

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
FAIRHOPE, ALABAMA
JULY 22, 2020
10:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairperson Mayor Dane Haygood called the meeting to order at 10:08 A.M.
- Invocation was said by Commissioner Joe Davis.
- Pledge was led by Mr. Matt Ericksen.

ROLL CALL

Mrs. Sarah Sislak, MPO Coordinator, called the roll.

- **Members present:** Mayor Karin Wilson, City of Fairhope; Councilmember Ron Scott, City of Daphne; Mayor Dane Haygood, City of Daphne; Mayor Mike McMillan (Virtual, Non-voting), City of Spanish Fort; Mr. Robert Davis, Town of Loxley (as proxy for Mayor Richard Teal); Commissioner Joe Davis, Baldwin County; Commissioner Billie Jo Underwood, Baldwin County; Mr. Matt Ericksen, ALDOT
- **Members absent:** Councilmember Jack Burrell, City of Fairhope
- **Others present:** Mrs. Sarah Sislak, MPO Coordinator; Mrs. Katrina Taylor, ESMPO Technician; Mr. Scott Mosley; Mr. Joey Nunnally; Mr. Benjamin Hughes; Mr. Rod Wilburn; Mr. John Gardner (Virtual); Mr. Edwin Perry; Mr. Jeremy Sasser; Mr. Troy Strunk; Mr. Guy Busby; and Mr. James Watkins

DRAFT 2045 LONG RANGE TRANSPORTATION PLAN (LRTP) PRESENTATION

Mr. Rod Wilburn and Mr. John Gardner of J.R. Wilburn and Associates updated the Policy Board on the status and project selection of the Draft 2045 LRTP.

- Discussion: The Policy Board Members had questions regarding the plan's narrative, traffic modeling and project selection. A Special Called Work Session was scheduled for September 9, 2020, to further discuss the Draft LRTP before the Public Comment Period begins.

APPROVAL OF MINUTES

MOTION: By Commissioner Joe Davis to approve the January 2020 minutes. The motion was seconded by Mayor Karin Wilson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

NEW BUSINESS

1. **Action** – Adopting the 2020 Public Participation Plan (PPP) (**All**)

Mrs. Sislak stated that the Public Participation Plan outlines how MPO staff will communicate and involve the public in planning activities. The requirement to publish a Final document for Public Comment was removed and the Public Comment Period for the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP) was reduced to 14 days. A Draft version of the PPP was published for Public Comment for 45 days from February 28, 2020 – April 12, 2020. No formal comments were received.

MOTION: By Councilmember Ron Scott to adopt the 2020 Public Participation Plan. The motion was seconded by Commissioner Davis.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – Adopting the FY 2021 Continuity of Operations Plan (COOP) (All)

Mrs. Sislak stated that the FY 2021 COOP outlines the policy and procedures that the MPO Staff will take if there is a catastrophic event or emergency. Procedures for Threats to Human Health were added to address the current pandemic.

MOTION: By Commissioner Underwood to adopt the FY 2021 Continuity of Operations Plan. The motion was seconded by Mr. Robert Davis.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Adopting the FY 2021 Unified Planning Work Program (UPWP) (All)

Mrs. Sislak explained that the FY 2021 UPWP is the administrative planning budget. Funding levels remain the same as FY20. Federal: \$199,181.60, Local: \$49,795.40 covered by the BCC. This document was published for Public Comment from June 1, 2020 - June 30, 2020. No formal comments were received. The Draft version will be adopted as the Final.

MOTION: By Commissioner Underwood to adopt the FY 2021 Unified Planning Work Program. The motion was seconded by Mr. Robert Davis.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

4. Action – Adopting the FY 2021 Cost Allocation Plan (CAP) (All)

Mrs. Sislak stated that the FY 2021 CAP outlines administrative expenses incurred by the MPO and produces indirect cost ratios used for reimbursement by ALDOT. The fringe benefit rate is 62.81% and the indirect allocation rate is 37.26%. The FY 2021 CAP has been reviewed and approved by ALDOT.

MOTION: By Commissioner Davis to adopt the FY 2021 Cost Allocation Plan. The motion was seconded by Commissioner Underwood.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

5. Action – Obligating 5307 Funds to the Town of Loxley (All)

Mrs. Sislak stated that the Town of Loxley has requested the use of 5307 transit funds to construct a transit hub at the Loxley Municipal Park. The total cost is \$978,294.42 (\$782,635.54 Federal, \$195,658.88 Loxley).

MOTION: By Commissioner Underwood to obligate 5307 funds to the Town of Loxley. The motion was seconded by Commissioner Davis.

- Discussion: Board Members expressed that this is a great example of how member governments can partner with the MPO to improve our community.
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

6. Action – Public Transportation Agency Safety Plan (PTASP) (All)

Mrs. Sislak explained that the Alabama Department of Transportation developed the Public Transportation Agency Safety Plan (PTASP) in cooperation with the Baldwin Regional Area Transit System (BRATS). This safety plan is a Federal Transit Administration (FTA) requirement for the 5311 and 5307 grants.

MOTION: By Councilmember Scott to approve the Public Transportation Agency Safety Plan. The motion was seconded by Mayor Wilson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

7. Action – Support of Local Toll Authority for BBEII (All)

Mrs. Sislak explained that the Baldwin County Commission is requesting support for the creation of a Local Toll Authority for the Baldwin Beach Express II. The proposed Baldwin Beach Express II would extend the northern terminus of the Baldwin Beach Express North to connect to Interstate 65. An amendment to create the Toll Authority will be on the November ballot.

MOTION: By Mayor Wilson to postpone the Resolution of Support for the Local Toll Authority for BBEII until the October Policy Board Meeting. The motion was seconded by Councilmember Scott.

- Discussion: Board Members expressed that they would feel more comfortable supporting the creation of a Local Toll Authority for BBEII after the Commission has had the opportunity to communicate the project details to the public. It was requested that all Public Outreach be shared on the MPO's social media sites. A Special Called Work Session was scheduled for September 9, 2020, for the project to be presented before the Policy Board.
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

8. Action - State Amendments to the Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated the Alabama Department of Transportation (ALDOT) requests the following changes be made to the FY20-23 Transportation Improvement Program (TIP):

- Project: 100070392 (PE) Federal aid number: NH I010 County: Baldwin Project Description: Widening on I-10 from East End of Bayway to 0.5 Mile East of SR-181; Target Start Date: 4/1/2022; Engineers Estimate: \$500,000
- Project: 100070740 (PE) Federal aid number: ST-002-042-028-PE County: Baldwin Project Description: Adding Turn Lanes on CR-44 and Upgrading Traffic Signal at CR-44 and SR-42 (US-98); Target Start Date: 12/1/2019; Engineers Estimate: \$9,947.00
- Project: 100072025 (TR) Federal aid number: PDFTA98 TR20 County: Baldwin Project Description: Section 5307 Transit CARES Act Apportionment for Operating FY 2020; Target State Date: 7/1/2020 Engineers Estimate: \$158,000.00
- Project: 100072026 (TR) Federal aid number: PDFTA98 TR20 County: Baldwin Project Description: Section 5307 Transit CARES Act Apportionment for Rolling Stock FY 2020; Target State Date: 7/1/2020 Engineers Estimate: \$58,000.00
- Project: 100071946 (PE) Federal aid number: STPAA NR20 County: Baldwin Project Description: 5 Year Regional Traffic Operations (RTOP) TSMO for 130 Signalized Intersections along SR-59, SR-16 (US-90), and SR-42 (US-98) in the Cities of Mobile, Spanish Fort, Daphne, Fairhope, Gulf Shores, and Foley; Target Start Date: 8/1/2020; Engineers Estimate: \$2,631,200.00

MOTION: By Commissioner Davis to adopt the State Amendments to the Transportation Improvement Program as amended by removing "Bridge" from the project description of Project: 100070392. The motion was seconded by Commissioner Underwood.

- Discussion: The word “Bridge” was removed from the following: Project: 100070392 (PE) Baldwin Project Description: Widening on I-10 from East End of Bayway Bridge to 0.5 Mile East of SR-181
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

9. Action - Amending the 2040 Long Range Transportation Plan (LRTP) (All)

Mrs. Sislak explained that the 2040 Long Range Transportation Plan (LRTP) will be amended to include all projects that have been moved to the TIP. This is an administrative action needed to ensure the documents align before the LRTP expires.

- Project: 100067784 (CN) INTERSECTION RELOCATION AND TRAFFIC SIGNAL INSTALLATION ON SR-16 (US-90) AT SR-59 IN LOXLEY; Engineers Estimate: \$279,591.93; Target Start Date: 5/29/2020
- Project: 100069345 (CN) TRAFFIC SIGNAL INSTALLATION AT THE INTERSECTION OF SR-42 (US-98) AND CR-34; Engineers Estimate: \$280,000.00; Target Start Date: 12/15/2019
- Project: 100070857 (PE) TURN LANE CONSTRUCTION AND TRAFFIC SIGNAL UPGRADE ON CR-30 (GAYFER AVENUE) AT SR-42 (US-98) IN THE CITY OF FAIRHOPE; Engineers Estimate: \$115,200.00; Target Start Date: 6/1/2020
- Project: 100070858 (CN) TURN LANE CONSTRUCTION AND TRAFFIC SIGNAL UPGRADE ON CR-30 (GAYFER AVENUE) AT SR-42 (US-98) IN THE CITY OF FAIRHOPE; Engineers Estimate: \$652,000.00; Target Start Date: 9/15/2020
- Project: 100070859 (RW) WIDENING AND ADDING CENTER TURN LANE ON CR-64 FROM SR-181 TO CR-54 AND INSTALLATION OF ROUNDABOUT AT AUSTIN ROAD-RIGSBY ROAD. Engineers Estimate: \$303,000.00 Target Start Date: 9/1/2020
- Project: 100070861 (PE) RESURFACING ON CR-64 FROM SR-42 (US-98) TO CR-13 AND INTERSECTION IMPROVEMENTS ON CR-64 AT POLLARD ROAD; Engineers Estimate: \$60,000.00 Target Start Date: 6/1/2020
- Project: 100070862 (CN) RESURFACING ON CR-64 FROM SR-42 (US-98) TO CR-13 AND INTERSECTION IMPROVEMENTS ON CR-64 AT POLLARD ROAD; Engineers Estimate: \$1,240,000.00; Target Start Date: 9/15/2020
- Project: 100071523 (PE) ACCESS MANAGEMENT ON SR-42 (US-98) FROM CR-64 TO VAN AVENUE IN THE CITY OF DAPHNE; Engineers Estimate: \$150,000.00; Target Start Date: 6/1/2020
- Project: 100070860 (UT) WIDENING AND ADDING CENTER TURN LANE ON CR-64 FROM SR-181 TO CR-54 AND INSTALLATION OF ROUNDABOUT AT AUSTIN ROAD-RIGSBY ROAD; Engineers Estimate: \$1,224,120.00; Target Start Date: 11/1/2020
- Project: 100071524 (CN) ACCESS MANAGEMENT ON SR-42 (US-98) FROM CR-64 TO VAN AVENUE IN THE CITY OF DAPHNE; Engineers Estimate: \$2,202,610.02; Target Start Date: 4/30/2021
- Project: 100070867 (PE) RESURFACING AND WIDENING ALONG CR-68 FROM THE LOXLEY TOWN LIMITS TO THE BALDWIN BEACH EXPRESS; Engineers Estimate: \$51,005.00; Target Start Date: 11/1/2021
- Project: 100070868 (CN) RESURFACING AND WIDENING ALONG CR-68 FROM THE LOXLEY TOWN LIMITS TO THE BALDWIN BEACH EXPRESS; Engineers Estimate: \$749,773.50 Target Start Date: 5/27/2022
- Project: 100070869 (PE) ROUNDABOUT AT NORTH SECTION STREET/CITY 104/VETERANS DRIVE/SCENIC 98; Engineers Estimate: \$139,090.64; Target Start Date: 11/1/2022

- Project: 100070870 (CN) ROUNDABOUT AT NORTH SECTION STREET/CITY 104/VETERANS DRIVE/SCENIC 98; Engineers Estimate: \$1,200,300.66; Target Start Date: 6/30/2022

MOTION: By Councilmember Scott to amend the 2040 Long Range Transportation Plan. The motion was seconded by Commissioner Underwood.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

10. Informational – Designating BRATS as the Direct Recipient of 5307 Funds (All)

Mrs. Sislak stated that BRATS is researching the possibility of becoming the direct recipient of 5307 funds. BRATS is currently a sub-recipient of ALDOT.

- Discussion: Policy Board Members supported BRATS becoming the direct recipient of 5307 funds.

11. Informational - MPO Coordinator's Report (All)

- ALDOT Project Update

Mr. Matt Ericksen provided ALDOT's project update:

- SR 181 Widening – northbound roadway grading and draining work is under construction with the traffic shift anticipated in January, and the utility relocation is still underway. The project is expected to be complete Fall of 2021.
- US 31 – concrete items and subgrade work is ongoing. Roadway work in front of Rockwell Elementary should be complete by the start of the school year. Anticipate having 4-lanes complete and open to traffic around December. The current anticipated completion is early 2021
- SR 181 and I-10, Diverging Diamond – crossover traffic shift operating July 1. Other upcoming and ongoing project items are median barrier wall and attenuator installation, traffic islands, high mast lighting, US-90 at Dimitrios signal installation, and wearing surface and permanent markings to be placed. The project is anticipated to be completed by the end of 2020.
- Intersection Alignment at US 90/SR 59 – let to construction on 5/29/20. Construction will begin in approximately one month, 90 working days, and anticipated construction completion in approximately six months following.

- Project Update:

- CR34 Signal – project is up and running on temporary poles, waiting for permanent poles to be installed.
- Fairhope Transit Project – working with FTA to address NEPA concerns that were added when bathroom addition was added. City of Fairhope staff working with FTA and historical specialists to address historical and cultural concerns.

- TAP Grant Letters of Support

- Planning and Development Update

Mrs. Katrina Taylor gave an update for the first and second quarters of 2020.

OTHER DISCUSSION: None

NEXT MPO MEETINGS (All)

- **Special Called Policy Board Work Session:** Wednesday, September 9, 2020; 10:00 AM; Baldwin County Satellite Courthouse (Fairhope)
- **Policy Board Work Session:** Wednesday, October 7, 2020; 10:00 AM; Baldwin County Satellite Courthouse (Fairhope)
- **BPAC Meeting:** Tuesday, October 13, 2020; 9:00 AM; TBD
- **CAC Meeting:** Tuesday, October 13, 2020; 1:00 PM; TBD
- **TAC Meeting:** Wednesday, October 14, 2020; 10:00 AM; TBD
- **Policy Board Meeting:** Wednesday, October 21, 2020; 10:00 AM; TBD

PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** Commissioner Davis explained the importance of the 2020 Census and for all member governments to continue to publicize for citizen's awareness. Mayor Haygood stated that he will not be seeking re-election so the October meeting will be his last meeting Chairing the Policy Board.

ADJOURNMENT (All)

Meeting adjourned at 12:00 PM



Jack Burrell, Chairperson

Date: 1/27/21