

**TRANSPORTATION TECHNICAL ADVISORY COMMITTEE  
MINUTES  
MARCH 6, 2024**

The March 6, 2024, meeting of the Transportation Technical Advisory Committee (TTAC) was called to order at 9:00 a.m. at Mishawaka City Hall and virtually through YouTube and Google Meet. A quorum was present, with the following members in attendance:

**MEMBERS PRESENT:** Ty Adley – Marshall County Plan Commission  
Amy Hill – Transpo  
Bill Holder – Kosciusko County GIS  
Chris Jamrose – City of Mishawaka Engineering  
Shawn Klein – St. Joseph County APC  
Patrick Mac Carthaigh – South Bend International Airport  
Tom Rushlow (for Charles McKenzie) – Elkhart County Highway  
Daniel Sellers – City of Plymouth Engineering

**MEMBERS Attending:  
(Virtually)** Marsha McSherry – Kosciusko County Administrator  
Dustin Sailor – City of Goshen Engineering  
Jeffrey Schaffer – City of Elkhart Public Works  
Lisa Shrader – INDOT, LaPorte District

**MEMBERS ABSENT:** Leslie Biek – City of South Bend  
Chris Dressel – City of South Bend Community Investment  
Natasha Kauffmann – Elkhart County Planning  
Charles McKenzie – Elkhart County Highway  
Sky Medors – St. Joseph County Public Works  
Steve Moriarty – Kosciusko County Highway  
Angela Nicholson – INDOT, Fort Wayne District  
Jason Peters – Marshall County Highway  
Derek Spier – City of Mishawaka Planning  
Justin Taylor – City of Warsaw Planning  
Brent Warren – City of Nappanee

**MINUTES OF THE JANUARY 3, 2024 TTAC MEETING**

There were no corrections to the January 3, 2024, minutes.

A MOTION WAS MADE BY TY ADLEY AND SECONDED BY  
LESLIE BIEK TO APPROVE THE MINUTES OF DECEMBER 6, 2023.  
THE MOTION CARRIED.

**CHAIRMAN'S REPORT**

There was no Chairman's report.

## SECRETARY'S REPORT

James stated the January and February Administrative Modifications were included in the meeting packet as well as available on the MACOG website. The list consists of modifications that have been made since the last meeting.

## OLD BUSINESS

There was no old business.

## NEW BUSINESS

Amendments to the State Fiscal Year (SFY) 2024-2028 Transportation Improvement Program (TIP).

### Transportation Resolution 03-24

#### **Locally Initiated**

A. Goshen	<u>Amendment</u>	Exempt Project in Elkhart County
Resolution 03-24	Move CN Phase out of FY 24-28 TIP	
Des#: 2201239	<b>East College Ave from Century Drive to Entrance of Planned Development – Phase 3</b>	
	<b>Auxiliary Lanes, Two-Way Left Turn</b>	
Phase: CN	Total: \$7,130,000	Federal: \$4,600,000 (STBG) Local: \$2,530,000 SFY 2029
Estimated Cost to Complete = \$7,900,000		

#### INDOT Initiated

B. INDOT	<u>Amendment</u>	Exempt Project in Elkhart County
Resolution 03-24	Add Phase to TIP	
Des#: 2000024	<b>SR 15 3.06 miles North of US 6: (SR 15 at CR 146)</b>	
	<b>Intersection Improvement W/ Added Turn Lanes</b>	
Phase: RW	Total: \$15,000	Federal: \$12,000 (STBG) State: \$3,000 SFY 2024
Estimated Cost to Complete = \$2,497,049		

C. INDOT	<u>Amendment</u>	Exempt Project in Marshall County
Resolution 03-24	Add RW Phase, Change CN FY from FY24 to FY 25, and Increase Federal	
Funding	by \$364,859	
Des#: 2000615	<b>SR 10 from SR 17 E. Jct to SR 117</b>	
	<b>HMA Overlay, Preventive Maintenance</b>	
Phase: RW	Total: \$5,000	Federal: \$4,000 (STBG) State: \$1,000 SFY 2024
Phase: CN	Total: \$956,030	Federal: \$764,824 (STBG) State: \$191,206 SFY 2025
Estimated Cost to Complete = \$1,020,030		

D. INDOT	<u>Amendment</u>	Exempt Project in Marshall County
Resolution 03-24	Add Project to TIP	
Des#: 2301579	<b>SR 106 from the West Jct. of US 6 to the East Jct. of US 6</b>	
	<b>ADA Sidewalk Ramp Construction</b>	
Phase: PE	Total: \$150,000	Federal: \$135,000 (STBG) State: \$15,000 SFY 2024
Phase: RW	Total: \$250,000	Federal: \$225,000 (STBG) State: \$25,000 SFY 2025

Phase: CN      Total: \$416,000      Federal: \$374,400 (STBG)      State: \$41,600      SFY 2026  
Estimated Cost to Complete = \$816,000

E. INDOT      Amendment      Exempt Project in Elkhart County

Resolution 03-24      Add Project to TIP

Des#: 2300698      **SR 19 at CR 6, 8.3 miles north of US 20 (2.49 miles south of  
Indiana/Michigan Line)  
Intersection Improvement with Added Turn Lanes**

Phase: PE      Total: \$160,000      Federal: \$128,000 (STBG)      Local: \$32,000      SFY 2025

Phase: RW      Total: \$25,000      Federal: \$20,000 (STBG)      Local: \$5,000      SFY 2026

Phase: CN      Total: \$1,047,519      Federal: \$838,015 (STBG)      Local: \$209,504      SFY 26 & 28

Estimated Cost to Complete = \$1,232,519

F. INDOT      Amendment      Exempt Project in Elkhart County

Resolution 03-24      Add Project to TIP

Des#: 2301065      **SR 119 at CR 13, 4.74 miles East of SR 19  
Other Intersection Improvement**

Phase: PE      Total: \$270,000      Federal: \$216,000 (STBG)      State: \$54,000      SFY 2025

Phase: RW      Total: \$120,000      Federal: \$96,000 (STBG)      State: \$24,000      SFY 2026

Phase: CN      Total: \$1,707,459      Federal: \$1,365,967 (STBG)      State: \$341,492      SFY 26 & 28

Estimated Cost to Complete = \$2,097,459

Dana Weaver presented Resolution 03-24. Ty Adley asked about the timing of Project C. Lisa Shrader said the project is currently on an August letting, meaning construction would likely begin in spring 2025. Lisa said she would notify the INDOT Project Manager to reach out and coordinate with any local events. Ty then asked about the timing of Project D. Lisa said Project D would begin construction in spring 2026. James noted that Bremen has a new town manager in case the project manager would need to reach out. Hearing no other comments or questions, Dana asked for an endorsement of the Resolution.

A MOTION WAS MADE BY TY ADLEY AND SECONDED BY CHRIS  
JAMROSE TO APPROVE RESOLUTION 03-24.  
THE MOTION CARRIED.

### **Transit Initiated**

#### **FTA Section 5310 – Resolution 04-24**

Endorsement of the ADEC Section 5310 Grant Application for the procurement of the following:

Two (2) Low Floor Mini-Vans with Lift

Three (3) Large Transit Vehicles with Lift

Calendar Year 2024      Total: \$740,000      Federal: \$592,000      Local: \$148,000

#### **FTA Section 5310 – Resolution 05-24**

Endorsement of the Council on Aging of Elkhart County Section 5310 Grant Application for the procurement of the following:

Two (2) Low Floor Mini-Vans with Lift

Calendar Year 2024      Total: \$200,000      Federal: \$160,000      Local: \$40,000



## **FTA Section 5310 – Resolution 06-24**

Endorsement of the Marshall-Starke Development Center Section 5310 Grant Application for the procurement of the following:

Six (6) Medium Transit Vehicles with Lift

Calendar Year 2024                      Total: \$1,050,000                      Federal: \$840,000                      Local: \$210,000

James explained that the State manages the 5310 grant program for projects in Elkhart, Marshall, and Kosciusko Counties. The projects are seeking endorsements to apply for funding through the State and conform with the Coordinated Public Transit Human Services Plan. James said the potential purchases are for vehicles. Pam Landesman, of Marshall-Starke Development Center, provided an overview of their services and said they are requesting six buses because all of their buses have over 100,000 miles. James explained that the endorsement does not guarantee funding. The State will send a list of any projects that have been awarded and the projects will then be added to the Transportation Improvement Program.

A MOTION WAS MADE BY PATRICK MAC CARTHAIGH AND SECONDED BY  
TY ADLEY TO APPROVE RESOLUTIONS 05-24, 05-24, AND 06-24.  
THE MOTION CARRIED.

## **Staff Update**

### **Plans and Programs**

#### **Interurban Trolley Transit Services Contract Award**

James stated Royal Excursion has been awarded the Interurban Trolley Transit Services contract for the next five years.

#### **Regional Safety Action Plan Contract Award**

Caitlin stated Toole Design was awarded the Regional Safety Action Plan contract. She stated the intent of the plan is to cover the entire region and once it is complete, local jurisdictions within the region will be able to apply for the Safe Streets and Roads for All discretionary grant program.

#### **INDOT Letting Preparation Schedule**

Caitlin notified the Committee that INDOT will start requiring all documentation for projects going to letting be submitted by the final tracings date. James said he asked Kathy Eaton-McKalip if consultants will be scored and receive performance evaluations on their ability to hit the final tracings date. He also asked if environmental reviews could be more thorough. He will update the committee once he receives an answer from Kathy.

#### **Quarterly Tracking and Review Meeting**

Dana reminded the Committee that the next Quarterly Tracking and Review meeting will be on April 11. She will send an email reminder in the next couple of weeks.

#### **Partners for Clean Air Award Nominations**

Leah said the annual Partners for Clean Air Luncheon is on Wednesday, April 17. Nominations for outstanding sustainability projects will be accepted through March 15.

### **PRIVILEGE OF THE FLOOR**

There were no comments from the Committee.

### **PUBLIC COMMENT**

There were no public comments.

### **ADJOURNMENT**

There being no further comments or items of business, the Chair called for a motion to adjourn the Transportation Technical Advisory Committee meeting.

A MOTION WAS MADE BY TY ADLEY AND  
SECONDED BY DAN SELLERS TO ADJOURN  
THE TTAC MEETING. THE MOTION CARRIED.

  
Caitlin Stevens, Director of Transportation

  
Amy Hill, TTAC Chair

F:\ABC\MACOG\MEETINGS\SFY 2024\TTAC\Minutes\R0306minutes.docx