 52. She asked if that was just testing or was there a problem with the new pier.

Joe Novak said he is not aware of any problems.

Tony Roswarski asked about the Concord and 430 project and whether the added turn lanes portion will require that the intersection be shut down.

Stu Kline said the work is phased so that the intersection will not have to be shut down.

Doug Poad said that project came from a road safety audit a number of years ago.

VIII. CITIZEN COMMENTS

Marty Sennett handed out a report that CityBus just finished with the 2018 numbers for the Board's information. He said they wanted the report to be simple and direct. He and Mike Gibson will be travelling to Washington DC this week to meet with delegation's staff.

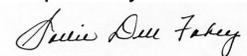
IX. ADJOURNMENT

The next meeting is March 14, 2019.

Ron Campbell moved to adjourn. John Dennis seconded.

The meeting adjourned at 2:35 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sallie Dell Fahey".

Sallie Dell Fahey
Secretary

SDF/lmu