

Local Public Agency Stakeholder Partnering Team Meeting Agenda

Date: November 5, 2020

Time: 10:00 am – 12:00 pm

Location: Teams Meeting

Attendees:

Teams Video Call

Tracie Leix, MDOT

Kelly Crannell, MDOT

Eric Mullen, MDOT

Bruce Kadzban, MDOT

Larry Doyle, MDOT

Kris Sullivan, MDOT

Mike DeBoer, MDOT

Theodore Burch, FHWA

Kurt Zachary, FHWA

Steve Puuri, County Road Association

Andrew Kilpatrick, City of Lansing

Sheryl Siddall, Washtenaw County

Bill Hazelton, St. Clair County

Agenda:

1. Welcome and Introductions*
2. Action Items
 - a) Kris to set up 2021 bimonthly meetings dates. - Complete
 - b) Sit down with County Road Association (CRA) and see what links might be helpful for locals to navigate the Michigan Department of Transportation (MDOT) website update. Set up a meeting.
 - c) Report Federal Funding – Cases Study of Other States- Deferred (Lance)
 - d) Local Agency Survey – Tracie has drafted the email and the survey is created. Local Agency Program (LAP) will be sending out a listserv today with the survey. It is 22 questions long and should not take more than 15 minutes to complete. LAP plans to leave the survey open for a month. Tracie to send survey to Steve Puuri and John LaMacchia to distribute to local agencies. [LAP Survey 2020](#)
3. LAP Statewide Virtual Workshop (replaces individual LAP Region Workshops for 2021)
 - a) In the past the workshop was put on by central office and traveled to each of the regions. This year MDOT will be setting up one day to do a statewide virtual workshop.

Local Public Agency Stakeholder Partnering Team Meeting Agenda

- b) CRA to check on dates to see which will be best. Possible dates: 2/18/21, 2/22/21, or 3/24/21.
- 4. MDOT 2020 Spec Book
 - a) Jason Gutting is collecting information on needed changes or fixes before the printed version comes out.
- 5. MDOT Training Update
 - a) Kelly spoke with training coordinator, Lori Grundy, and she has added Steve P. and John L. to the training updates' list. They should now be getting notifications.
- 6. MDOT Talking Transportation Podcasts
 - a) MDOT has been doing weekly to biweekly transportation related podcasts. They are available through apple podcasts and other podcast platforms.

[MDOT - Talking Michigan Transportation](#)
- 7. Federal Highway Administration (FHWA) Reviews
 - a) CAP Review – This report has been issued to MDOT. MDOT has responded and FHWA is reviewing the MDOT response. FY 21 Review to start December 2020.
 - b) 5323/NEPA Process Review – Review has been completed. Ruth and Kurt have discussed findings with management and are processing a report and hope to have a final report to MDOT in December.
 - c) Bridge Design Review – Had a meeting with management this week to discuss findings. Still finalizing the report.
- 8. State Historic Preservation Offices (SHPO) Updates
 - a) Delegation Authority – On 11/4/20 a listserv went out explaining new guidelines. Anytime a local agency will need to go through SHPO they will need the following: an FHWA Delegate Authority letter dated October 16, 2020, and proof of federal funding. Please review the advisory [here](#).
 - b) Exemptions List – Received suggestions to update the exemption list. Waiting to discuss changes between MDOT and CRA. MML has been invited to participate.
 - c) Programmatic Agreement – MDOT has a programmatic agreement with SHPO for trunkline projects that expires next year, July 2021. A kickoff meeting will happen next week to create a new programmatic agreement.

Local Public Agency Stakeholder Partnering Team Meeting Agenda

9. ProjectWise (PW) – Status of Server Changes

- a) PW is experiencing server issues and the issue is being worked on. An email will go out once all updates have been made.

10. Local Federal Fund Exchange - Clarification on using STP rural funds that is made up of flex funds

- a) CRA has received its first county that has opted to use flex funds in the federal fund exchange. CRA tracks all local federal fund exchanges as well as flex funds. CRA has posted a chart on their website that tracks which agencies have requested use of flex funds.
- b) Note: Flex funds need to be capped when Planning goes to obligate.

11. MERL Steering Committee

- a) Committee took place to look at the proposal put together by LTAP and MERL. They are working on a 2-year strategy of how to get the program to where they would like to see it. Going back to CRA and MML management for how to approach MDOT moving MERL forward.

Partner Updates

12. MDOT – Kelly Crannell

- a) Local Program Peer Exchange (LPPE) had a webinar on an asphalt technology trailer that goes throughout the country. Will forward info to Steve P. for informational purposes to share with membership

[FHWA Mobile Asphalt Technology Center \(MATC\)](#)

13. MDOT – Eric Mullen

- a) STIP – October end has complied with federal corrective actions to have total federal costs in the STIP. As you review your project, if you have better information, please tell your MPO. They can add supplemental information into your project. This added information will not impact adjustments/amendments. A listserv has gone out on this.

14. MDOT – Bruce Kadzban

- a) Working on the ER program. There will be a kickoff meeting soon for reimbursements for flooding.

Local Public Agency Stakeholder Partnering Team Meeting Agenda

15. MDOT – Tracie Leix

- a) A listserv went out this week for Safety Projects. Safety Projects have been posted to the website as well.
- b) Michigan is subject to special guidelines since we did not meet our safety project's quota last year. MDOT is required to obligate total amount of HSIP funds this year.

16. FHWA – Ted Burch and Kurt Zachary

- a) Dominic Drdla's last day is today; his area will be assigned to Tom Fisher (Bay region) and Kurt Zachary (Superior region) in this interim. Currently have three vacancies in the division.
- b) Received a continuing resolution for appropriation through 12/11/20. This also extended the fast act through FY21. There is a funding shortfall, so they are on a hiring slow down.
- c) Upcoming Virtual Summit to span 3 days, 12/8-12/10. Hoping that this virtual format will allow more people to participate. Will still need to preregister. Local innovations will be showcased, and we are looking for some local agency innovations. Please email Ted Burch for more information.

Action Items for next meeting:

- 1. Sit down with CRA and see what links might be helpful for locals to navigate the MDOT website update. – Kris to help set up a meeting. Sherryl, Steve, Lance, Bill, Denise, Andrew, Tracie, Kelly.

Next Meeting:

January 21, 2021 1:00 p.m. – 3:00 p.m. Teams & Horatio Earle Learning Center – Lake Erie