

**TRANSPORTATION TECHNICAL ADVISORY COMMITTEE  
MINUTES  
January 5, 2011**

The January 5, 2011 meeting of the Transportation Technical Advisory Committee was called to order at 9:00 a.m. in the MACOG Conference Room on the 11<sup>th</sup> Floor of the County-City Building in South Bend, Indiana. It was noted a quorum was present, with the following members in attendance:

**MEMBERS PRESENT:** Jessica Clark – St. Joseph County Engineering  
Chris Dressel – South Bend Community Development  
John Byorni – St. Joseph County Area Plan Commission  
Mary Cripe – City of Goshen  
John Schalliol – St. Joseph County Airport Authority  
Rick Brown – South Bend Public Transportation Corp.  
Neal Haeck – Marshall County Highway Department  
Ralph Booker – Marshall County Plan Commission  
Gary West – City of Mishawaka  
Rick Gaul – City of Plymouth  
Scott Tilden – Kosciusko County Highway Department  
Ron Robinson – Kosciusko County Administrator

**MEMBERS ABSENT:** Carl Littrell – City of South Bend  
Bob Watkins – Elkhart County Planning  
Bill Holder – Kosciusko County GIS  
Michael Machlan – City of Elkhart  
Jeremy Skinner – City of Warsaw  
Jeff Taylor – Elkhart County Highway  
Ken Prince – City of Mishawaka

**OTHERS PRESENT** Dan Keefer – FHWA, Indiana Division  
Jay DuMontelle – FHWA, Indiana Division  
David Armstrong – INDOT, Ft. Wayne District  
Dan Corbin – INDOT, LaPorte District  
Margot Sullivan – INDOT, LaPorte District  
Devin Stettler – United Consulting  
Roger Nawrot – Abonmarche  
Chris Waidner – Troyer Group  
Joe Fragomeni – American Structurepoint  
Gary Fisk – DLZ  
Mike Mang – Butler, Fairman & Seufert  
Phil Beer – USI Consultants  
Nelson Chipman – Plymouth Attorney  
Sandra Seanor – MACOG  
Jessica Mitchell – MACOG  
James Turnwald – MACOG  
Erin Turinetti – MACOG  
Zach Dripps – MACOG  
Karen Hamm – MACOG  
Carla Keirnan – MACOG  
Shirley Czerna – MACOG

**MINUTES OF THE DECEMBER 1, 2010 MEETING**

There were no corrections to the minutes of December 1, 2010

A MOTION WAS MADE BY JOHN BYORNI AND  
SECONDED BY MARY CRIPE TO APPROVE THE  
MINUTES OF DECEMBER 1, 2010. THE MOTION CARRIED.

**REPORTS OF CHAIRMAN AND SECRETARY**

1. **TTAC CHAIRMAN** – Jessica Clark and Carl Littrell were on the Nominating Committee. Jessica Clark reported that the current officers agreed to serve for a second term. The slate of officers presented for 2011 included Carl Littrell, Chairman, Jessica Clark, Vice-Chairman, and Sandra Seanor, Secretary.

A MOTION WAS MADE BY RALPH BOOKER AND SECONDED  
BY JOHN SCHALLIOL TO ACCEPT THE SLATE OF OFFICERS AND  
TO ELECT THEM AS SUBMITTED FOR THE 2011 TTAC OFFICERS.

2. **TTAC SECRETARY** – No report

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

Administrative Modifications, Amendments, Major Amendments to the FY2009-2014 Transportation Improvement Program

**FORT WAYNE DISTRICT**

**District Initiated – Resolution 01-11**

A. INDOT Amendment Non-Exempt Project in Elkhart County, IN  
Resolution 01-11 Add Project Phase: CN  
Des #: 1006401 **Location: SR 19 from 2.6 mi N (Lusher Ave) to 4.1 mi N of US 20  
(Bypass Rd/Old US 20) / Demolition, Remove Bldgs,  
Foundations SFY: 2011**  
Total: \$60,000 Federal: \$48,000 State: \$12,000

B. INDOT Amendment Non-Exempt Project in Kosciusko County, IN  
Resolution 01-11 Delete Project Phase: CN  
Des #: 0013210 **Location: SR 15 from 0.6 km to 6.2 km N of US 30 at CR 600 N  
Added Travel Lanes SFY: 2011**  
Total: \$24,653,441 Federal: \$19,722,753 State: \$4,930,688

Jessica Mitchell presented Resolution 01-11 containing Fort Wayne District initiated TIP amendments. Sandra Seanor explained that the SR15 project, which was deleted, is an important project and will be reviewed at a later date with the City of Warsaw, Kosciusko County, the INDOT Fort Wayne District, and the INDOT Central Office. There were no questions on this resolution. Jessica asked for the TTAC's endorsement of this resolution.

A MOTION WAS MADE BY MARY CRIPE AND  
SECONDED BY GARY WEST TO ENDORSE  
RESOLUTION 01-11. THE MOTION CARRIED.

## LAPORTE DISTRICT

### **District Initiated – Resolution 02-11**

A. Culver Administrative Modification Exempt Project in Marshall County, IN  
Resolution 02-11 Decrease Federal Funding by \$22,737 Phase: CN  
Des #: 1006376 **Location: Culver Community Schools SRTS Infrastructure**  
**Bike/Pedestrian Facilities – Other Project Type** SFY: 2012  
Total: \$227,263 Federal: \$227,263 (SRTS) Local: \$0.00

B. Mishawaka Administrative Modification Exempt Project in St. Joseph County, IN  
Resolution 02-11 Decrease Federal Funding by \$20,672 Phase: CN  
Des #: 1006374 **Location: Emmons Grade School SRTS Infrastructure**  
**Bike/Pedestrian Facilities – Other Project Type** SFY: 2012  
Total: \$227,293 Federal: \$227,293 (SRTS) Local: \$0.00

C. Bourbon Amendment Exempt Project in Marshall County, IN  
Resolution 02-11 Change Phase from CN to PE Phase: PE  
Des #: 1006370 **Location: Triton Schools SRTS Non-Infrastructure**  
**Bike/Pedestrian Facilities – Other Project Type** SFY: 2011  
Total: \$45,000 Federal: \$45,000 (SRTS) Local: \$0.00

D. Culver Amendment Exempt Project in Marshall County, IN  
Resolution 02-11 Add Phase Phase: PE  
Des #: 1006376 **Location: Culver Community Schools SRTS Infrastructure**  
**Bike/Pedestrian Facilities – Other Project Type** SFY: 2011  
Total: \$22,737 Federal: \$22,737 (SRTS) Local: \$0.00

E. Mishawaka Amendment Exempt Project in St. Joseph County, IN  
Resolution 02-11 Add Phase Phase: PE  
Des #: 1006374 **Location: Emmons Grade School SRTS Infrastructure**  
**Bike/Pedestrian Facilities – Other Project Type** SFY: 2011  
Total: \$20,672 Federal: \$20,672 (SRTS) Local: \$0.00

James Turnwald presented Resolution 02-11 containing LaPorte District initiated TIP administrative modifications and amendments. There were no questions on this resolution. James asked for the TTAC's endorsement of this resolution.

A MOTION WAS MADE BY RALPH BOOKER AND  
SECONDED BY JOHN SCHALLIOL TO ENDORSE  
RESOLUTION 02-11. THE MOTION CARRIED.

### **District Initiated – Resolution 03-11**

A. INDOT Administrative Modification Exempt Project in St. Joseph County, IN  
Resolution 03-11 Decrease Federal Funding by \$50,000 Phase: PE  
Des #: 0101441 **Location: SR 933 Bridge over Baugo Creek, 0.19 mi W of ECL**  
**Bridge Replacement** SFY: 2011  
Total: \$37,500 Federal: \$30,000 State: \$7,500

B. INDOT Administrative Modification Exempt Project in St. Joseph County, IN  
Resolution 03-11 Increase Federal Funding by \$98,000 Phase: CN

Des #: 0101441    **Location: SR 933 Bridge over Baugo Creek, 0.19 mi W of ECL**  
**Bridge Replacement**    SFY: 2012  
Total: \$1,885,000    Federal: \$1,508,000    State: \$377,000

James Turnwald presented Resolution 03-11 containing LaPorte District initiated TIP administrative modifications. There were no questions on this resolution. James asked for the TTAC's endorsement of this resolution.

A MOTION WAS MADE BY JOHN SCHALLIOL AND  
SECONDED BY JOHN BYORNI TO ENDORSE  
RESOLUTION 03-11. THE MOTION CARRIED.

## TRANSIT

### **Resolution 04-11**

A. TRANSPO Initiated    Administrative Modification    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Decrease Project Funds by \$280,000    SFY: 2011

**Location: South Bend Urbanized Area**  
**Office Equipment/Maintenance Equipment**

Total: \$350,000    Federal: \$280,000    Local: \$70,000

B. TRANSPO Initiated    Administrative Modification    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Change of Scope from 4 to 7 Paratransit Vehicles    SFY: 2011

**Location: South Bend Urbanized Area**  
**Replace up to 7 Paratransit Vehicles**

Total: \$440,000    Federal: \$352,000    Local: \$88,000

C. TRANSPO Initiated    Amendment    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Add Project    SFY: 2011

**Location: South Bend Urbanized Area**  
**Comprehensive Route Analysis – Street Car Study**

Total: \$300,000    Federal: \$240,000    Local: \$60,000

D. TRANSPO Initiated    Amendment    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Add Project    SFY: 2011

**Location: South Bend Urbanized Area**  
**Maintenance Support**

Total: \$50,000    Federal: \$40,000    Local: \$10,000

E. TRANSPO Initiated    Amendment    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Add Project    SFY: 2011

**Location: South Bend Urbanized Area**  
**Replace up to 2 Fixed Route Vehicles**

Total: \$300,000    Federal: \$240,000    Local: \$60,000

F. TRANSPO Initiated    Amendment    Exempt Project in St. Joseph County, IN  
Resolution 04-11    Add Project    SFY: 2011

**Location: South Bend Urbanized Area**  
**Real Estate Demolition**

Total: \$180,000    Federal: \$144,000    Local: \$36,000

G. TRANSPO Initiated Amendment Exempt Project in St. Joseph County, IN  
Resolution 04-11 Delete Project SFY: 2009

**Location: Purchase Computer Hardware**

Total: \$180,000 Federal: \$144,000 Local \$36,000

TRANSPO Initiated Amendment Exempt Project in St. Joseph County, IN  
Resolution 04-11 Add Project SFY: 2009

**Location: Real Estate Demolition**

Total: \$180,000 Federal: \$144,000 Local \$36,000

Karen Hamm presented Resolution 04-11 containing Transit administrative modifications and amendments. Sandi explained that this resolution is actually an amendment to Transpo's grant. The FTA requires any changes made to the grant to first be made in the TIP and be presented to the TTAC and Policy Board. There were no questions on this resolution. Karen asked for the TTAC's endorsement of this resolution.

A MOTION WAS MADE BY RON ROBINSON AND  
SECONDED BY MARY CRIPE TO ENDORSE THE  
TRANSIT RESOLUTION 04-11. THE MOTION CARRIED.

### **STAFF UPDATE**

#### **Quarterly Tracking & Review Website**

Sandra Seanor reminded the TTAC members of the confidential, on-line Quarterly Tracking & Review website that MACOG set up for the LPAs and the elected officials. Soon the website will have a new password. The username will remain the same. The website has been updated to include obligated projects, which include change order balance sheets. As a result, current projects and change orders are easily assessable.

#### **ERC Training dates have been posted**

Sandi mentioned that any LPA Employee in Responsible Charge and consultants who are project managers must renew their ERC designation once every two years. There will be ERC training on May 5, 2011 in South Bend or May 4, 2011 in Fort Wayne. You can go on the LTAP website. A registration form was also handed out at this meeting.

#### **Transportation Enhancement Call – Due to MACOG 01/24/2011**

Sandra reported that there is a Call for Transportation Enhancement (TE) projects. The Transportation Enhancement program is a statewide, competitive program awarded annually. For Rural funds it is a competitive process with the INDOT Districts, and for the Urban funds there is a sub allocated amount of money to the MPO. Project Applications are due to MACOG no later than January 24, 2011. Contact any of the MACOG planners for assistance.

#### **MACOG Call – Due to MACOG 02/15/2011 (applies to Group I & Group II, CMAQ & HSIP)**

The MACOG Call for Projects is for Group I, Group II, CMAQ (which includes St. Joseph and Elkhart Counties) and HSIP. It was noted that both cost increases and new projects could be submitted for Group I and Group II. For CMAQ and HSIP, projects should have already received an eligibility approval. Project information and application are due to MACOG by February 15<sup>th</sup>. The project form can be found at [www.macog.com](http://www.macog.com) or call MACOG at (574)674-8894.

### **Group III Call – Due to MACOG 02/17/2011 (applies to Nappanee, Plymouth & Warsaw)**

The Group III Call for Projects includes the towns of Nappanee, Plymouth and Warsaw. It was reported that project information and application need to be submitted to MACOG by February 17, 2011. If you have any questions about the Group III program call MACOG (574)674-8894.

### **Quarterly Tracking Review Handouts**

Sandra made available 2 information handouts for the Quarterly Tracking Review session. The first handout was a right-of-way reminder, which sited the right-of-way requirements of the Federal Highway Administration. The second handout was a preliminary engineering/right-of-way reminder. The reminder explained when and how to request federal dollars to the District for PE and RW projects.

### **PRIVILEGE OF THE FLOOR**

Sandra went over the deadline requirements for spending the 2009 Federal Aid Funding. The Surface Transportation Program (STP) funding will be extended, because there is about \$2.2 million in STP funds still available. CMAQ money has been spent. Lastly, the deadline for obligating the Highway Safety Improvement Program (HSIP) funding is September 30, 2011. This means LPA's need to have their projects into the District by July 2011.

The safety issue of round-a-bouts was addressed. It was pointed out that it usually takes two to three years before people fully adjust to a change in an intersection. For the most part, accidents that occur in round-a-bouts have been minor fender benders.

A proposal has been sent out to the cities, towns, and county representatives in St. Joseph and Elkhart Counties to develop a public safety improvement program. The plan would include 2 years of intense media coverage and commercials. It would be done using HSIP money. Kosciusko and Marshall Counties would also benefit from the commercials, since they have the same media coverage.

MACOG is pursuing the idea to develop a website for tracking inventory of signage. In an effort to reduce the amount of costs and issues of updating signage, each entity would have the opportunity to update their signage as it progresses through the website. There is a possibility that HSIP funds can be used regionally for this project. More information will be provided as the plan develops.

Finally, Sandi updated the TTAC members of the progress being made in each county regarding aerial photography. MACOG is working with Kosciusko County to get their change finder done. There has been a flyover in St. Joseph County. There are plans for a spring flyover in Elkhart County. John Schalliol asked when the new photography is expected to be posted on the St. Joseph County GIS website. Sandi said probably sometime in March.

### **PUBLIC COMMENT**

There were no comments.

### **ADJOURNMENT**

There being no further business to come before the committee, the following action was taken.

A MOTION WAS MADE BY JOHN SCHALLIOL AND  
SECONDED BY JOHN BYORNI TO ADJOURN THE  
MEETING TO THE QUARTERLY TRACKING MEETING.  
THE MOTION CARRIED.



Sandra Seanor, Executive Director

  
Jessica Clark, Vice-Chairperson