



Area Agency on Aging and Independent Living  
Area Development District  
Metropolitan Planning Organization



## **TRANSPORTATION POLICY COMMITTEE**

**12:30 p.m., Thursday, September 22, 2022**

**KIPDA Burke Room  
11520 Commonwealth Drive  
Louisville, Kentucky 40299**

### **Please review the following notes:**

TPC members and the public may attend the meeting at 11520 Commonwealth Drive, Louisville KY.

TPC members and the public may participate, observe, and comment online.

All TPC members will be provided a unique web-link to the Zoom (video conference) in advance of the meeting.

All TPC voting members when participating online must activate their web cameras during the meeting per Kentucky Open Meetings and Open Records Statutes.

The public may review the meeting materials and find the web-link to the video meeting at:

<https://www.kipda.org/committees-and-councils/transportation-policy-committee/meeting-information/>

There will be a public comment period at the beginning of the TPC meeting. The public may also submit comments in advance of the meeting by emailing [KIPDA.trans@kipda.org](mailto:KIPDA.trans@kipda.org).

## **AGENDA**

1. *Call to Order, Welcome, Roll Call*
2. *August 2022 TPC Meeting Minutes* – Review and approval (see enclosed). **Action Requested**
3. *Public Comment Period* – The TPC Chair will facilitate a review of comments submitted prior to the TPC meeting and entertain comments offered as part of Agenda Item 3.
4. *Public Involvement Report* – Staff will report on activities undertaken to engage the public, comments received, and future public involvement opportunities (see enclosed).
5. *2022 Population and Household Data* – Matt Ruther of the Kentucky State Data Center will present the latest projections that are the first to incorporate data from the 2020 Decennial Census, superseding projection releases from prior years.
6. *Federal Certification Review Findings* – Bernadette Dupont with Federal Highway Administration will deliver the findings from the 2022 KIPDA FCR from June.
7. *Project Management Guidebook Update* – Staff will present changes to the PMG to include language for the recently completed Complete Streets Policy (see enclosed). **Action Requested**
8. *Congestion Analysis* – Staff will showcase a method of using data acquired from Streetlight to calculate and display the TTI on the region's interstate and arterial road network that will be

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incorporated into the scoring process for roadway projects. **Action Requested**

9. *Freight Network* – Staff will present updated data and roads to the existing freight network.  
**Action Requested**
10. *Crash Analysis* – Staff will showcase the newest additions and changes to the KIPDA crash analysis methodology. **Action Requested**
11. *Safe Streets for All Grant Update* – Staff will present the latest information and timetable for the Safe Streets for All Grant.
12. *Administrative Modifications 35 to the FY 2020-FY 2025 Transportation Improvement Program (TIP)* – Staff will present information on Administrative Modifications to the short-range funding document (see enclosed).
13. *Update on Project Development and MPO Dedicated Call for Projects* – Staff will provide an update on the MPO dedicated call for projects and project development for the new Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
14. *Other Business*
15. *Adjourn*

**MINUTES**  
**TRANSPORTATION POLICY COMMITTEE (TPC)**  
**August 25, 2022, 12:30 p.m.**  
**In-Person and via Video Conference**

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**Call to Order**

Vice-Chair Carrie Butler called the meeting to order at 12:30 p.m. After roll call, it was determined that there was a quorum present.

**Review and Approval of Minutes**

**Bernie Bowling, City of St. Matthews, made a motion to approve the minutes from the July meeting. Matt Meunier, City of Jeffersontown, seconded the motion and it carried with a unanimous vote.**

**Public Comment Period**

Greg Burress, KIPDA staff, presented three public comments which came in during the meeting.

**Public Involvement Report**

Greg Burress, KIPDA staff, reported on activities undertaken to engage the public, comments received, and ongoing/upcoming activities. No action was required.

**I-Move Kentucky**

Chris Slone, KYTC, presented the latest from I-Move Kentucky. There was discussion. No action was required.

**Complete Streets Policy**

Elizabeth Farc, KIPDA staff, presented the draft Complete Streets Policy. There was discussion. **Dirk Gowin, Louisville Metro Government, made a motion to adopt the Complete Streets Policy. Kevin Baity, Town of Clarksville, seconded the motion and it carried with a unanimous vote.**

**Safe Streets and Roads for All Grant**

Alex Posorske, KIPDA staff, provided an update on the Safe Streets and Roads for All grant, including the latest timeline and what action will come next. **Matt Meunier, City of Jeffersontown, made a motion to approve the grant application for the KIPDA MPO. Dirk Gowin, Louisville Metro Government, seconded the motion and it carried with a unanimous vote.**

**Freight Network**

This agenda item was tabled until the September TPC meeting.

**Congestion Management & Air Quality (CMAQ) Performance Plan**

Jeremeih Shaw, KIPDA staff, presented applicable performance measures and baselines/targets for each of the measures. **Dirk Gowin, Louisville Metro Government, made a motion to adopt the CMAQ Performance Plan. Kevin Baity, Town of Clarksville, seconded the motion and it carried with a unanimous vote.**

## **Administrative Modification 34 to the FY 2020-2025 Transportation Improvement Program (TIP)**

Nick Vail, KIPDA staff, presented information on Administrative Modification 34 to the short-range funding document. No action was required.

## **Indiana MPO Conference**

Greg Burress, KIPDA staff, provided an update on the 2022 Indiana MPO Conference. No action was required.

## **Other Business**

Nick Vail, KIPDA staff, provided information on upcoming grants. No action was required.

Andy Rush, KIPDA staff, announced that Transportation Planner Elizabeth Farc has resigned from KIPDA. Alex Posorske and Spencer Williams will be guiding the MTP update. No action was required.

## **Adjournment**

The meeting was adjourned at 1:47 p.m.

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Andy Rush  
Recording Secretary

### **Members Present:**

Matt Meunier	City of Jeffersontown
Beverly Chester-Burton	City of Shively
Bernie Bowling	City of St. Matthews
Brian Dixon	Clark County
*Noura Akkad	Federal Highway Administration – Kentucky
Tony McClellan	Indiana Department of Transportation – Seymour
J. Byron Chapman	Jefferson County League of Cities
Isidro Delgado	Kentucky Transportation Cabinet
*Matt Bullock	Kentucky Transportation Cabinet – District 5
Dirk Gowin	Louisville Metro Government
Carrie Butler (Vice Chair)	TARC
Kevin Baity	Town of Clarksville

### **Members Absent:**

Bullitt County  
City of Charlestown  
City of Jeffersonville  
City of New Albany  
\*Federal Aviation Administration – Memphis  
\*Federal Highway Administration – Indiana  
\*Federal Transit Administration – Region 4  
Floyd County  
Indiana Department of Transportation  
\*Louisville Metro Planning & Design  
Louisville Regional Airport Authority  
Oldham County  
U.S. Dept. of Housing & Urban Development

### **Others Present:**

Brian Meade	AECOM
Karlei Metcalf	Indiana Department of Transportation – Seymour
Chris Slone	Kentucky Transportation Cabinet
Larry Chaney	Kentucky Transportation Cabinet – District 5
Tom Hall	Kentucky Transportation Cabinet – District 5
Greg Burress	KIPDA
Randall Embry	KIPDA
Elizabeth Farc	KIPDA



## Agenda Item #2

Jarrett Haley	KIPDA
Zach Herzog	KIPDA
Valerie Mohr	KIPDA
Alex Posorske	KIPDA
Andy Rush	KIPDA
Ethan Schrage	KIPDA
Jeremeih Shaw	KIPDA
Randy Simon	KIPDA
Nick Vail	KIPDA
Spencer Williams	KIPDA
Shawn Dikes	Lochmueller Group
Amanda Deatherage	Louisville Metro Government
Michael King	Louisville Metro Government
Aida Copic	TARC
Geoffrey Hobin	TARC
Doug Smith	WSP USA
Jody Dahmer	
Sarah Fisher	
Evan Kerr	
Mark Long	

\* Denotes Advisory Members



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## **Agenda Item #4**

### **MEMORANDUM**

TO: Transportation Policy Committee

FROM: Greg Burress

DATE: September 13, 2022

SUBJECT: Public Involvement Report

The attached report outlines public engagement activities and results from August of 2022. KIPDA staff is pleased to share the continuing efforts and analytics for the social media platforms of KIPDA Transportation along with website traffic for the Committee's knowledge. The report details public comments received through public events KIPDA attended.

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# TRANSPORTATION OUTREACH REPORT




## WEBSITE UNIQUE VISITS August 2022

Transportation Main Page	284
Transportation Improvement Program	173
Metropolitan Transportation Plan	70

## PUBLIC OUTREACH EVENTS AND MEETINGS

Streets for People  
Greater Louisville Inc - Bi-State Committee Mtg  
California Day  
CycLOUvia  
Middletown Chamber of Commerce  
Louisville Health Advisory Board

## SOCIAL MEDIA ANALYTICS August 2022

 18 Posts  
2,550 Impressions  
101 Engagements

 21 Tweets  
7,013 Impressions  
419 Engagements

 13 Posts  
802 Impressions

**520**

Total Engagements

**10.3K**

Total Impressions

## PUBLIC COMMENTS

"More stop lights in the California Neighborhood & speed bumps"

"Bike lanes/shared lanes in the Hillcrest/Frankfort Ave Area"

"More grass cutting around expressway entrances/exits"

"18th St from Oak to Hill needs to be repaved"

"Light, Lights, Lights"

"Better transit access to Grinstead"

"Remove old unused cable/phone power wires"

"Make the side streets one way"

"Two way state highways "

"Sidewalk and curb broken at AMP Apt."  
- 2030 Frankfort Ave



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## **Agenda Item #7**

### **MEMORANDUM**

TO: Transportation Policy Committee

FROM: Nick Vail

DATE: September 7, 2022

SUBJECT: Project Management Guidebook Update

As the Metropolitan Planning Organization (MPO) for the Louisville, KY-IN Metropolitan Planning Area (MPA), the Transportation Policy Committee (TPC) has the authority to award and manage Federal funds from five programs in Indiana and three programs in Kentucky. The Project Management Guidebook (PMG) was first approved by the TPC in 2016, updated in November 2020 and again in July 2022 to incorporate the new Carbon Reduction Program. The PMG outlines the processes and procedures related to the award and management of funds from KIPDA's MPO dedicated programs. Last month TPC approved the new Complete Streets Policy (CSP). The CSP adds a new requirement for sponsors applying for funds through the MPO dedicated programs. Therefore, the PMG must be updated to reflect the new CSP. Please find attached the updated PMG with changes reflected in red text.

**Action is requested for TPC approval of the Project Management Guidebook update.**

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# PROJECT MANAGEMENT GUIDEBOOK



**KIPDA**  
Kentuckiana Regional Planning  
& Development Agency



**UPDATED SEPTEMBER 2022**

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## BACKGROUND

In August 2016, KIPDA's Transportation Policy Committee (TPC) approved a Project Management Process (now titled Project Management Guidebook) for the Surface Transportation Block Grant (STBG-MPO) Program to clarify requirements and procedures and to increase transparency and accountability. It was a new process for planning, programming and prioritizing STBG-MPO funds for which the TPC has sole authority to award.

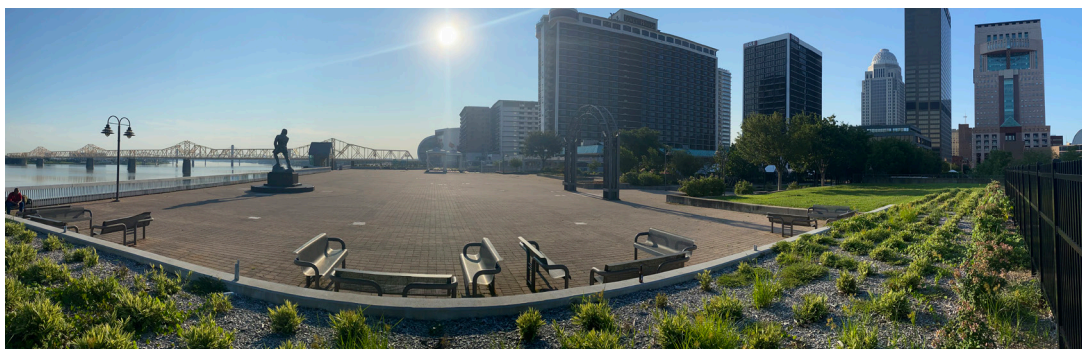
In February 2020, a Transportation Technical Coordinating Committee (TTCC) working group was formed to examine the PMG rules and procedures in order to identify improvements that would further the original goals while reducing the administrative burden faced by project sponsors. This new Project Management Guidebook (2020) is the product of the TTCC Working Group's efforts and replaces the original Project Management Process (2016). This guidance will be used to develop recommendations to TPC but shall not limit TPC's ability to make decisions in the best interest of the Metropolitan Planning Organization (MPO).

In August 2022, the TPC approved the new [Complete Streets Policy \(CSP\)](#). The CSP requires that all projects receiving KIPDA MPO dedicated funds adhere to this policy in order to be eligible. The PMG has been updated to incorporate the new requirement. More information about the CSP can be found in the Call for Projects chapter of the PMG.

## GOALS

The goals of the PMG are as follows:

- Support the goals of the [Connecting Kentuckiana 2040 Metropolitan Transportation Plan \(MTP\)](#).
- Support the performance targets as defined by the [KIPDA Performance Management Plan](#).
- Ensure that projects advance in a timely and efficient manner so the community may benefit.
- Establish a process that provides clear and understandable rules for project sponsors to follow.
- Reduce the administrative burden to ensure it is not an impediment to project delivery.





## WHAT'S CHANGED?

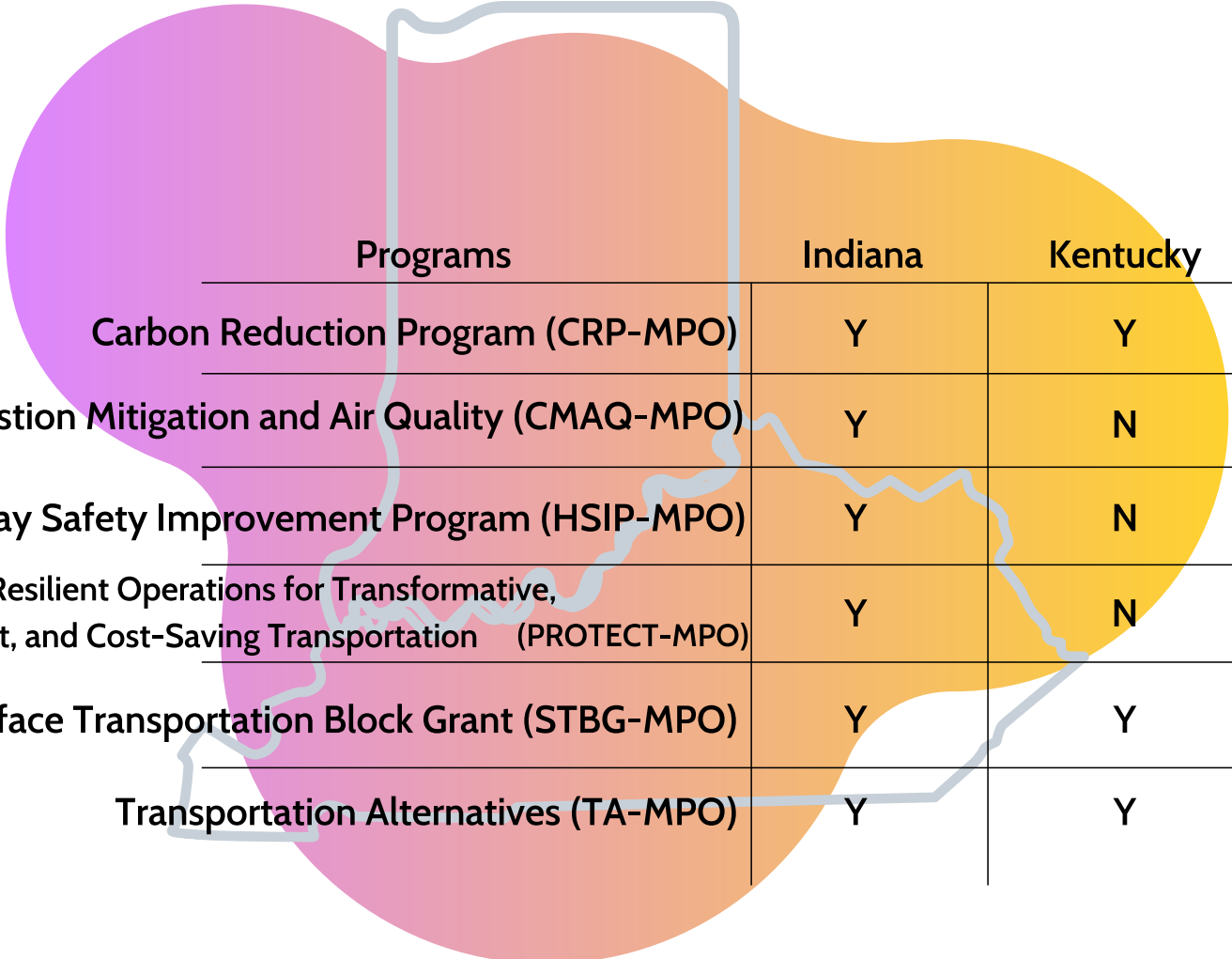
While there are many things that have changed from the original Project Management Process (2016), there are a few prominent changes, outlined here:

- The processes and procedures included in this guidebook apply to all of KIPDA's MPO Dedicated Funding Programs; variations by program are outlined. This includes:
  - ◆ Indiana programs: Carbon Reduction Program (CRP-MPO), Congestion Mitigation and Air Quality (CMAQ-MPO), Highway Safety Improvement Program (HSIP-MPO), **Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT-MPO)**, Surface Transportation Block Grant (STBG-MPO) and Transportation Alternatives (TA-MPO).
  - ◆ Kentucky programs: Carbon Reduction Program (CRP-MPO), Surface Transportation Block Grant (STBG-MPO) and Transportation Alternatives (TA-MPO).
- The administrative burden on project sponsors has been reduced and KIPDA is transitioning to online submittal of forms, applications, etc.
- Funds available for planning studies were increased from 2% to 5% of the annual KY STBG-MPO program. Cost increases are now only available for projects that have previously been awarded funds through an MPO dedicated funding program.
- The 20% cost increase threshold, requiring sponsors to submit additional paperwork for those cost increase requests, has been eliminated.
- The rules for managing project schedules (i.e. delays and phase shifts) have been restructured to maintain accountability, while acknowledging the external factors for which sponsors have little to no control over.
- The reporting and meeting requirements for Kentucky project sponsors were streamlined.
- **As a result of TPC approving the Complete Streets Policy (CSP), all projects selected for their first commitment of MPO-dedicated federal funding starting with the 2022 Call for Projects shall adhere to this policy and are required to follow the Complete Streets Policy requirements and implementation process in the CSP. Projects approved for MPO-dedicated federal funding prior to 2022 should consider complying with the Complete Streets Policy where possible and are requested to provide related information during Quarterly Reviews, as required by the Project Management Guidebook.**



## PROGRAMS

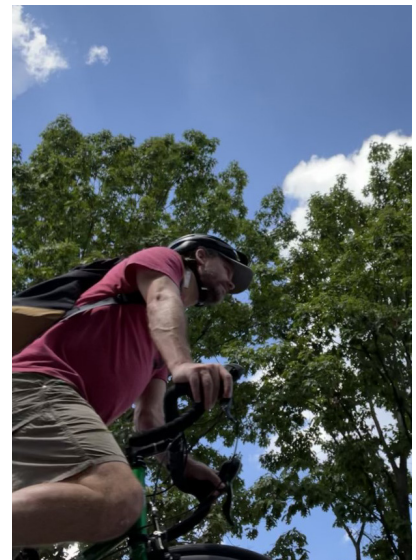
KIPDA manages annual sub-allocations for **six** federal funding programs in Indiana and three in Kentucky. These are known as the MPO Dedicated Funding Programs. The table below indicates which programs KIPDA receives an annual sub-allocation of funding for.



Programs	Indiana	Kentucky
Carbon Reduction Program (CRP-MPO)	Y	Y
Congestion Mitigation and Air Quality (CMAQ-MPO)	Y	N
Highway Safety Improvement Program (HSIP-MPO)	Y	N
Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT-MPO)	Y	N
Surface Transportation Block Grant (STBG-MPO)	Y	Y
Transportation Alternatives (TA-MPO)	Y	Y

The purpose of each of these Federal Funding Programs is outlined here:

- Carbon Reduction Program (CRP-MPO): This new funding program is designed to reduce transportation emissions through the development of State carbon reduction strategies and by funding projects designed to reduce transportation emissions.
- Congestion Mitigation and Air Quality (CMAQ-MPO): This is a funding source focused on reducing vehicle emissions in designated areas of the United States. Federal funding is available to government agencies for projects that will contribute greatly to air quality improvements and decreases in traffic congestion without adding vehicle capacity on roadways. Federal CMAQ funds must be spent in non-attainment or maintenance areas as determined by the Environmental Protection Agency (EPA).
- Highway Safety Improvement Program (HSIP-MPO): This is a Federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned roads and roads on tribal land. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads with a focus on performance.
- Promoting Resilient Operation for Transformative, Efficient, and Cost-Saving Transportation (PROTECT-MPO): This program is designed to help make surface transportation more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure.
- Surface Transportation Block Grant (STBG-MPO): This is a Federal-aid program that provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals.
- Transportation Alternatives (TA-MPO): This program provides funding for a variety of smaller-scale





## PROCESS OVERVIEW

The following is an overview of the project management process. The details of each activity will be covered in subsequent sections of this guidebook. KIPDA announces a Call for Projects, specific to each state and the applicable funding programs, every two to four years. Local public agencies (i.e. project sponsors) must submit an MPO Dedicated Funding Program Application. If the project the sponsor is applying for is new to KIPDA, then the sponsor must also submit a Project Application. If sponsors request more funds than are available, a TTCC Working Group will be formed to review and evaluate the project applications. The TTCC Working Group will ultimately make a funding recommendation to be considered by the TTCC and then the TPC.

After TPC awards the MPO dedicated funds to a specific project, KIPDA staff will work with the sponsor to add the project to the Transportation Improvement Program (TIP) and if not already included in the MTP. Once that is accomplished then the sponsor can work with their respective state department of transportation to proceed with federal authorization and ultimately obligate the funds for a particular phase of the project. More details about the specifics can be found in the section about [Calls for Projects](#).

A sponsor may realize that additional funds (i.e. cost increase) are needed for a particular phase of the project. Periodically there are opportunities for sponsors to apply for a cost increase. If funds are available, then project sponsors must submit a Cost Increase Application. If sponsors request more funds than are available, a TTCC Working Group will be formed to make funding recommendations to TTCC and ultimately TPC. There are many nuances as to whether funds will be available and when sponsors can apply. More details about the specifics can be found in the section about [Managing Costs](#).

There are also occasions when a particular phase of a project is delayed, and the sponsor may wish to shift the phase to a different fiscal year. Only Kentucky project sponsors can shift a phase of a project due to INDOT rules. KIPDA staff will alert Kentucky sponsors when phase shift requests can be submitted. In some cases, sponsors must submit a Phase Shift Application so that a TTCC Working Group may consider recommending that TPC grant an exception to the phase shift rules. More details about the specifics can be found in the section about [Managing Schedules](#).



## DECISION-MAKING

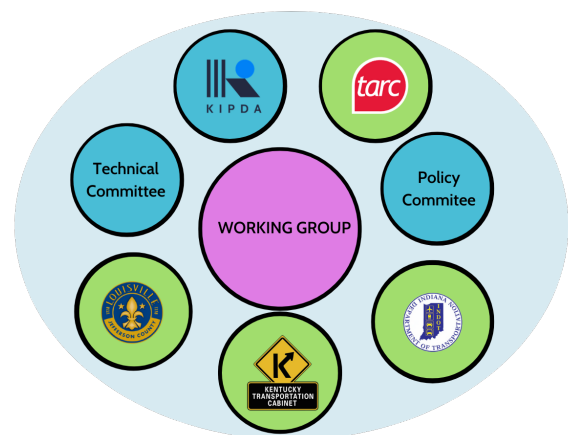
As previously mentioned, there are occasions when a TTCC Working Group must be formed. It could be related to a new Call for Projects, phase shift exception request or an instance where there are not enough funds available to cover every cost increase request. In each of these instances KIPDA staff will convene a TTCC Working Group comprised of representatives from the following agencies:

- Indiana Department of Transportation (INDOT)
- Kentucky Transportation Cabinet (KYTC)
- Kentuckiana Regional Planning and Development Agency (KIPDA)
- Louisville Metro Government
- Transit Authority of River City (TARC)
- Two rotating TTCC member agencies with voting status from Indiana
- Two rotating TTCC member agencies with voting status from Kentucky

If a rotating TTCC member agency prefers not to participate, then the next member agency on the rotating list of agencies will be asked to participate. It is not required that all nine TTCC Working Group members participate, but it is recommended. The TTCC Working Group members must reach a consensus on any recommendations. Members have discretion as to how they reach their decision, but the following factors should be considered when applicable:

- Project's MTP ranking
- Project's potential contribution to achieving KIPDA's performance targets
- Ability of project sponsor to provide necessary non-federal match
- Project sponsor's history of advancing projects in a timely and efficient manner
- Information provided via any applications
- Relationship of the project to the Environmental Justice areas
- Justification for cost increase or phase shift
- Amount of a cost increase relative to the original cost estimate
- Amount of a cost increase relative to the available balance
- **Adherence to the Complete Streets Policy**
- **Consider how the context-sensitive design solutions meet the intent of the Complete Streets Policy, including geographic needs, population, etc.,**

Once the TTCC Working Group has reached consensus, a KIPDA staff member will draft a recommendation report. The TTCC Working Group recommendation will then be presented to the TTCC for their consideration and recommendation to TPC. The TTCC has discretion to modify the TTCC Working Group's recommendation. The TPC also has discretion to modify the recommendation from TTCC. Ultimately it is up to TPC to make any final decisions. Once TPC approval has occurred, KIPDA staff will follow up with project sponsors on the next steps needed to incorporate any project changes in the TIP and MTP.



## ANNOUNCEMENTS

Calls for Projects (i.e. Call) do not occur annually. Instead KIPDA prefers to wait until at least two fiscal years' worth of funding is available prior to announcing a Call. When a Call is announced, KIPDA staff will provide a schedule of activities including the submittal deadline(s) for potential project sponsors. Ample time will be provided so that sponsors can adequately prepare documentation and complete the appropriate application(s).

## ELIGIBILITY

All state and local public agencies in the Louisville/Jefferson County KY-IN Metropolitan Planning Area (MPA) are eligible to compete for available funds. However, all Calls are state specific and only sponsors who are located or operate in Indiana can compete for Indiana funding programs and those who are located in Kentucky can compete for Kentucky funding programs.

Project eligibility depends on the specific MPO dedicated funding program. Each of the five programs listed in the [Overview section](#) of this guidebook has their own federally defined project eligibility. The STBG-MPO program is the most flexible in terms of project eligibility, while the CMAQ-MPO, HSIP-MPO and TA-MPO programs are all very specific in the types of projects that are eligible.

One type of eligible project that is a bit different from the rest is planning studies. Planning studies are only eligible through the STBG-MPO program. Up to 5% of the annual sub-allocation of STBG-MPO funds may be awarded to planning studies. Planning studies must be obligated in the year they are programmed, and they are not eligible for cost increases.

There is a cap on how much federal funding Kentucky project sponsors are eligible to receive for a single phase of a project through the STBG-MPO program. KIPDA annually receives approximately \$24M through the program. The most a single phase can receive is 50% of the adjusted annual allocation of STBG-MPO funds. More information about the adjusted annual allocation of STBG-MPO can be found in the [Managing Costs](#) section. The reason the 50% rule does not apply to the programs in Indiana and the TA-MPO program in Kentucky is that the amount KIPDA receives annually is significantly lower which already makes it difficult to fully fund a single phase of a project.

# CALL FOR PROJECTS

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Project sponsors applying for MPO dedicated funding will be asked to acknowledge that their project will adhere to the Complete Streets Policy and explain how their project will safely and comfortably accommodate vulnerable road users. This should include a description of the pedestrian, bicycle, and/or transit facilities that will be included in the project. If the project does not provide any of these facilities, the project sponsor must explain why. Exemptions to the policy will be considered, but sponsors must provide justification as to why the specific exemption(s) applies to the project. Below is a list of the exemption types:

1. Where a particular user group is prohibited by law from using a transportation facility, e.g. an interstate highway or pedestrian mall.
2. When the project consists of routine maintenance, repair, or safety infrastructure installation and does not alter existing geometric designs of a transportation facility (e.g., mowing, sweeping, spot repair, guardrail installation.)
3. When the project consists primarily of the installation of traffic control devices and the existing crossing devices already accommodate all applicable user groups.
4. Where the transportation facility already adequately accommodates all users.
5. Where cost would be excessively disproportionate to probable use or need.
6. Where lack of population or other factors indicate an absence of need under both current and future conditions.
7. When alternative transportation facilities on other routes of similar or better quality already exist or are currently planned.





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## APPLYING FOR FUNDS

Projects that are new to KIPDA's planning documents (i.e. MTP and TIP) must first submit a Project Application which is found on KIPDA's [Transportation Planning Portal](#). Every transportation project in the current MTP and TIP must have submitted a Project Application at some point in time. The Project Application provides KIPDA staff with all of the relevant details about a project including the scope, total cost and anticipated open to public (OTP) date. Additional questions asked in the Project Application help KIPDA staff determine a project's potential contribution to the regional performance targets as well as its ranking in the MTP. Be sure not to include any project phases in the TIP funding section of the application unless the funds have been secured/committed (e.g., sponsor is certain funds are committed by funding agency).

Existing MTP and/or TIP projects do not need to submit a Project Application unless there has been a change to the scope, OTP date or some other important change such as a new State ID. Once a sponsor has submitted a Project Application, made changes to a Project Application, or verified that existing Project Application data is accurate, an MPO Dedicated Funding Application can be submitted. This application is also found in the [Transportation Planning Portal](#). Sponsors must also upload documentation reflecting the agency's ability to provide the required local match and the project's cost estimate. **Finally, sponsors must fill out the new complete streets portion of the MPO Dedicated Funding Application**

Staff will review the Project Application and MPO Dedicated Funding Application for completeness and will follow-up with sponsors if any additional information or clarifications are required.

## FUNDING AWARDS

If there are more federal funds available than requested all eligible applications will be sent to TPC for final approval. While it is possible, it is highly unlikely as Calls are typically very competitive in terms of the number of applications submitted and funds requested. Typically, the total request for funding is greater than what is

available. If that is the case, then the process will follow what was explained in the section about [Decision-making](#) found in the [Overview](#) section. In short, a TTCC Working Group will make a funding recommendation that is then

sent to TTCC for consideration. TTCC will then either accept the recommendation or modify the recommendation for TPC to consider. **TPC must also approve any recommended projects that have applied for exemptions to the Complete Streets Policy requirements.**

Once TPC takes action, then the next step is to incorporate the newly awarded projects into the MTP, and TIP as needed. Depending on the scope and total project cost some projects can be processed through an administrative modification to the TIP. All other projects must be added to the MTP and TIP through an amendment which typically takes 3-4 months. Once the projects have been added to the planning documents, project sponsors can work with their respective state department of transportation to seek federal authorization and ultimately obligate federal funds for a particular phase.



There are opportunities for sponsors, with projects funded through one of the MPO dedicated programs, to request a cost increase for a particular phase. Whether funds are available depends on the particular funding program and the state in which the project is located. Cost increases are only available to projects that were awarded MPO Dedicated Program funds previously.

## INDIANA

Although KIPDA receives annual sub-allocations for five funding programs, the total amount of funding received through the programs is typically between \$6-9M annually. Due to the limited availability of funds coupled with the typical cost of a transportation project no funds are set aside for cost increases through any of the five programs. The result is that cost increase opportunities are random and may not occur every year. Federal Highway Administration (FHWA) and INDOT rules provide some flexibility to shift funds among five MPO dedicated funding programs which increases the probability that there may be funds available for cost increases. Typically, the availability of funds for cost increases depends on five questions:

- During the last Call for Projects, were sponsors awarded 100% of the estimated funds available?
- Was the actual amount of funds sub-allocated by INDOT greater than the estimated amount?
- Was the actual cost for a particular project phase less than the amount awarded to a sponsor?
- Were any projects and/or a phase of a project cancelled or delayed?

The answers to these four questions will determine whether there are opportunities for Indiana sponsors to request cost increases in a particular fiscal year. If there are funds available only existing MPO dedicated projects can request cost increases. All available funds are comingled, so it does not matter which of the four dedicated programs a particular project was originally awarded funds from.



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## KENTUCKY

KIPDA manages annual sub-allocations for three funding programs, each with their own unique circumstances. In the STBG-MPO program there is a cost increase reserve that is set aside annually for anticipated cost increases. The amount set aside each year is equal to 20% of the annual sub-allocated amount. Therefore, the adjusted annual allocation of STBG-MPO funds is 80% of the annual sub-allocated amount. Kentucky sponsors with existing STBG-MPO projects can expect up to four opportunities annually to apply for cost increases. Only current STBG-MPO projects are eligible to request funds from the STBG-MPO cost increase reserve.

Any funds remaining at the end of the fiscal year will be added to the cost increase reserve set aside for the next fiscal year. In the CRP-MPO and TA-MPO program there is no cost increase reserve for the same reasons that no funds are set aside in Indiana. Cost increase opportunities are unpredictable. Whether an opportunity will arise is based on the same four questions outlined above for Indiana cost increases. If there are funds available only existing CRP-MPO and TA-MPO projects can request cost increases.

## BI-STATE PROCESS

KIPDA will follow the same process in both states when cost increase opportunities arise. An announcement will be made regarding how much funding is available for cost increases and an application deadline will be specified. Planning studies and programs are not eligible for cost increases. Other than the total amount available, there is no limit on how much funding a sponsor may request. All requests must be submitted through the Cost Increase Application found in the [Transportation Planning Portal](#). If there are more federal funds available than requested all eligible applications will be sent to TPC for final approval. The only exception is if KIPDA staff determines that the request is extremely unusual or excessive.

If there are not enough funds available to cover every request, then the process will require the formation of a TTCC Working Group. More information about this process is explained in the section about Decision-making found in the [Overview](#) section of this guidebook.

## SHIFTING FUNDS BETWEEN PROJECT PHASES

During the life of a project, sponsors may realize that one phase requires more funding than originally anticipated, while another phase of the same project requires less funding. If this is the case project sponsors may shift funds between phases of the same project by simply emailing KIPDA staff and attaching an updated engineer's cost estimate. Upon review and approval KIPDA staff will instruct the sponsor to submit the change via the Project Application found in the [Transportation Planning Portal](#).

TPC strongly encourages project sponsors to set reasonable schedules that can be maintained to minimize delays and expedite project delivery. For example, if the Construction phase of Project X is scheduled for FY 2021 then the sponsor will be expected to seek federal authorization to obligate the funds in FY 2021. However, there will inevitably be issues that arise which force a sponsor to delay a phase of a project. Due to state specific rules from INDOT and KYTC there are differences as to whether KIPDA staff can accommodate a project delay.

## INDIANA

INDOT does not allow KIPDA to carryover MPO dedicated program funds from one fiscal year to the next. Therefore, Indiana project sponsors cannot request that funds associated with a particular phase of a project be shifted back to another fiscal year. If for some reason a project sponsor does not obligate MPO dedicated funds in the fiscal year they are programmed then the sponsor will have to pay for the phase with 100% local funds, consider cancelling the project or swap MPO dedicated funds with another project sponsor. Sponsors should alert KIPDA staff as early as possible if there is any chance that the MPO dedicated funds will not be obligated within the fiscal year in which they are programmed. KIPDA staff will attempt to reprogram those funds to another project(s) that needs a cost increase.

## KENTUCKY

KYTC does allow KIPDA to carryover MPO dedicated program funds from one fiscal year to the next. If a sponsor would like to advance a phase of a project to an earlier fiscal year, please contact KIPDA staff. If for some reason a sponsor needs to shift a project phase back due to a delay apply.

A phase shift is defined as any number of years as long as the phase is being shifted to a fiscal year within the current TIP. The initial design phase of a project must be obligated in the year in which it was programmed in the TIP. While a project is under design the sponsor can shift the right of way, utilities, and construction phase twice. If the sponsor needs to shift a third time it must request an exception.

- If a phase of a project (R, U, C) requires a fourth shift (after initial design obligation and before obligation of the next phase) all future programmed MPO dedicated funds will be removed from the TIP and the project will have to re-compete through the next Call for Projects. Sponsors should be aware that if they do not move into the next phase after design within ten years, they may be asked to pay the Federal funds back.
- There is no limitation on the programming of additional design funds (design funds needed after the initial design obligation) as long as the above rules are met.
- Sponsors only need to submit a Phase Shift Application when an exception is being requested. Otherwise, the sponsor simply needs to notify KIPDA staff about the particular phase shift and then submit a change to the Project Application found in [Transportation Planning Portal](#).
- Once the sponsor obligates the next phase (i.e. right of way or utilities) of the project after design, then the remaining phase(s) can be shifted an unlimited number of times as long as the fiscal year that the phase is being shifted to is still within the current TIP years.
- If a sponsor shifts a phase out of the current TIP it will have to re-compete for MPO dedicated funds through the next Call for Projects.

SHIFT =	Allowable Number of Shifts (of any remaining phases)	
	After Initial Design Obligation and Before Next Phase is Obligated	After Obligation of Any Phase Beyond Design (R, U, or C)
Any number of years	2 shifts + 1 exception	unlimited

## TRACKING

KIPDA staff maintains a project tracking sheet for all projects awarded [MPO dedicated program funds](#). The tracking sheet reflects how much federal funding each phase of a project has programmed in the current TIP. It also indicates how much federal funding has been obligated towards a particular phase of a project. In addition to tracking the progress of projects, the sheet also indicates how much funding KIPDA anticipates receiving in future fiscal years. Sponsors can also find information about whether there will be funding available for cost increases. This is a living, working document that is constantly updated. It can be found on KIPDA's [Transportation Improvement Program](#) webpage under the MPO Dedicated Funding Programs section.

## REPORTING

Each project sponsor with an MPO dedicated project must submit progress reports. These reports request the month and year in which the sponsor anticipates obligating funds for a particular phase of a project. When funds have been obligated the sponsor should indicate as much in the progress report.

In Indiana project sponsors are required to submit progress reports quarterly, whereas Kentucky sponsors will only

## PROJECT REVIEW MEETING

KIPDA staff will host project review meetings to discuss in greater detail the progress that sponsors have made on each active MPO dedicated project. During the meeting sponsors will make note of any significant project delays, upcoming funding obligations and projects that are now open to the public.

In Indiana project sponsors are required to meet quarterly, whereas Kentucky sponsors will meet semi-annually. KIPDA staff will coordinate these meetings.

## PROGRAM REVIEW

Sponsors that have recurring/ongoing programs funded with MPO dedicated funds will be asked by KIPDA staff to provide a written progress summary and/or formal presentation to the TTCC and/or TPC on an annual basis. The funding for programs is typically obligated at the beginning of the fiscal year so no progress reports are required.



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Area Development District  
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## **Agenda Item #8**

### **MEMORANDUM**

TO: Transportation Technical Coordinating Committee

FROM: Joseph Garcia and Randy Simon

DATE: September 14, 2022

SUBJECT: Congestion Analysis

In the next update of the Metropolitan Transportation Plan, projects will be evaluated on a number of factors including their relationship to roadway congestion. One metric that will be utilized in this congestion analysis is Travel Time Index (TTI). KIPDA staff have developed a method of using data acquired from Streetlight to calculate and display the TTI on the region's interstate and arterial road network that will be incorporated into the scoring process for roadway projects. KIPDA staff will provide an overview of TTI and the data sets created. Please see attached maps at the end of this packet.

In addition, KIPDA staff have also been analyzing the congestion on roadways designated as collectors. The analysis is based on a comparison of the Streetlight traffic volumes of those roadway segments to the capacities for various levels of service for the segments. The results of the analysis will be presented at the committee meeting.

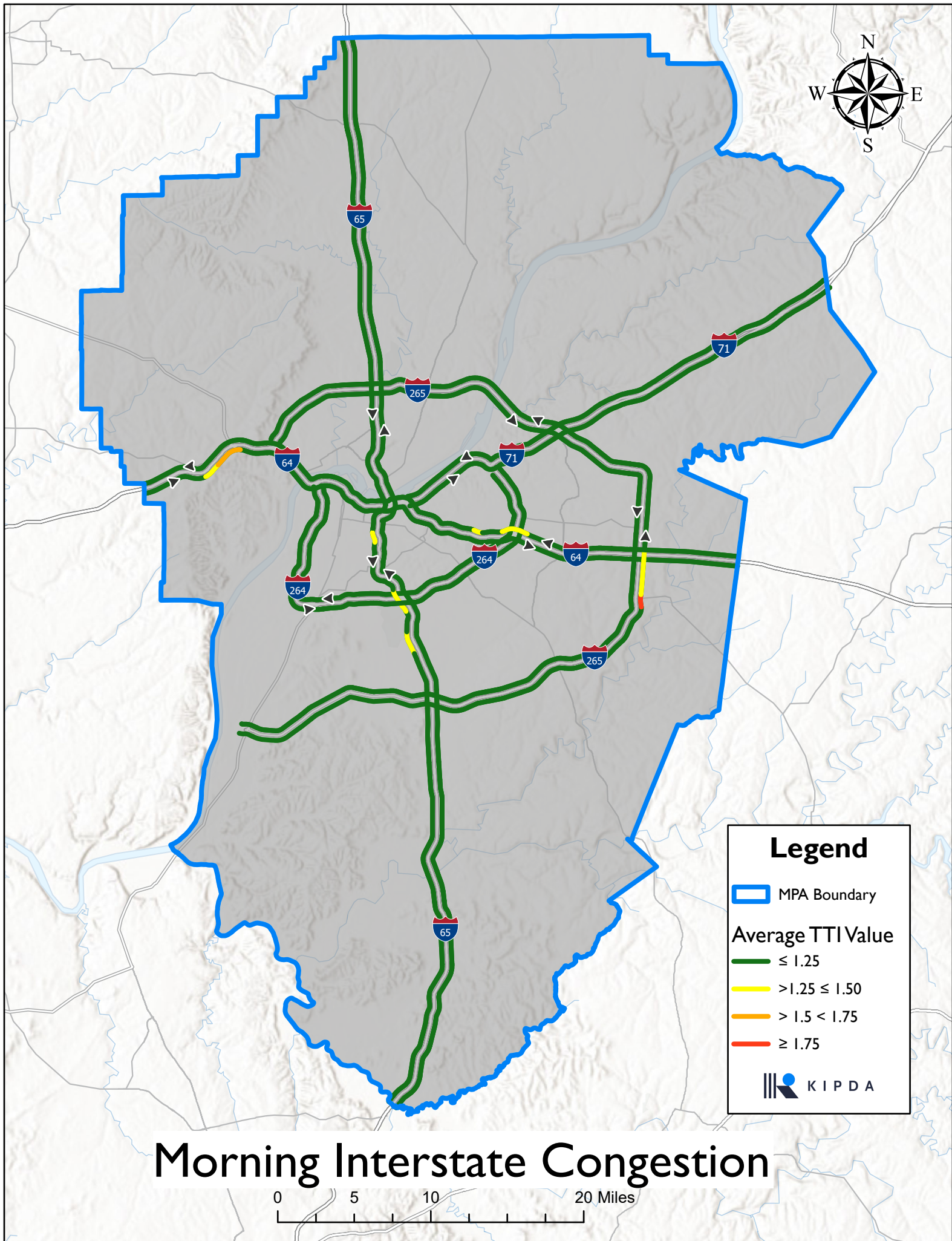
**Action is requested.**

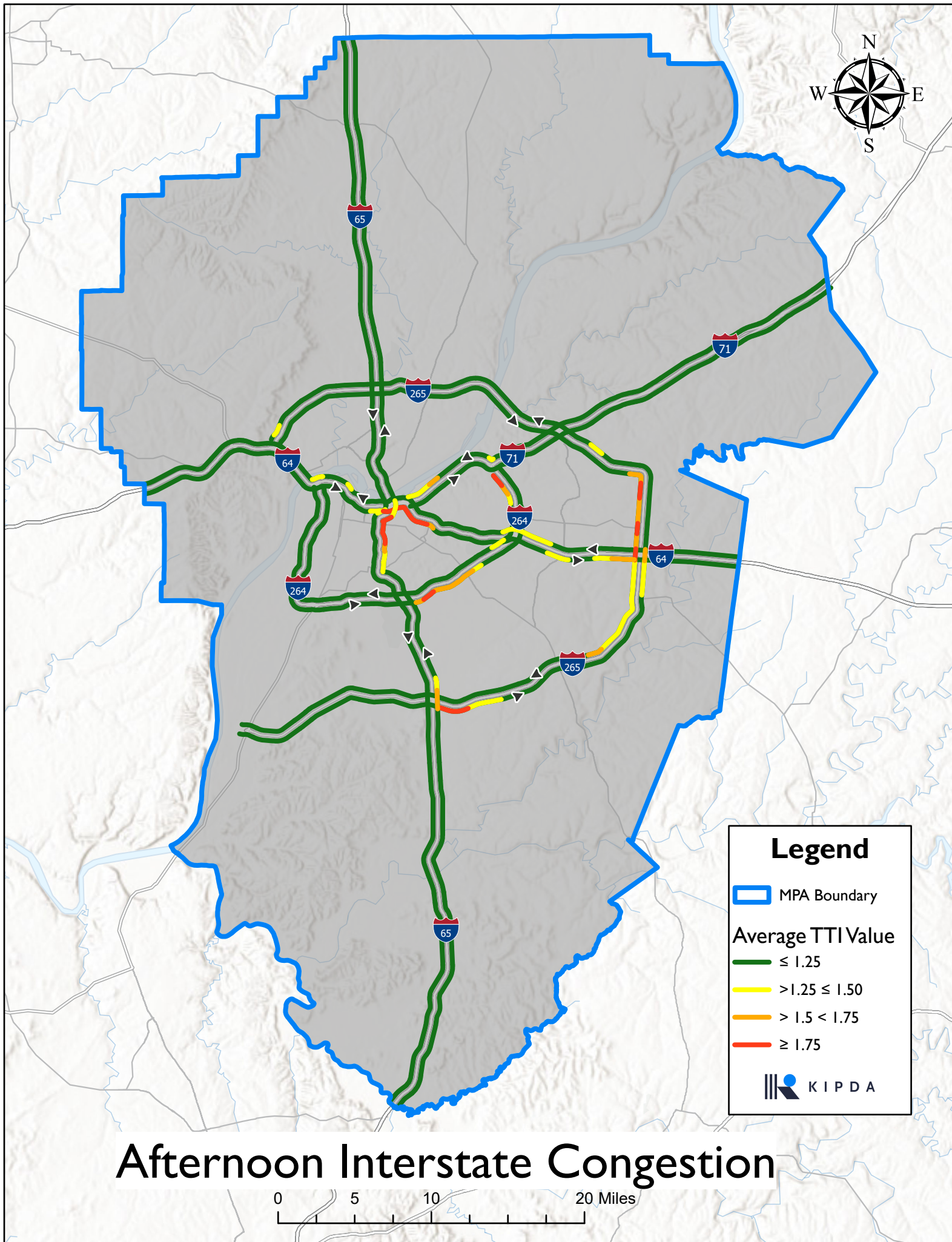
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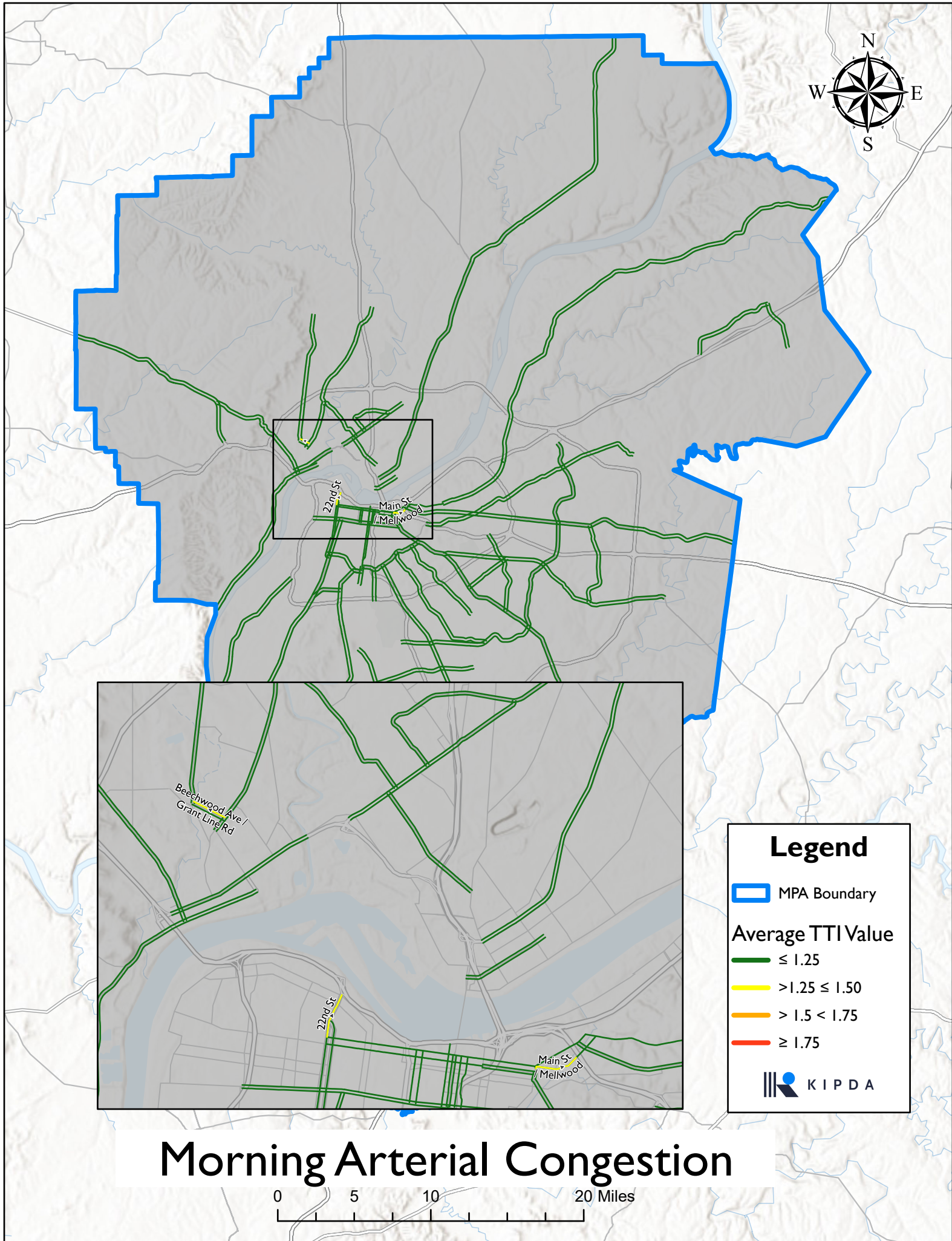




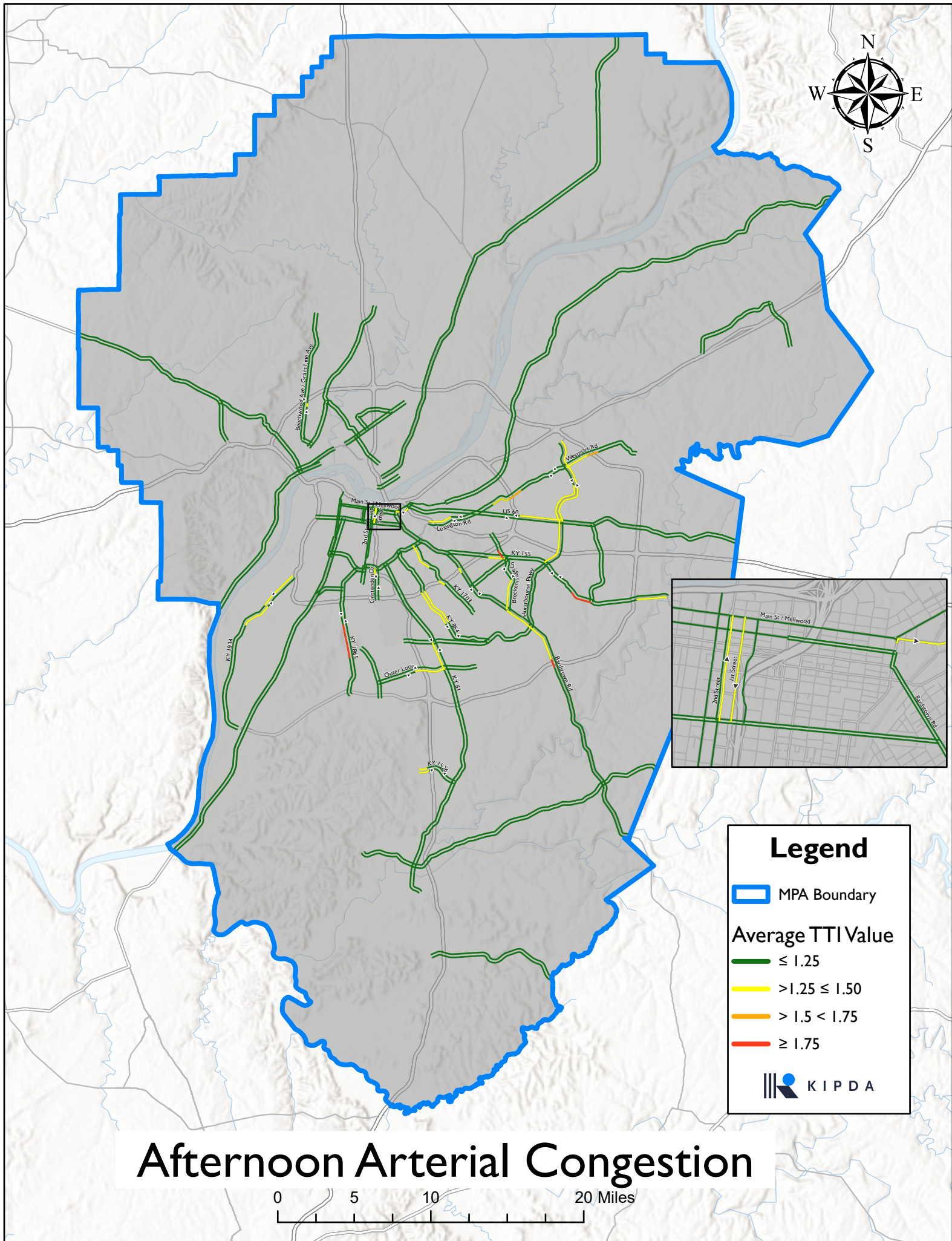




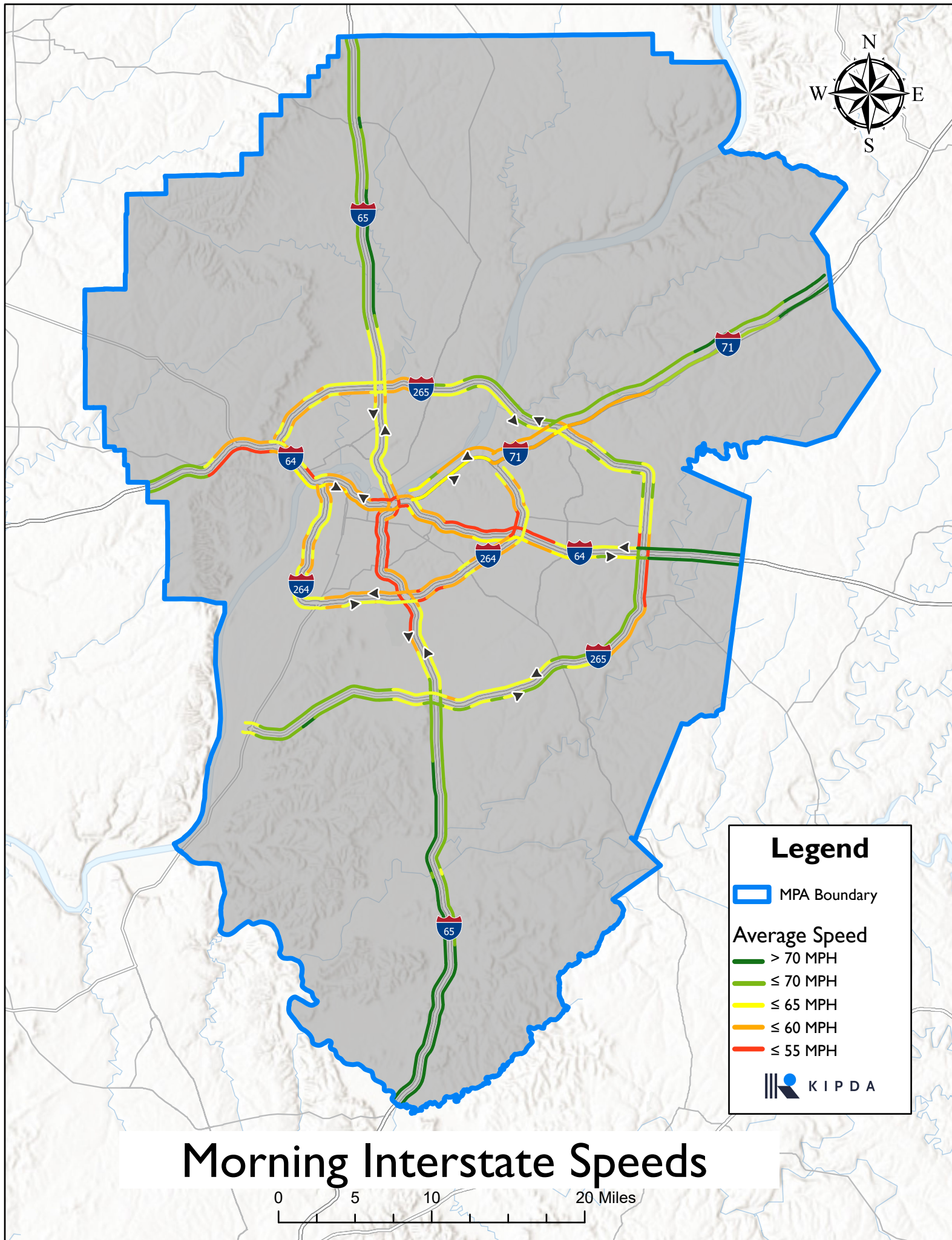


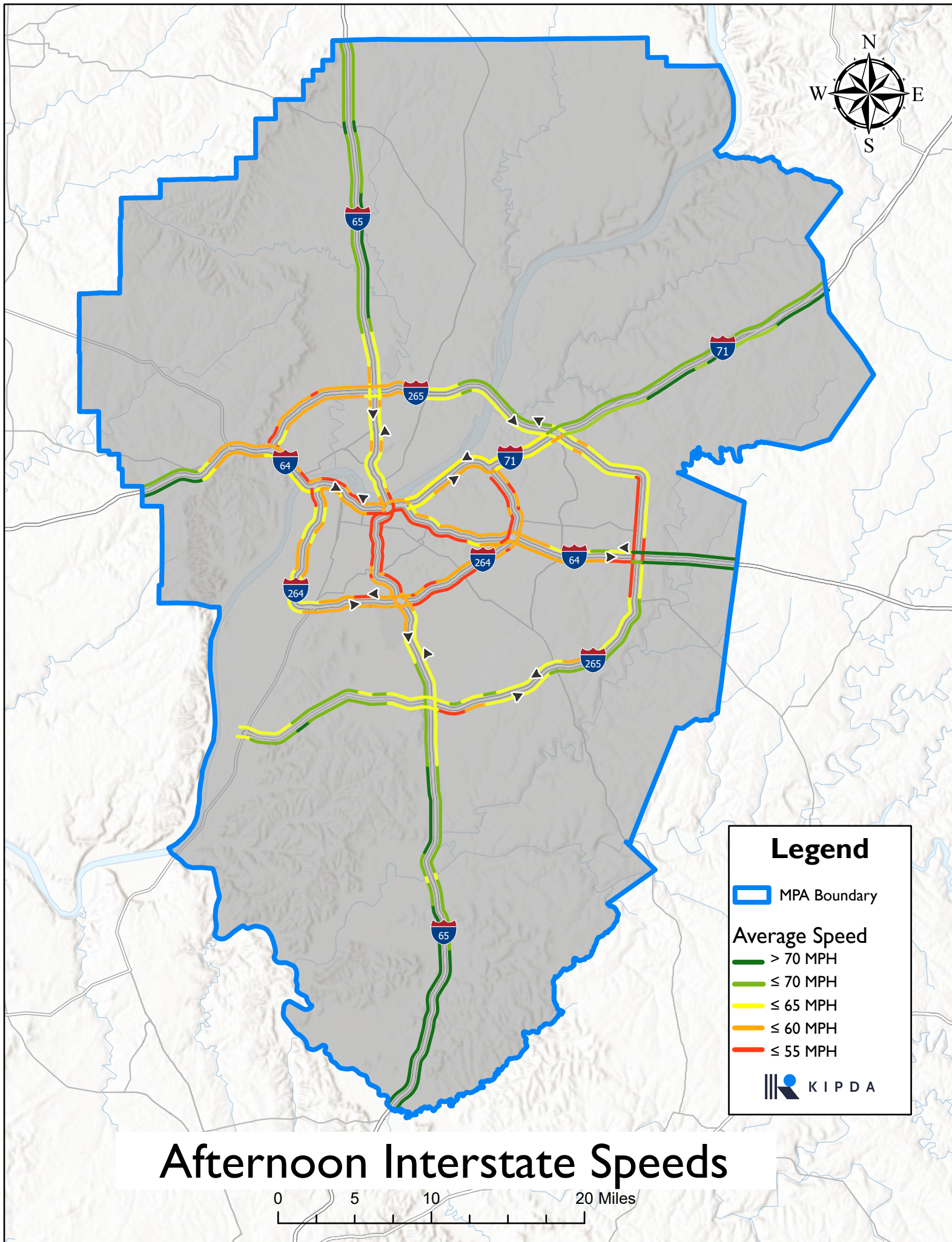




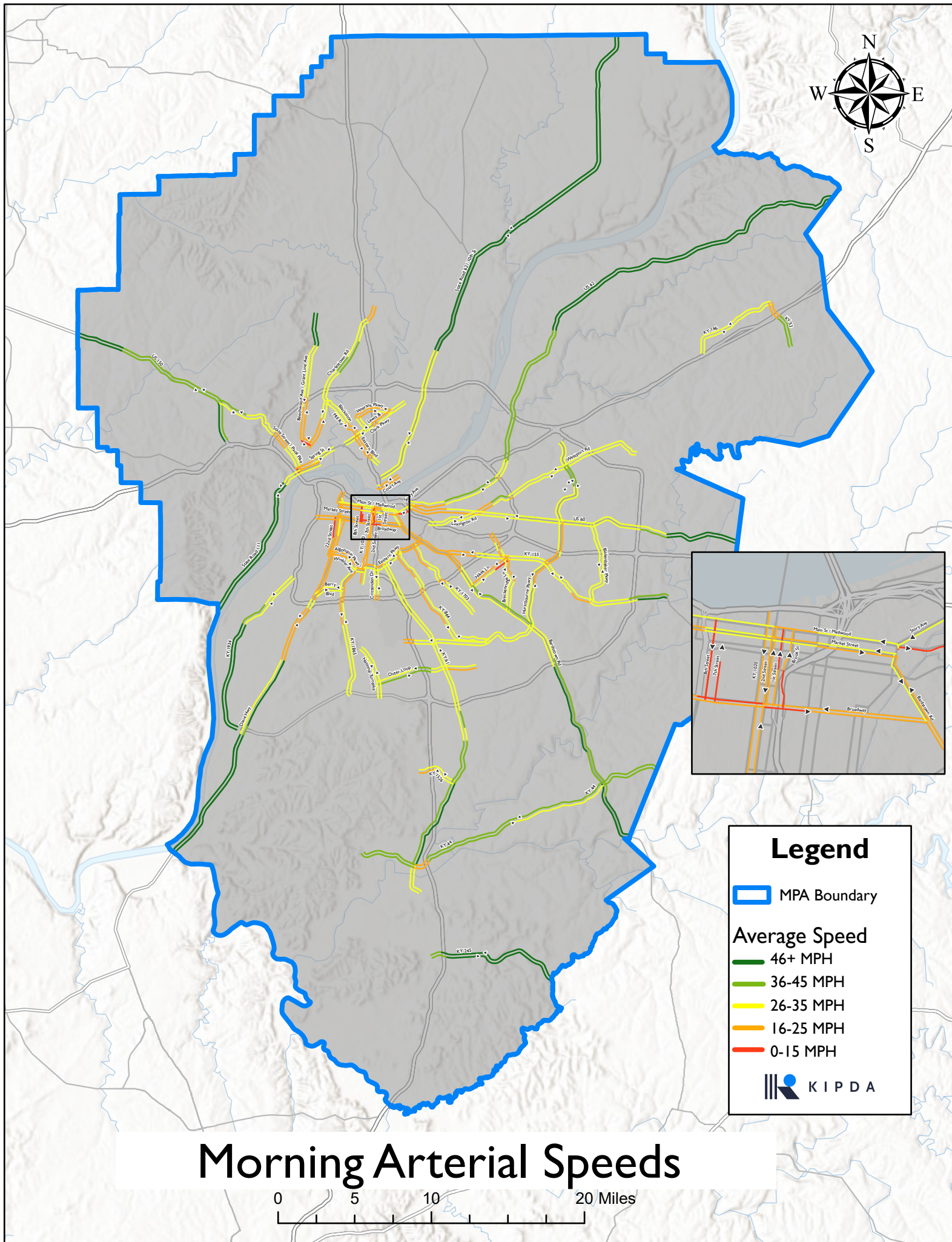




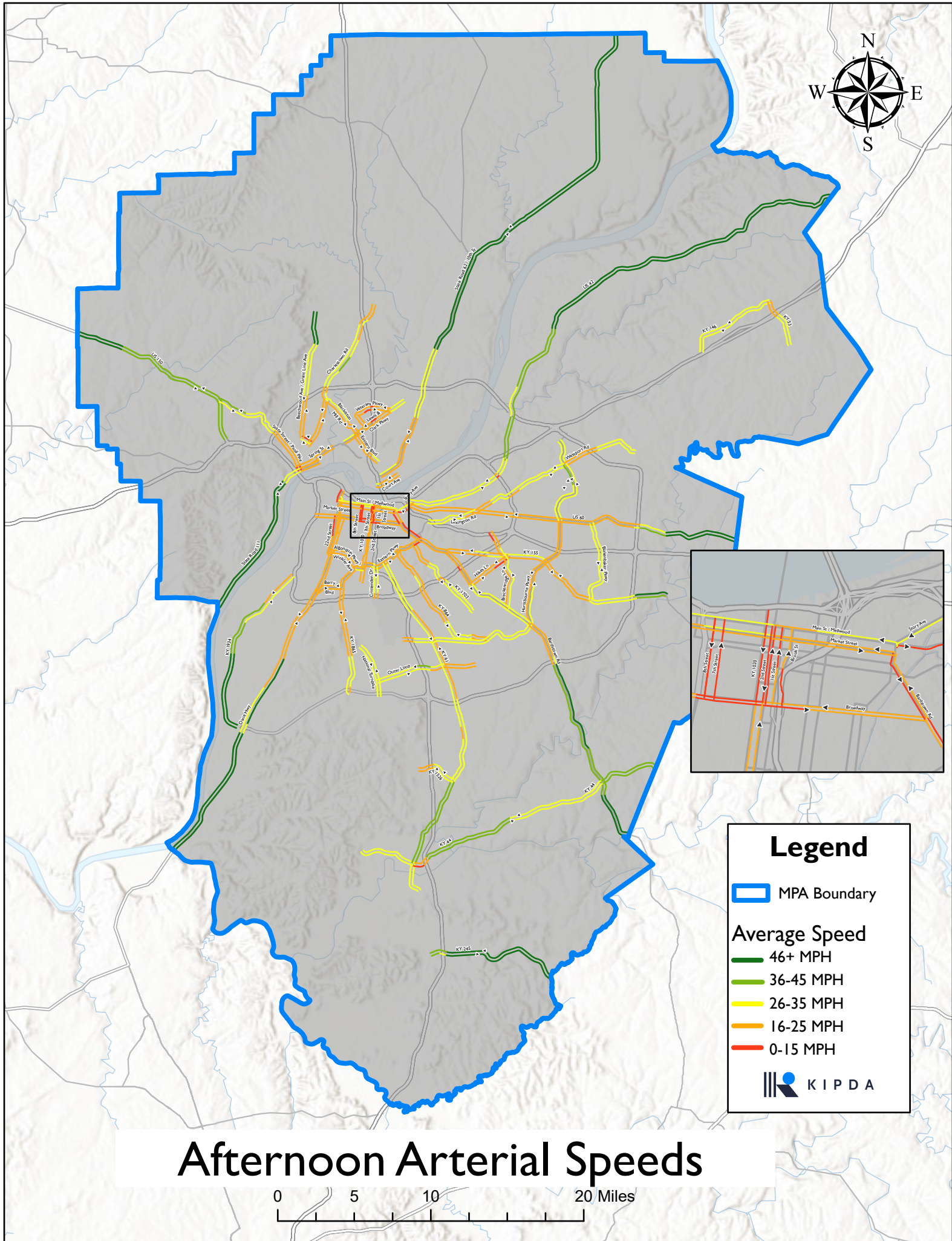














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## Agenda Item #9

### MEMORANDUM

TO: Transportation Policy Committee

FROM: Valerie Mohr

DATE: September 15, 2022

SUBJECT: KIPDA Freight Network Update

The anticipated update to the KIPDA long-range transportation plan includes a revised freight network for the MPO region. The KIPDA Freight Network is an internal designation for planning purposes and does not carry any funding implications for projects. While freight traffic travels on many roadways in the region, the Freight Network provides direction for project developers in order to give special consideration to freight on the designated routes with a concentrated level of freight traffic.

The network update includes roadway additions and reductions based on the most recent Highway Performance Monitoring System (HPMS) freight traffic counts, locations of freight and retail clusters, and needed connectivity between clusters and National Highway Freight Network corridors.

The process of identifying roadways for freight network inclusion was modified from the process used in the previous MTP update in 2018, which was developed through FAF4 (Freight Analysis Framework) data. The newest release of FAF data (FAF5) did not include the Average Annual Daily Truck Traffic (AADTT) counts due to model network changes from FHWA. This resulted in a decision to access truck counts based on HPMS data provided at the state level. HPMS counts are based on observed counts, which also allowed a more detailed traffic count database for year-over-year comparisons.

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The Freight Network criteria is divided into two tiers, one defined by set thresholds and the other defined by connectivity needs in building the network.

- Tier 1 contains the National Highway Freight Network (NHFN) and its subsystems as well as roadways with significant average annual daily truck traffic (AADTT) counts.
  - Tier 1 will no longer automatically include roadways included in the Kentucky Highway Freight Network (KHFN) within 1 mile of high-density freight clusters, as they were included in the previous Freight Network update in 2018.
  - The roadways that fell into this criterion stated above in 2018 will be grandfathered into the 2022 Freight Network update as Tier 2 roadways. The reason for this decision was to prevent the overabundance of roads that do not directly feed into freight clusters or existing connectors.

2022 Tier 1 additions include:

Road	From	To	AADT	AADTT	Truck %
Poplar Level Rd (KY 864)	Watterson Expressway (I-264)	Fern Valley Rd (KY 1747)	13,110	1,389	10.6%
National Turnpike	Southside Dr	I-265 Gene Snyder	14,351	2,318	16%
Grade Ln Extension	Previous Network	Outer Loop (KY 1065)	12,681	2,173	17%
Clermont Rd	Preston Hwy (KY 61)	Jim Beam Way	10,658	1,605	15%

2022 Tier 1 removals include:

Road	From	To	Reason
W Muhammad Ali Blvd	S 9 <sup>th</sup> St	S 7 <sup>th</sup> St	Unnecessary presence based on lack of direct access to freight centers and proximity to low-income housing
W Chestnut St	S 9 <sup>th</sup> St	S 7 <sup>th</sup> St	
S 8 <sup>th</sup> St	Magazine St	W Muhammad Ali Blvd	
S 7 <sup>th</sup> St	W Chestnut St	W Muhammad Ali Blvd	
Magazine St	S 9 <sup>th</sup> St	S 8 <sup>th</sup> St	
W Muhammad Ali Blvd	S 9 <sup>th</sup> St	S 7 <sup>th</sup> St	

- Tier 2 contains roads providing access to high-density freight clusters, high density regional shopping clusters, and highways.





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2022 Tier 2 additions include:

Road	From	To	AADT	AADTT	Truck %
River Ridge Pkwy	SR 62	International Dr	N/A	N/A	N/A
International Dr	Loop Rd	I-265	N/A	N/A	N/A
Bluegrass Pkwy	S Hurstbourne Pkwy	Blankenbaker Pkwy	8,152	N/A	N/A
Plantside Dr	Bluegrass Pkwy	Rehl Rd	N/A	N/A	N/A
Electron Dr	Watterson Trail	Blankenbaker Pkwy	N/A	N/A	N/A
Omega Pkwy	Ohm Dr	Cedar Grove Rd	N/A	N/A	N/A
Ohm Dr	I-65	Omega Pkwy	N/A	N/A	N/A

A map of the proposed freight network update and descriptions of network tier categorizations can be accessed [here](#).

**Action is requested for TPC approval of the KIPDA Freight Network update.**



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## **Agenda Item #10**

### **MEMORANDUM**

TO: Transportation Policy Committee

FROM: Zach Herzog

DATE: September 7, 2022

SUBJECT: Crash Analysis

Planning safer roads in the region is one of KIPDA's top priorities for the next long range plan update. We have utilized a new analytical tool created by ESRI and the FHWA to calculate crash rate data for road segments and intersections in our region. Planning safer roads in the region is one of KIPDA's top priorities for the next long range plan update. KIPDA staff will provide an explanation to members on the methodology used to create the crash rate for both MPO road segments and intersections. The crash rate data layers will be shared online as a resource for planning partners as well as be used in the safety criteria for project evaluation in the current project development.

**Action is requested for TPC approval of the KIPDA Crash Analysis Methodology.**



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## Agenda Item #11

### MEMORANDUM

TO: Transportation Technical Coordinating Committee

FROM: Alex Posorske

DATE: September 15, 2022

SUBJECT: Safe Streets for All federal grant opportunity

Safe Streets for All (SS4A) is a new competitive grant program established by the Bipartisan Infrastructure Law (BIL) – the recently passed federal infrastructure bill. SS4A grants are intended to improve roadway safety and support efforts to significantly reduce or eliminate transportation-related fatalities and serious injuries involving all roadway users – drivers; pedestrians; bicyclists; public transportation, personal conveyance, and micromobility users; and commercial vehicle operators

**KIPDA submitted an application asking for \$600,000 in federal funding for a SS4A action plan on September 15, 2022.** That \$600,000 would be matched by \$150,000 in local contributions from participating jurisdictions. Action plan grants are intended to support a locality or region's efforts to develop, complete, or supplement a comprehensive safety action plan that establishes a well-defined strategy to prevent roadway fatalities and serious injuries.

ff recommends consideration of a region-wide action plan grant application for the following reasons:

Next steps for grant process:

- September/October: Organizational meeting for participating jurisdictions with designated representatives
- January 2023: Award notification
- May 2023 (if application is successful): Start planning process

For more information email KIPDA Transportation Planner Alex Posorske at [alex.posorske@kipda.org](mailto:alex.posorske@kipda.org).

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## Agenda Item #12

### MEMORANDUM

TO: Transportation Policy Committee

FROM: Nick Vail

DATE: September 15, 2022

SUBJECT: Administrative Modification 35 to the FY 2020-2025 Transportation Improvement Program (TIP)

KIPDA has been informed of administrative modifications to be made to the FY 2020-2025 Transportation Improvement Program (TIP). Administrative modifications are changes that are considered relatively minor, and no action is required of the MPO Policy Committee.

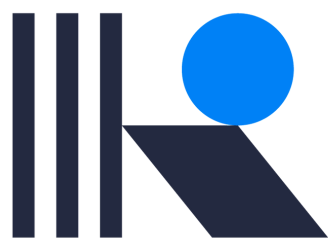
Qualifying criteria for administrative modifications include the following actions:

- Correcting minor data entry errors.
- Splitting or combining projects without modifying the original project intent.
- Changing or clarifying elements of a project description (with no change in funding). This change would not alter the original project intent.
- Moving a project from one funding category to another.
- Shifting the schedule of a project or phase within the years covered by the STIP/TIP (with no impact to fiscal constraint).
- Adding Planning, Design, ROW or Utilities phases to a construction project that is already included in the STIP.
- Updating project cost estimates (within the original project scope and intent) that do not impact fiscal constraint.
- Adding projects that are considered “grouped projects” that do not require public review, redemonstration of fiscal constraint, or a conformity determination.

The changes to the FY 2020-2025 TIP are being presented to you for your information only. These changes do not affect the fiscal constraint of the Transportation Improvement Program, nor will they affect the progress of other projects in the program.







**K I P D A**

Kentuckiana Regional Planning  
& Development Agency

# **Administrative Modification 35**

## **Fiscal Year 2020 - 2025 Transportation Improvement Program (TIP)**

*September 22, 2022*



TIP Action:	Modify TIP Funding and Update Open to Public Date				
Project Sponsor:	Kentucky Transportation Cabinet	KIPDA ID:	1936	State ID:	05-367.20
County	Jefferson and Oldham	Parent ID:	N/A	Group ID:	N/A
Project Name:	Old Henry Road	Funding Source:	Surface Transportation Block Grant (STBG) - State	Open to Public Date:	2025 2024
Total Estimated Project Cost:	\$25,044,000 \$22,944,000		Total Cost Programmed in TIP to date:	\$25,044,000 \$22,944,000	
Description:	Extension of Old Henry Road east to Ash Avenue (KY 362) (12CCR). CHAF IP20160276.				
Justification:	The purpose of this project is to provide improved access to the I-265/Old Henry Road (KY 3084) interchange for vehicles traveling from Oldham County, Shelby County, and far eastern Jefferson County.This project is needed because vehicles are using a residential street, Village Green Boulevard, to access Old Henry Road and the interchange. Roadway deficiencies include 10' lanes, 1' shoulders, and substandard geometrics.				
FY 20-25 TIP Funding:	<del>FY 2021 Construction phase with STBG-ST funds: \$9,600,000 (Federal) + \$2,400,000 (Other) = \$12,000,000 (Total)</del>  FY 2023 Construction phase with STBG-ST funds: \$5,360,000 (Federal) + \$1,340,000 (Other) = \$6,700,000 (Total) <del>\$4,800,000 (Federal) + \$1,200,000 (Other) = \$6,000,000 (Total)</del>  *FY 2024 Construction phase with STBG-ST funds: \$5,360,000 (Federal) + \$1,340,000 (Other) = \$6,700,000 (Total)  *FY 2025 Construction phase with STBG-ST funds: \$5,360,000 (Federal) + \$1,340,000 (Other) = \$6,700,000 (Total)				
TIP Action:	Add child project of KIPDA ID 585 Qualifies as Group: Transit Improvements - Kentucky (2681)				
Project Sponsor:	La Grange	KIPDA ID:	NEW	State ID:	N/A
County	Oldham	Parent ID:	585	Group ID:	N/A
Project Name:	Miscellaneous Support Equipment	Funding Source:	Urbanized Area Formula Grants (Section 5307)	Open to Public Date:	2023
Total Estimated Project Cost:	\$38,036		Total Cost Programmed in TIP to date:	\$38,036	
Description:	Acquire miscellaneous support equipment				
Justification:	Miscellaneous support equipment is needed to support the Oldham's Public Bus system.				
FY 20-25 TIP Funding:	FY 2022 Transit Capital phase with Section 5307 funds: \$30,429 (Federal) + \$7,607 (Other) = \$38,036 (Total)				

\*This phase will only be shown in the TIP for illustrative purposes since it is outside of the first four years of the FY20-25 TIP.

TIP Action:	Add child project of KIPDA ID 585 Qualifies as Group: Transit Improvements - Kentucky (2681)				
Project Sponsor:	La Grange	KIPDA ID:	NEW	State ID:	N/A
County	Oldham	Parent ID:	585	Group ID:	N/A
Project Name:	Purchase New Bus	Funding Source:	Urbanized Area Formula Grants (Section 5307)	Open to Public Date:	2023
Total Estimated Project Cost:	\$38,036		Total Cost Programmed in TIP to date:	\$38,036	
Description:	Purchase a new 12x2 Cutaway bus to replace an old bus that is past its expected useful life				
Justification:	The purpose of this project is to provide public transportation service. The new bus will be used in the Oldham's Public Bus system.				
FY 20-25 TIP Funding:	FY 2022 Transit Capital phase with Section 5307 funds: \$30,429 (Federal) + \$7,607 (Other) = \$38,036 (Total)				

\*This phase will only be shown in the TIP for illustrative purposes since it is outside of the first four years of the FY20-25 TIP.



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Area Development District  
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## **Agenda Item #13**

### **MEMORANDUM**

TO: Transportation Policy Committee

FROM: Nick Vail

DATE: September 7, 2022

SUBJECT: Update on MPO Dedicated Call for Projects and Project Development for the new MTP and TIP

Staff will provide an update on the MPO dedicated call for projects and project development for the new Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

