CITIZENS ADVISORY COMMITTEE

November 19, 2014, 6:30 – 8:00 pm
McCloskey Room (#135)

Suggested Time:

~6:30pm

I. Call to Order and Introductions

II. Approval of Minutes:
   a. October 22, 2014

III. Communications from the Chair and Vice-Chair

IV. Reports from Officers and/or Committees
   a. Project Updates
   b. MTP Task Force

V. Reports from MPO Staff
   a. Quarterly Tracking Report
   b. 2015 Meeting Schedule
   c. MPO Open House - Friday, December 12
   d. MPO Conference Summary

~7:00pm

VI. Old Business

VII. New Business
   a. Transportation Alternatives Program Committee Appointments
   b. Transportation Improvement Program Amendments*
      - Concrete Pavement Restoration DES# 1401351
      - Concrete Pavement Restoration DES# 1401344

VIII. Communications from Committee Members *(non-agenda items)*
   a. Topic suggestions for future agendas

IX. Upcoming Meetings

~8:00pm

   a. Technical Advisory Committee –January 21, 2015 at 10:00 a.m. (McCloskey Room)
   b. Citizens Advisory Committee –January 21, 2015 at 6:30 p.m. (McCloskey Room)
   c. Policy Committee – January 9, 2015 at 1:30 p.m. (Council Chambers)

X. Topic Suggestions Under Consideration for Future Discussion
   Communication & Public Coordination Improvements, Bike/Pedestrian Set Aside Money

Adjournment

*(*Recommendations Requested / *Public comment prior to vote – limited to five minutes per speaker)*

Website of interest:

- http://www.streetfilms.org/

Bloomington/Monroe County Metropolitan Planning Organization
Citizens Advisory Committee

Citizens Advisory Committee Meeting Minutes
October 22, 2014 McCloskey Room 135, City Hall

Citizens Advisory Committee (CAC) Minutes are transcribed in a summarized outline manner. Audio recordings of the meeting are available in the Planning & Transportation Department for reference.

Citizens Advisory Committee: Mary Jane Hall, Larry Jacobs, David Sabbagh, John Kehrberg, Sarah Clevenger, Paul Ash, James Reed, Bill Milroy, David Walter, Chaim Julian

MPO Staff: Josh Desmond

I. **Call to Order and Introductions ---** Mr. Desmond explained that neither the Chair, Ms. Cornell, nor the Vice-Chair, Ms. Ryterband, could be present during the meeting. So, a temporary chair needed to be adopted. It was decided that Mr. Sabbagh would run the meeting.

II. **Approval of Minutes**
   a. **September 24, 2014— Moved by Ms. Hall to approve the minutes, Mr. Jacobs seconded. The minutes were approved by voice vote**

III. **Communications from the Chair --** none

IV. **Reports from Officers and/or Committees**
   a. **Project Updates -** Mr. Desmond described the I-69 update based on meetings he had attended earlier in the day. He announced that there will be an I-69 Section 5 public open house Wednesday, October 29 at the Holiday Inn on Kinser Pike 5:30p to 7:30p . He explained attendees will be able to see aesthetic plans, interchange plans, and the like.

V. **Reports from the MPO Staff**
   a. **MPO Conference –** Mr. Desmond reported that MPO staff attended the Indiana MPO Conference in Columbus, Indiana. Staff both attended and presented at the conference.

   b. **MTP Task Force -** Mr. Desmond explained that this month's MTP Task Force meeting has been cancelled in lieu of two public workshops being organized. There will be on workshop held on Wednesday, November 12 at the bus station from 7p to 8:30p and another on Thursday, November 14 at the Ellettsville Branch of the Monroe County Library at 7p to 8:30p and 13 Bus station and Ellettsville at the library. Both workshops are exactly the same, but are being held in two places to provide ample geographic coverage.

VI. **Old Business**

VII. **New Business**
   a. **Transportation Improvement Program Amendments -** Mr. Desmond reminded the committee of last meeting's presentation on the financial reorganization of the MPO and the five year spending plan. He explained that most of the TIP amendments are in response to this new way of accounting the MPO's funding. There are also a few amendments that were submitted as normal amendment requests. Some of the amendments, Mr. Desmond explained will show the split between using our prior year balance and our annual allocation. Mr. Desmond went through each amendment and explained each in further detail. He highlighted project details such as changes in funding amounts as well as funding years. **Mr. Kehrberg made a motion to approve the TIP amendment pending the correction scrivener's errors. Mr. Jacobs seconded. The amendments were approved by voice vote.**

DRAFT

VIII. Communications from Committee Members *(non-agenda items)*
- **a. Topic Suggestions for Future Agendas**

IX. Upcoming Meetings
- **a. Technical Advisory Committee – November 19, 2014 at 10:00 a.m. (McCloskey Room)**
- **b. Citizens Advisory Committee – November 19, 2014 at 6:30 p.m. (McCloskey Room)**
- **c. Policy Committee – November 7, 2014 at 1:30 p.m. (Council Chambers)**

Adjournment

**Action Requested / Public comment prior to vote (limited to five minutes per speaker*)

DRAFT

These minutes were adopted by the Citizens Advisory Committee at their meeting held on XX,XX,XXXX

Bloomington/Monroe County Metropolitan Planning Organization

First Quarter Fiscal Year 2015 Quarterly Project Tracking Report

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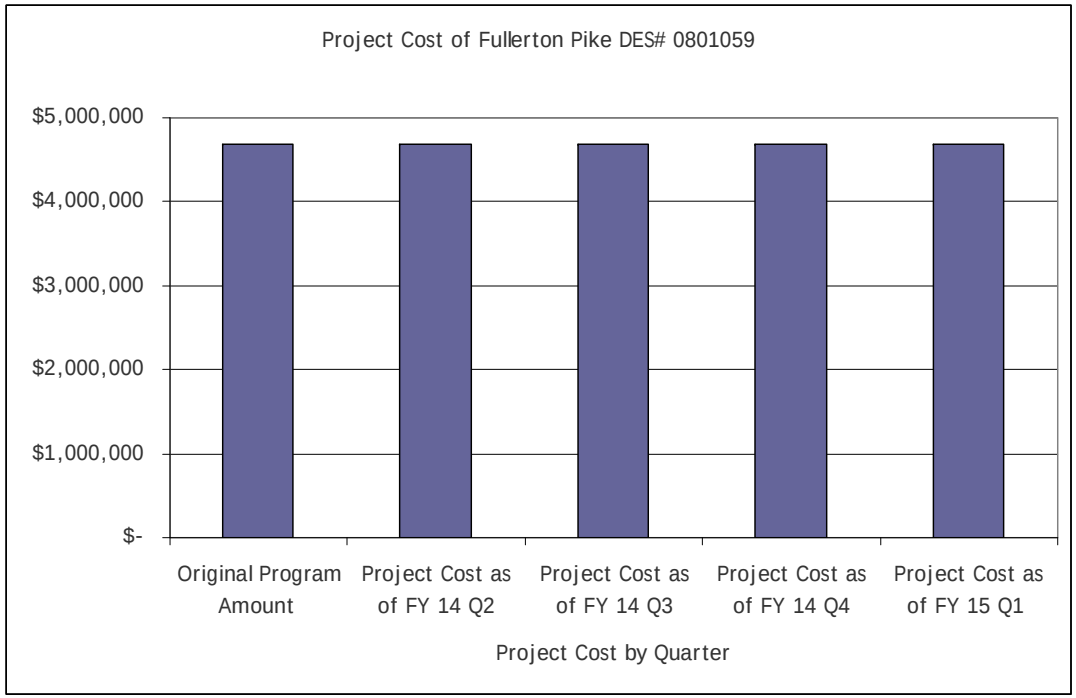
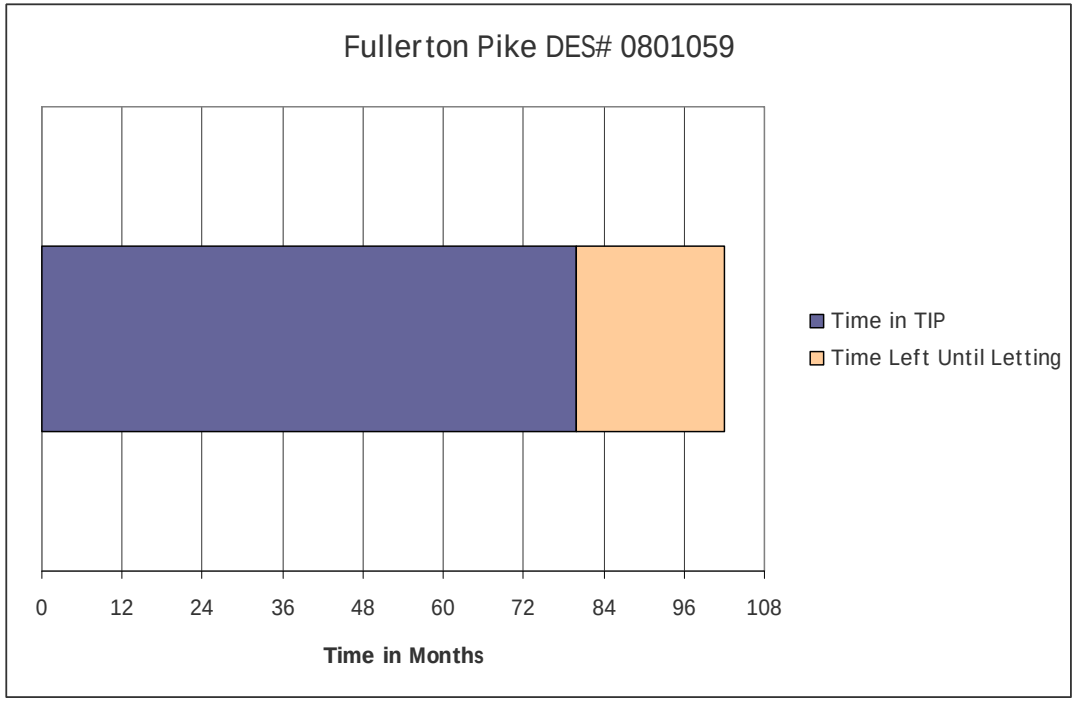
The BMCMPO Unified Planning Work Program includes project tracking as a task to be accomplished on a quarterly basis. This report includes, a brief summary of each projects' status as of the Quarterly Tracking Meeting on October 21,2014 as well as graphs illustrating each projects' timeline and budget.

Project updates are also warranted pursuant to the Complete Streets Policy adopted in January 2009. The rationale behind these updates are to keep the committees of the MPO informed of project development in the hopes that projects stay on schedule and on budget.





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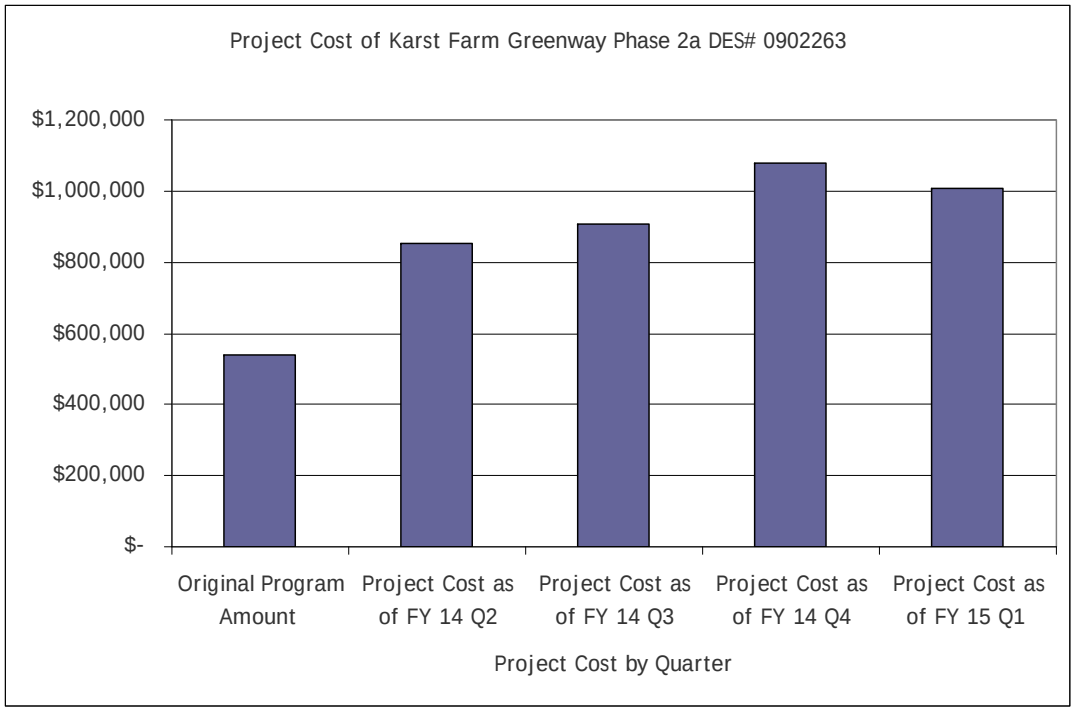
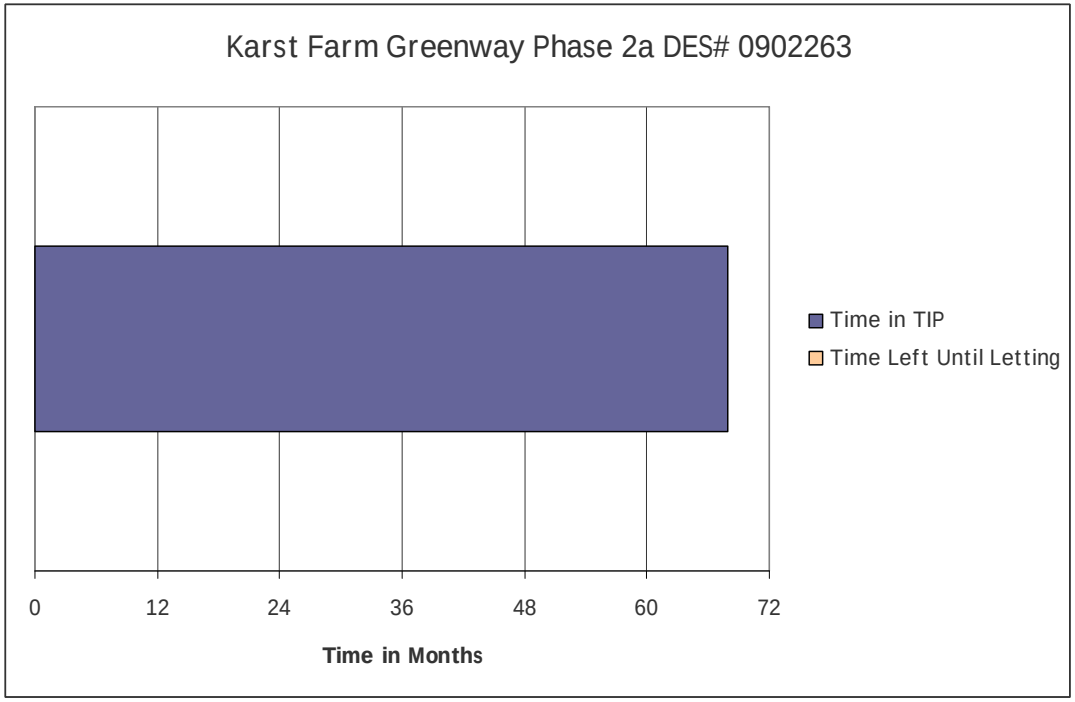
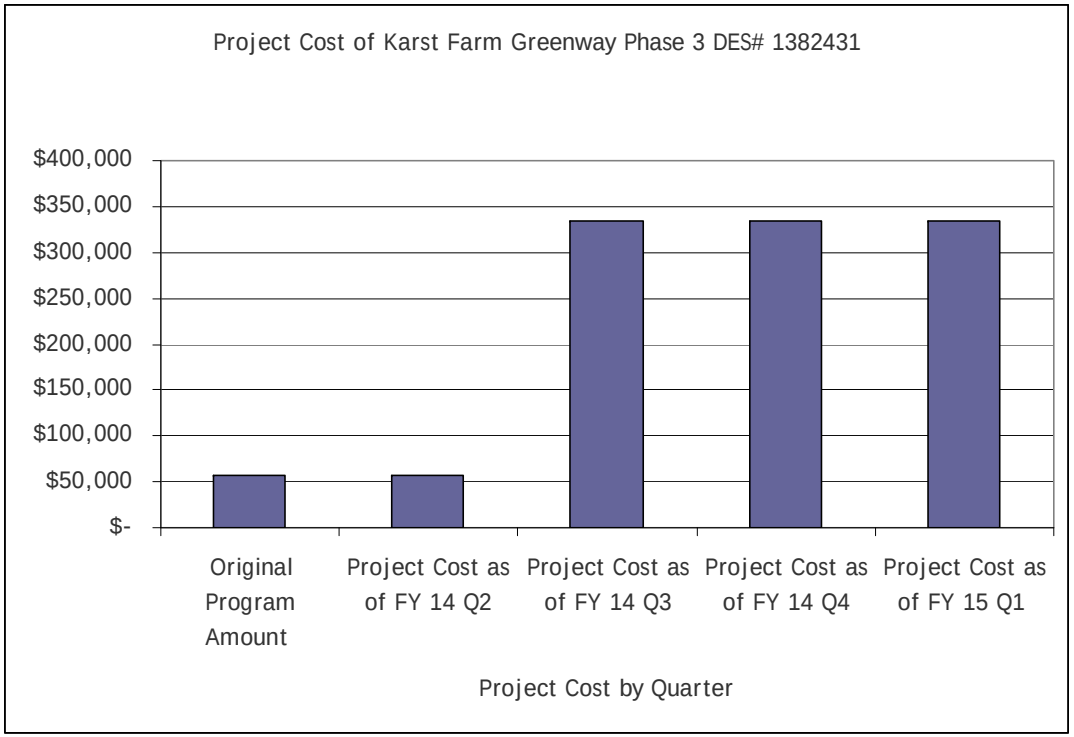
Fullerton Pike Phase 1 (DES # 0801059)
Road reconstruction and safety improvements, including bituminous pavement, curb, gutter,
sidewalk, side path, bridges and drainage appurtenances. This includes turn lanes and the
installation of a new traffic signal at the Walnut Street Pike intersection
Update: Anticipate environmental assessment to be complete January 30, 2015. Public hearing will be scheduled following environmental assessment approval.

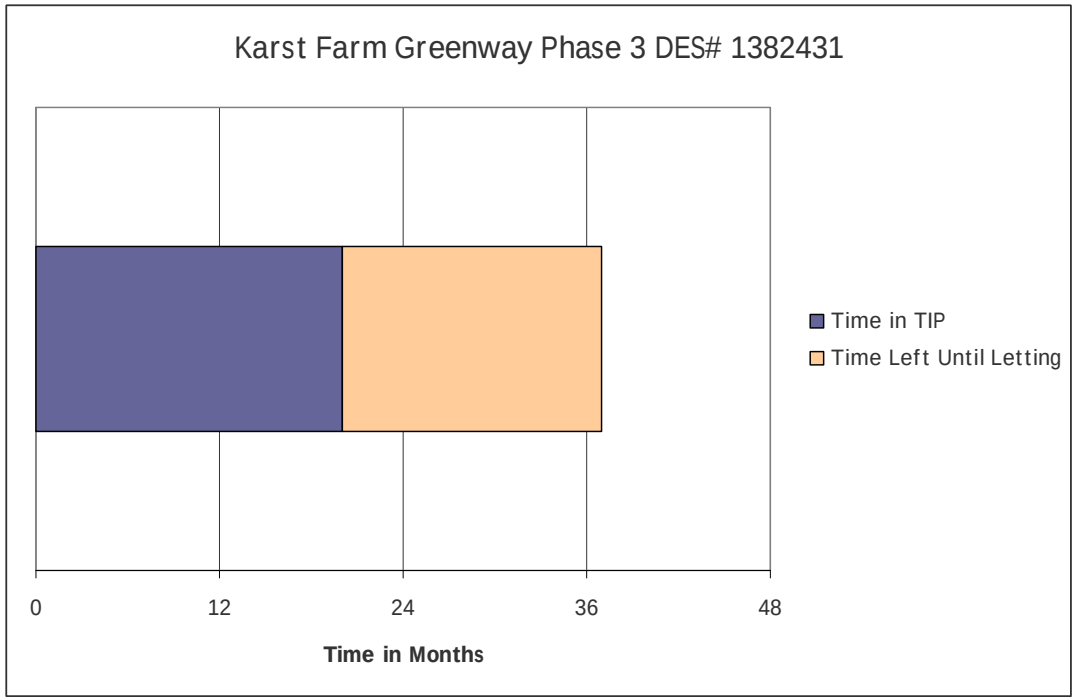


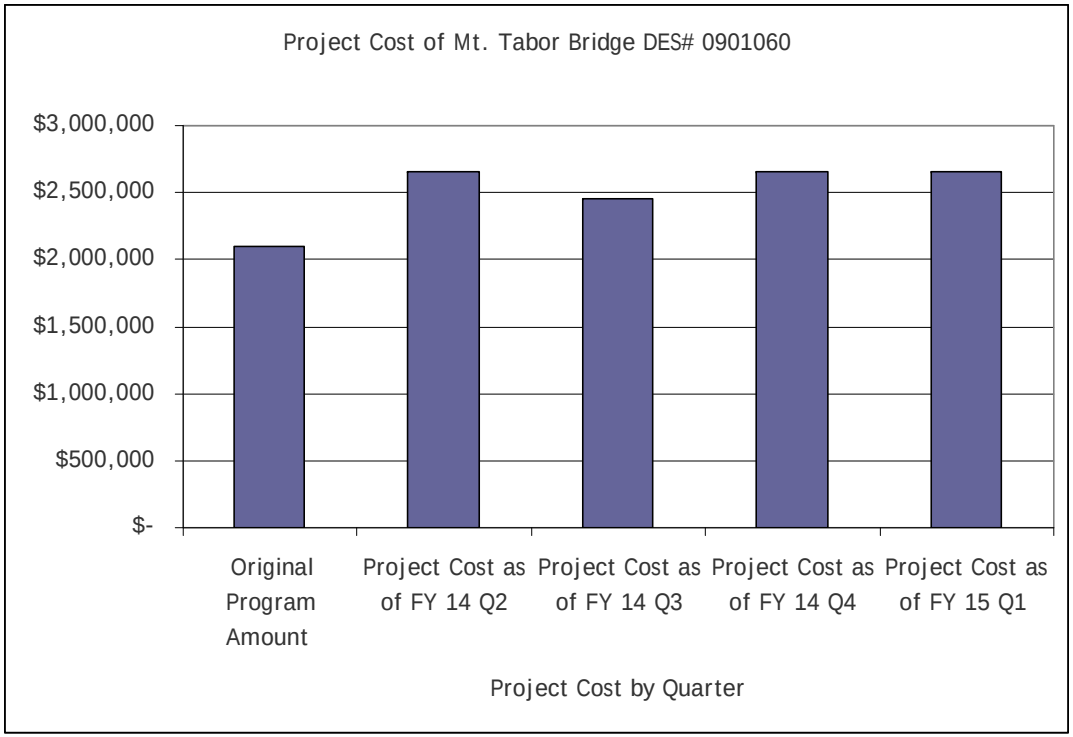


Karst Farm Trail Phase 2a (DES # 0902263)
Vernal Pike to Woodyard Road, construction of a non-motorized multi-use trail.
Update: Project let for construction in August, 2014.

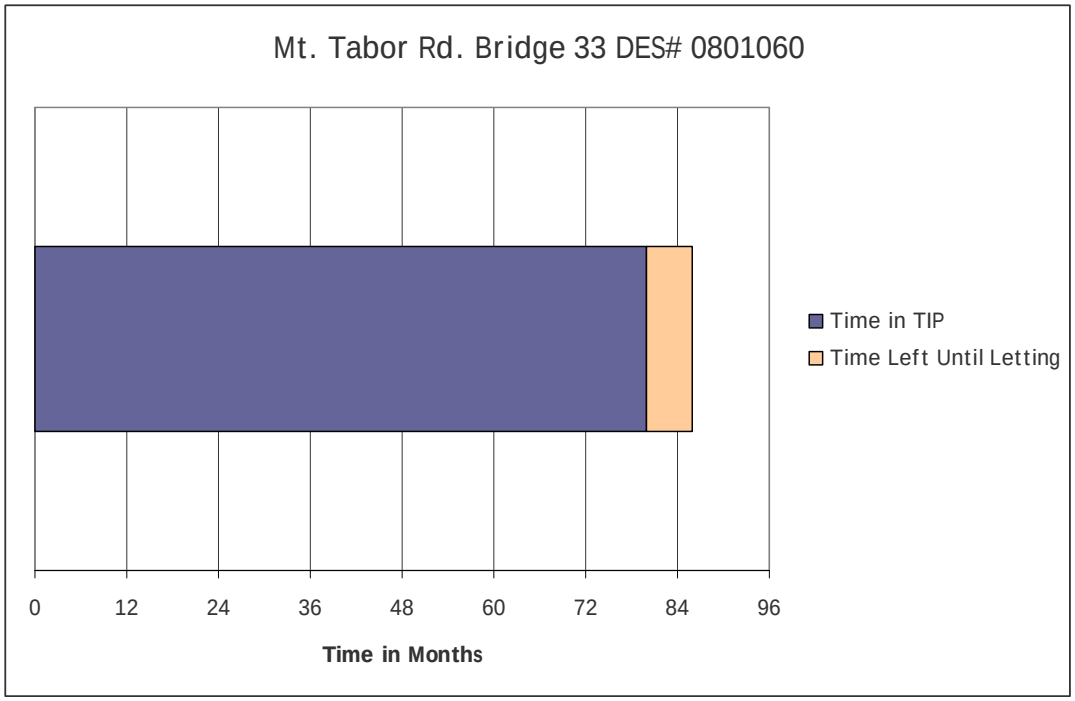


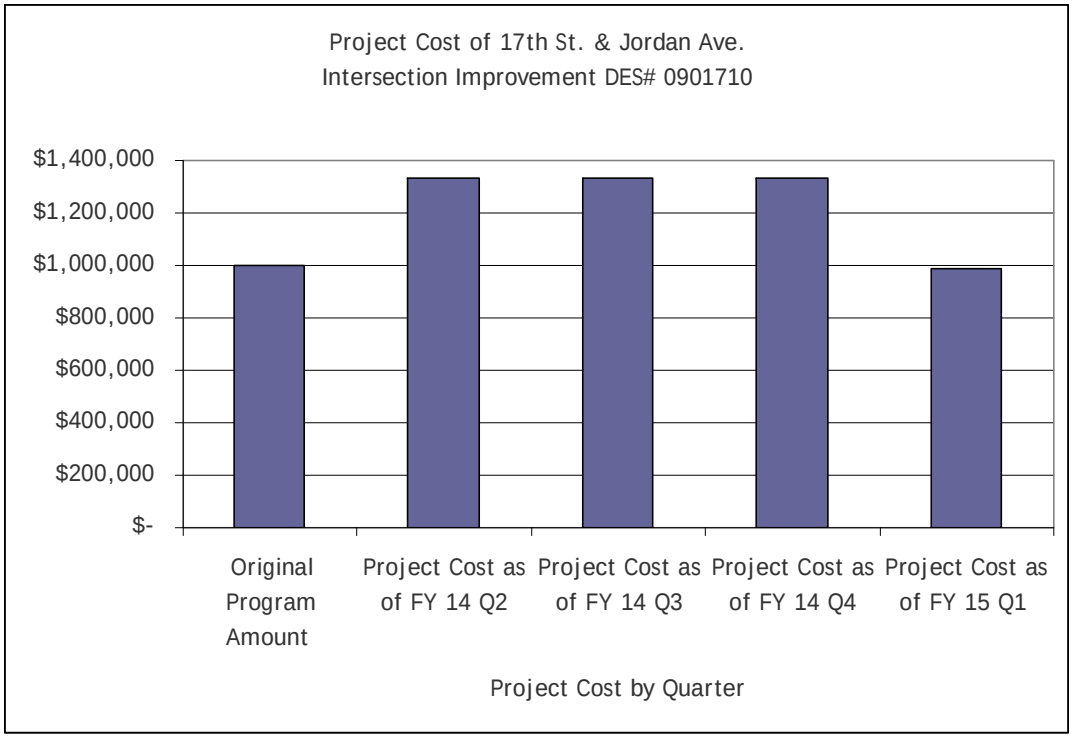
Karst Farm Trail Phase 3 (DES # 1382431)
Construction of non-motorized multi-use trail to Hartstrait Road
Update: LPA consulting contract is in progress. A more solid work schedule will be complete once a consultant is under contract.





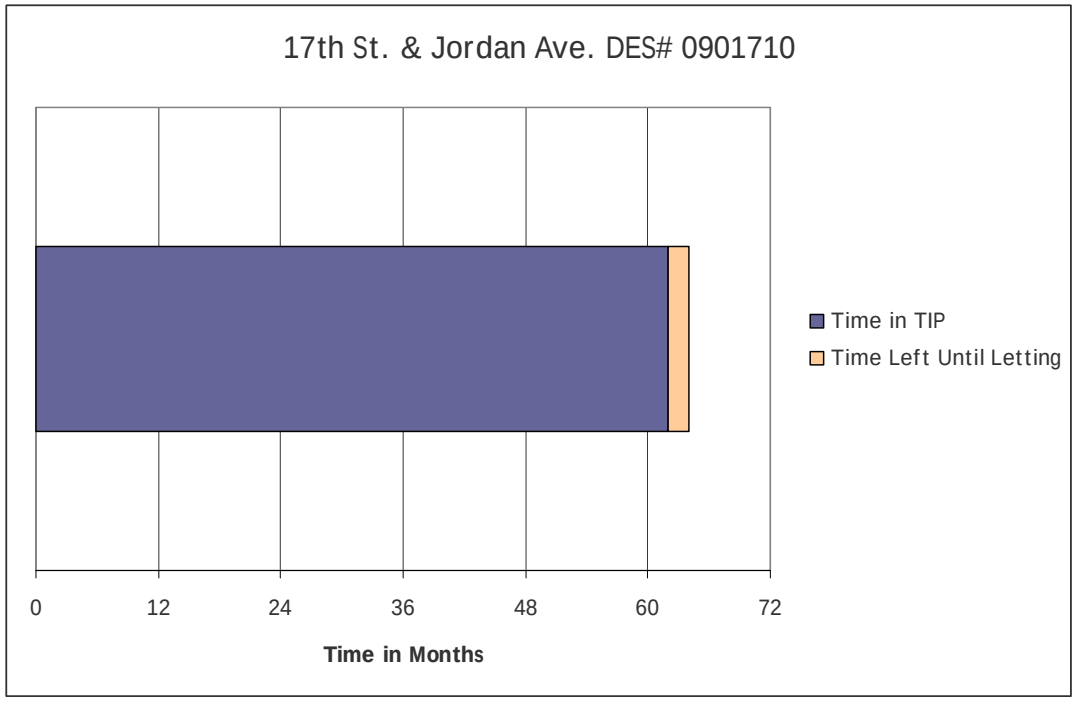
Mt. Tabor Bridge Replacement over Jack's Defeat Creek (DES # 0801060)
Bridge replacement over Jack's Defeat Creek, between McNeely Street & Maple Grove Road
Update: Project letting has moved up on month from April 2015 to March 2015. Utility work plans with AT&T and Ellettsville are underway. Some utility relocations will be necessary. IDNR permits for constructing in a floodway was received September, 2014. IDEM 401/404 permits expected to be approved by 10/10/2014. Rule 5 permit is completed, approved and public notices have been sent to newspapers.

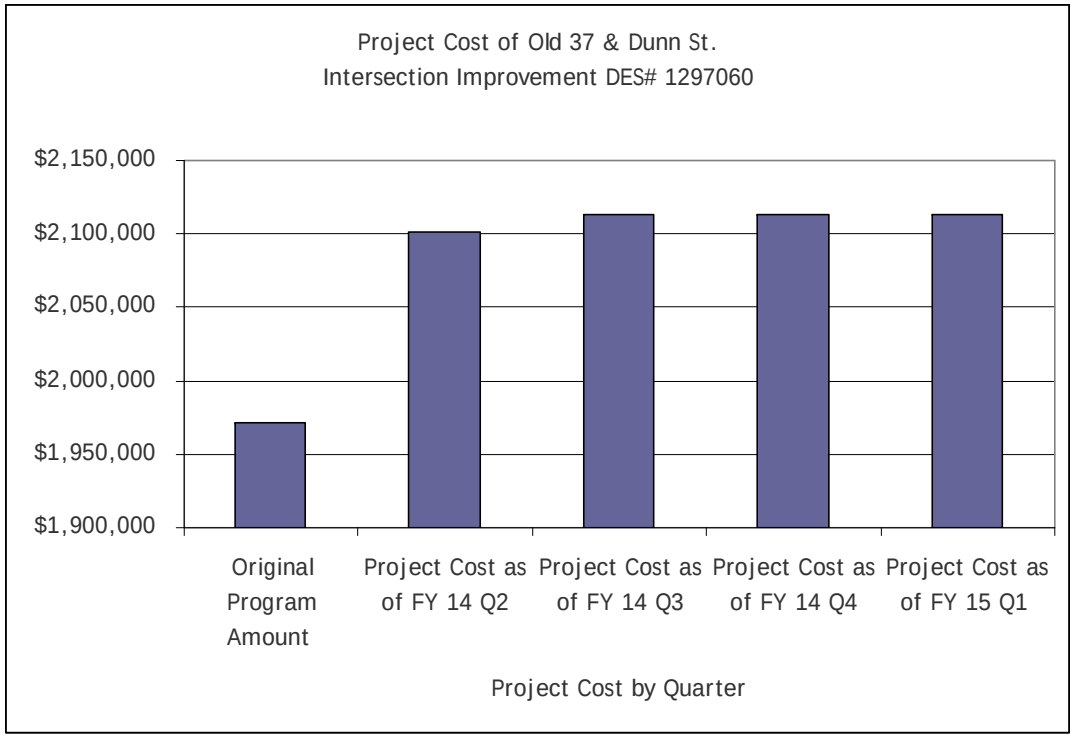


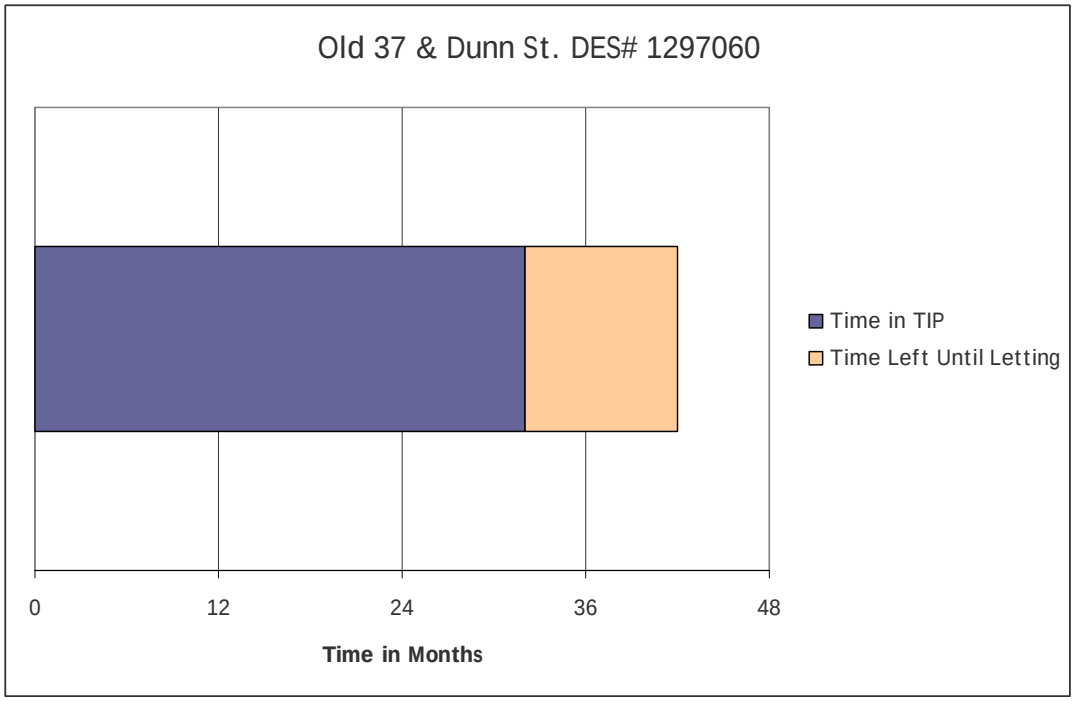


17th & Jordan Ave. (DES # 0901710)

Improve vertical geometry and sight distance at the intersection of 17th Street and Jordan Ave.
Update: Project is ready for construction contracts as of October 1, 2014. Project is on track to be let in December.

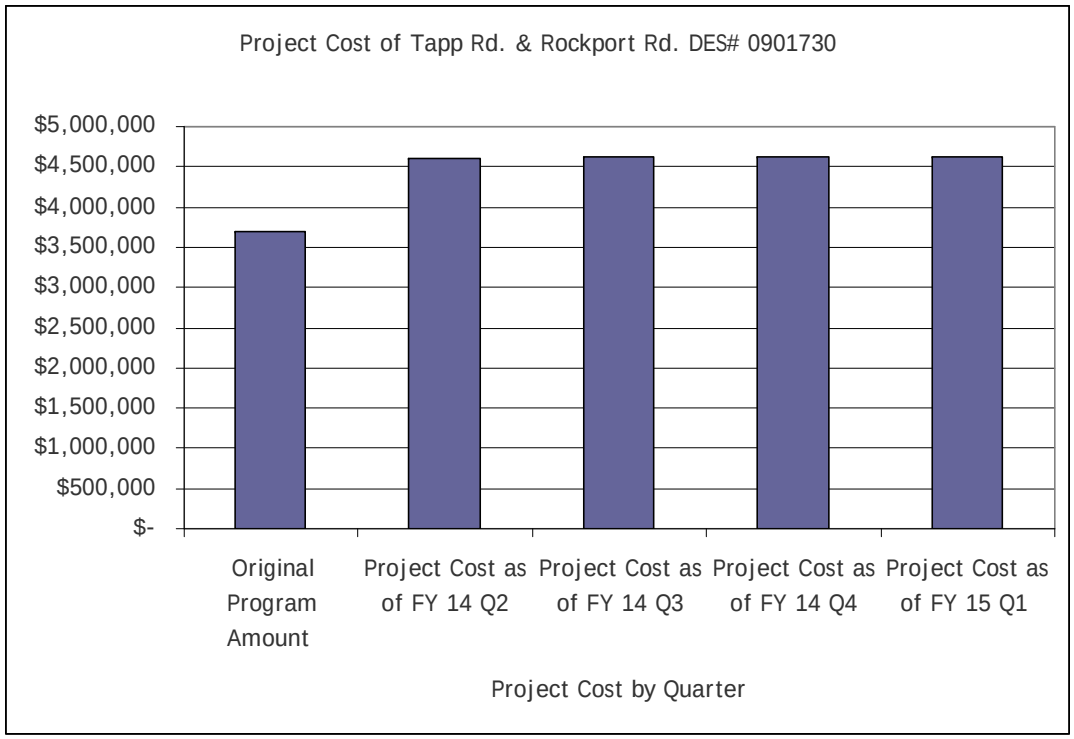


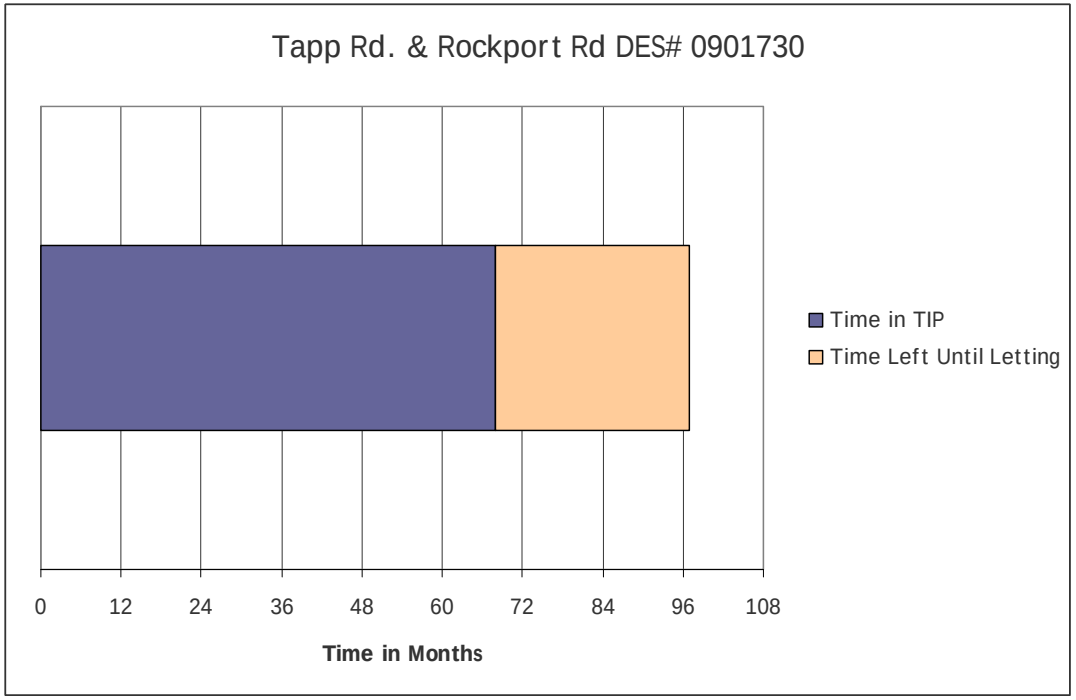




Old State Route 37 & N. Dunn Street (DES # 1297060)

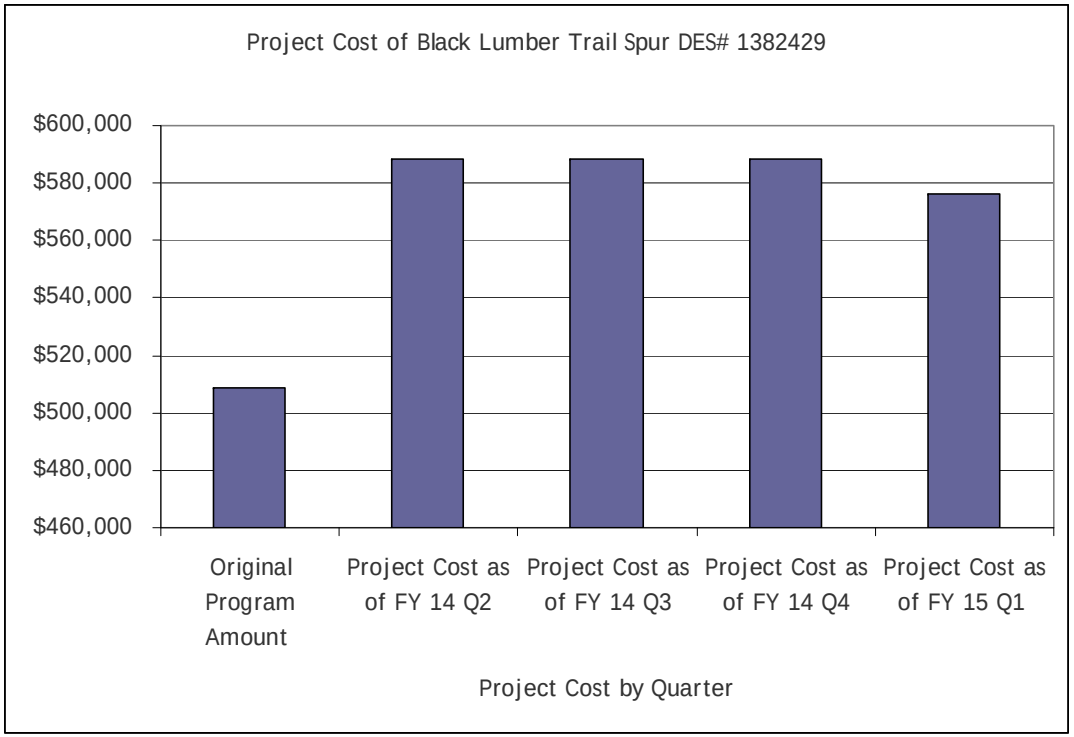
Improve horizontal and vertical geometry and sight distance at the intersection and on approaches
Update: Preliminary field check estimated to be finished in October 2014. Getting ready to submit Stage 1 designs to INDOT. Stage 1 designs are currently past due.

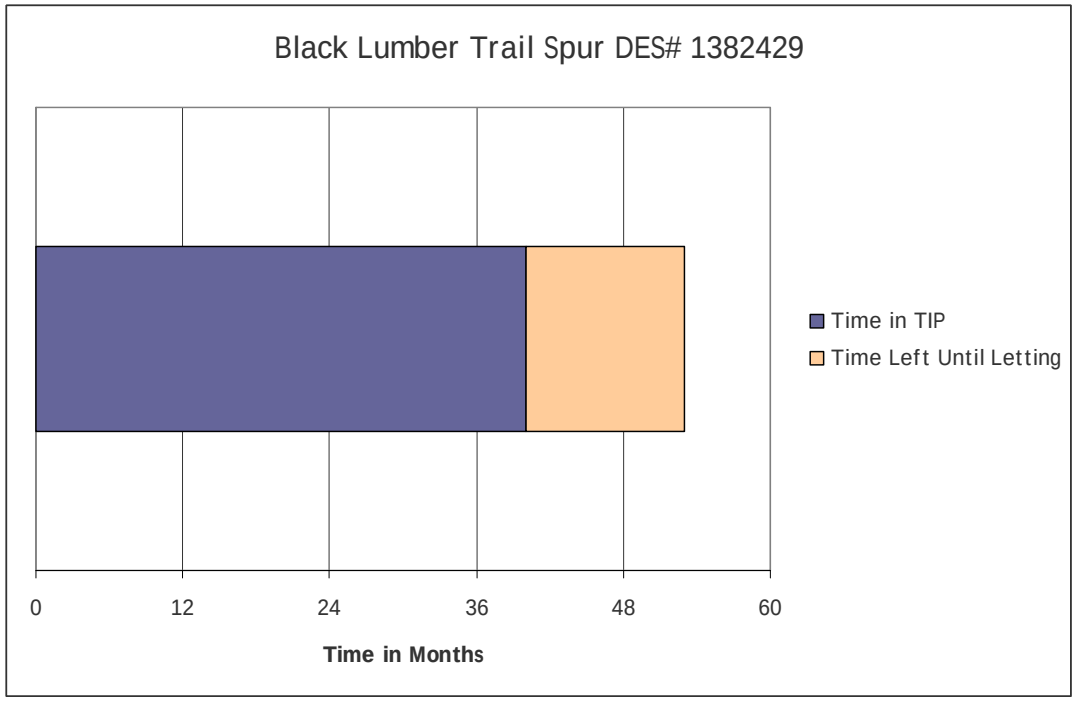




Tapp Rd. & Rockport Rd. (DES # 0901730)

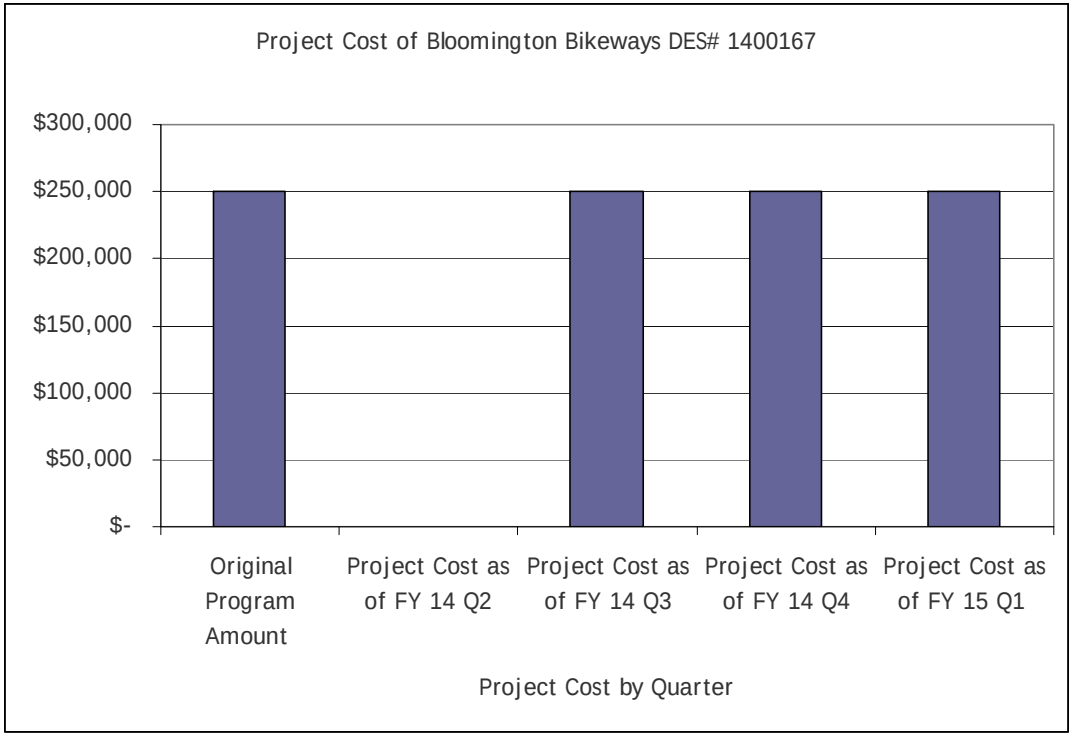
Improvements to correct a skew, improve sight distance & geometry and add bicycle and pedestrian facilities at the intersection of Tapp Road and Rockport Road
Update: Waiting on contract approval and notice to proceed from INDOT. Also waiting on TIP amendment through the Bloomington/Monroe County MPO.

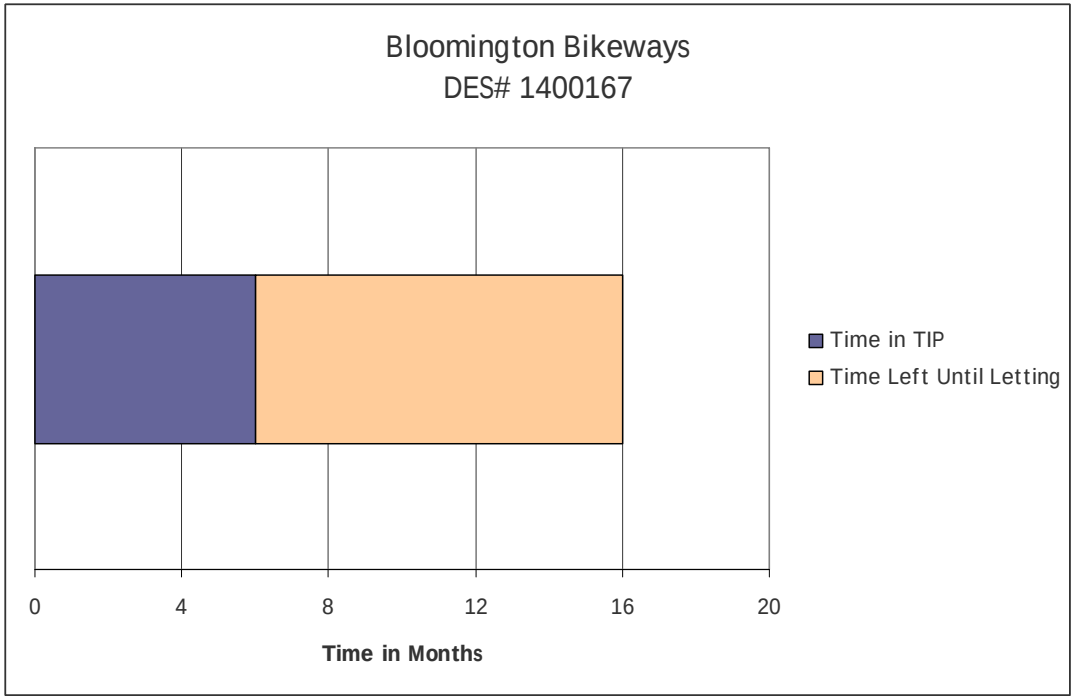




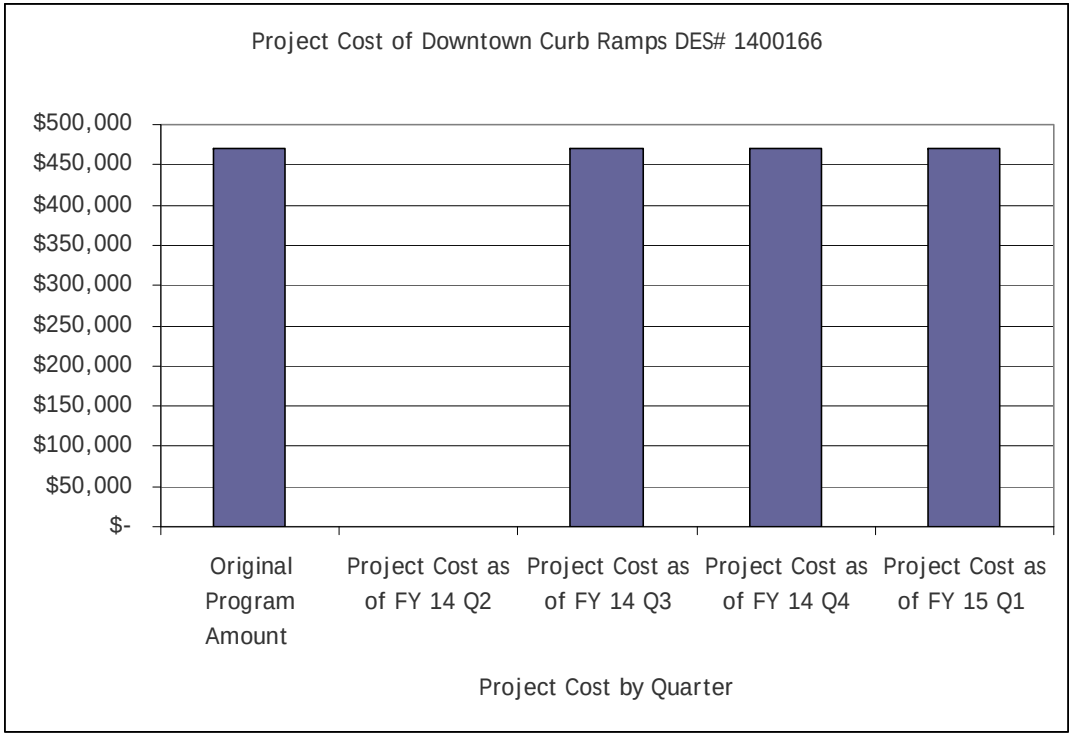
Black Lumber Trail (DES # 1382429)

Construction of non-motorized multi-use path at Henderson Street to Walnut Street
Update: Funding for LPA's 20% match was approved by Bloomington Redevelopment Commission on July 7, 2014. Consultant selection is complete and waiting for contract approval. Project is on track for November 2015 letting. Stage 3 designs are due June 18, 2015.





Bloomington Bikeways (DES # 1400167)
Pavement marking for on-street bicycle facilities as outlined in the City's Bikeways Implementation Plan
Update: No progress has been made this quarter. Funding for project is waiting on TIP amendment through the Bloomington/Monroe County MPO. Amendment includes moving funding from FY 2015 TO FY 2016. Stage 3 designs are due March 13, 2015 to INDOT in order to make August 2015 letting.



Downtown Curb Ramps (DES # 1400166)
Retrofitting or reconstructing intersection curb ramps to ensure compliance with ADA. (Rogers St., Indiana RR tracks, Indiana Ave., and 2nd St.) and the 3rd St./Atwater and 10th St. corridors through IU

Update: No progress has been made this quarter. Funding for project is waiting on TIP amendment through the Bloomington/Monroe County MPO. Amendment includes moving funding from FY 2015 TO FY 2016. Stage 3 designs are due March 13, 2015 to INDOT in order to make August 2015 letting.

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2015 Meeting Schedule

	POLICY COMMITTEE	TECHNICAL ADVISORY COMMITTEE	CITIZENS ADVISORY COMMITTEE
January	1/09/2015; 1:30pm	1/21/2015; 10:00am	1/21/2015; 6:30pm
February	2/06/2015; 1:30pm	2/25/2015; 10:00am	2/25/2015; 6:30pm
March	3/06/2015; 1:30pm	3/25/2015; 10:00am	3/25/2015; 6:30pm
April	4/10/2015; 1:30pm	4/29/2015; 10:00am	4/29/2015; 6:30pm
May	5/08/2015; 1:30pm	5/27/2015:10:00am	5/27/2015; 6:30pm
June	6/12/2015; 1:30pm	6/24/2015; 10:00am	6/24/2015; 6:30pm
July	Summer Recess - No Meetings		
August	8/07/2015 1:30pm (Tentative)	8/26/2015; 10:00am	8/26/2015; 6:30pm
September	9/11/2015; 1:30pm	9/23/2015; 10:00am	9/23/2015; 6:30pm
October	10/09/2015; 1:30pm (Tentative)	10/21/2015; 10:00am	10/21/2015; 6:30pm
November	11/06/2015; 1:30pm	11/18/2015; 10:00am	11/18/2015; 6:30pm
December	Winter Recess - No Meetings		

Meetings are held at: City of Bloomington City Hall at the Showers Complex
Policy Committee - Council Chambers; Suite 115
Technical & Citizens Advisory Committees - McCloskey Room; Suite 135
401 N. Morton Street
Bloomington, IN 47404

Bloomington/Monroe County Metropolitan Planning Organization
www.bloomington.in.gov/mpo

Bloomington/Monroe County Metropolitan Planning Organization

MEMORANDUM

To: MPO Citizens Advisory and Technical Advisory Committee

From: Anna Dragovich, Senior Transportation Planner

Date: November 19, 2014

Re: Transportation Improvement Program (TIP) Amendments

Indiana Department of Transportation

The Indiana Department of Transportation (INDOT) has requested to add two projects to FY 2016 in the FY 2014-2017 Transportation Improvement Program. This program will fund concrete pavement restoration on both State Route 46 and State Route 45

State of Indiana Projects		Funding Source		Fiscal year 2014	2015	2016	2017
Project:	SR 46	PE					
Location:	From end of Concrete Section to SR 37						
Description:	Concrete Pavement Restoration (CPR)	RW					
		CN	STP			$ 163,200	
DES#	1401351		State			$ 40,800	
Support:							
Allied Projects:			TOTAL			204,000	

State of Indiana Projects		Funding Source		Fiscal year 2014	2015	2016	2017
Project:	SR 45	PE					
Location:	From SR 37 to the end of Concrete Section (RP 38+13 to 38+53)						
Description:	Concrete Pavement Restoration (CPR)	RW					
		CN				$ 164,000	
DES#	1401344					$ 41,000	
Support:							
Allied Projects:			TOTAL				

Requested Action

Make a recommendation to the Policy Committee on the proposed TIP amendment.

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TIP Project Form (Updated 01/28/2013)

Transportation Improvement Program Project Request Form

NOTE: This form must be completed in its entirety in order for a new project to be considered for inclusion into the Transportation Improvement Program (TIP) ***OR*** to make changes to an existing project already programmed in the TIP.

Please complete all parts, including signature verification, and attach all support materials before returning to BMCMPO staff at the address listed below.

Mail: Bloomington/Monroe County MPO
401 N. Morton Street Suite 160
PO Box 100
Bloomington, IN 47402

-OR-

email: mpo@bloomington.in.gov
fax: (812) 349-3535

1. Public Agency Information (Fill in all applicable fields):

☐ Monroe County ☐ City of Bloomington ☐ Town of Ellettsville ☒ INDOT
☐ Rural Transit ☐ Indiana University ☐ Bloomington Transit ☐ _____

Contact Name (ERC)**:** Jane Twaddle **Phone:** 812-524-3945 **Fax:** _____

Address: 185 Agrico Lane, Seymour IN

Email: jtwaddle@indot.in.gov

2. Project Information (Fill in all applicable fields):

- **Project Name:** Concrete Pavement Restoration **DES Number:** # 1401344
- **Is this project already in the TIP?** ☐ Yes ☒ No
- **Project Location (detailed description of project termini or attach an illustration):** SR 45 From SR 37 to the end of Concrete Section (to be kinned with 1401351 on SR 46)
- **Brief Project Description:** Concrete Pavement Restoration with patching/retrofit dowel bars at mid panel cracks
- **Support for the Project (e.g. Local plans, LRTP, TDP, etc.):** _____
- **Allied Projects (other projects related to this one):** _____
- **ITS Components:** Does the project have an Intelligent Transportation Systems component? No
  If so, is the project included in the MPO's ITS architecture? _____

3. Financial Plan

Identify ***ALL*** anticipated project costs for all phases, including total anticipated project costs beyond the four years to be programmed in the TIP (i.e. outlying years). Please identify any illustrative phases or costs in *italics*.

Note: Fiscal Years run from July 1 to June 30 (For example, FY 2014 starts 7/1/13 and ends 6/30/14).

Phase	Funding Source	FY 2014	FY 2015	FY 2016	FY 2017	*Outlying Years*
CN		$	$	$	$	*$*
	STP	$	$	$ 204,000	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
	Totals:	$	$	$	$	*$*

- **Construction Engineering/Inspection:**

  Does the project include an acceptable percentage of construction costs set aside for construction engineering or inspections? ☐ Yes ☒ No ☐ N/A

- **Year of Implementation Cost:**

  Has a four percent (4%) inflation factor been applied to all future costs? ☒ Yes ☐ No

4. Complete Streets

- **New Projects:** If this is a new project to be included in the TIP and the Complete Streets policy is applicable, then Section 4 **MUST** be completed.
- **Existing Projects:** If this project is already included in the currently adopted TIP (compliant or exempt) and changes have occurred or will occur to the project which would have bearing on the Complete Streets Policy information on file, then all of Section 4 must be updated and resubmitted for consideration.
- **Not Applicable:** If this project is not subject to the Complete Streets Policy, check the **Not Applicable** box and proceed to Section 5.

Complete Streets Applicability and Compliance – Check one of the following**:**

☒ **Not Applicable – If Complete Streets Policy is Not Applicable, please skip to Section 5.** The project is not subject to the Complete Streets Policy because it is a transit project, a non-road project, a resurfacing activity that does not alter the current/existing geometric designs of the roadway, a 'grandfathered' local roadway project included in the TIP before the adoption of the policy, or is a project that uses federal funds which the BMCMPO does NOT have programming authority. *No Additional Information items (below) have to be provided for projects to which the Complete Streets Policy does not apply.*

☐ **Compliant -** The project will accommodate all users of the corridor. The project is new construction or reconstruction of local roadways that will use federal funds through the BMCMPO for **any** phase of project implementation. *Additional Information items **1-8** (below) must be submitted for compliant projects.*

☐ **Exempt -** The project is unable to accommodate all users of the corridor due to certain circumstances or special constraints, as detailed in Section IV of the CS Policy. *Additional Information items **1, 4-8** (below) must be submitted for exempt projects*. Reason for exemption: _____

Additional Information – Attach to this application form the following information as required by the Complete Streets Policy. If any fields are unknown at the time of application, the applicant may indicate that "specific information has not yet been determined." For any sections marked as unknown, information should be submitted as soon as it is available.

1) **Detailed Scope of Work** – Provide relevant details about the project that would be sufficient to use when seeking consulting services (detailed project description, vehicular elements, non-vehicular elements, new construction/reconstruction).
2) **Performance Standards** – List specific performance standards for multimodal transportation, including, but not limited to: transit, pedestrian, bicycle, and automobile users, ADA and Universal Design, environmental, utilities, land use, right of way, historic preservation, maintenance of services plan, and any other pertinent design components in relation to current conditions, during implementation/construction, and upon project completion.
3) **Measurable Outcomes –** Identify measurable outcomes the project is seeking to attain (e.g. safety, congestion and/or access management, level-of-service, capacity expansion, utility services, etc.)
4) **Project Timeline** – Identify anticipated timelines for consultant selection, public participation, design, right-of-way acquisition, construction period, and completion date.
5) **Key Milestones –** Identify key milestones (approvals, permits, agreements, design status, etc.)
6) **Project Cost** – Identify any anticipated cost limitations, additional funding sources, project timing, and other important cost considerations not included in the table above.
7) **Public Participation Process** – Describe the public participation process (types of outreach, number and type of meetings, etc.), and the benchmark goals for the project (participation rates, levels of outreach, levels of accountability and corresponding response methods to input received, etc.).
8) **Stakeholder List** – Identify the key parties/agencies/stakeholders/interest groups anticipated to be engaged during project development and their respective purpose and roll for being on the list.

5. Signature Verification

I hereby certify that the information submitted as part of this form is accurate. Furthermore, if applicable, I certify the project follows the Complete Streets Policy.

_____ _____

Signature Date

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TIP Project Form (Updated 01/28/2013)

Transportation Improvement Program Project Request Form

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1. Public Agency Information (Fill in all applicable fields):

☐ Monroe County ☐ City of Bloomington ☐ Town of Ellettsville ☒ INDOT
☐ Rural Transit ☐ Indiana University ☐ Bloomington Transit ☐ _____

Contact Name (ERC)**:** Jane Twaddle **Phone:** 812-524-3945 **Fax:** _____

Address: 185 Agrico Lane, Seymour IN

Email: jtwaddle@indot.in.gov

2. Project Information (Fill in all applicable fields):

- **Project Name:** Concrete Pavement Restoration **DES Number:** # 1401351
- **Is this project already in the TIP?** ☐ Yes ☒ No
- **Project Location (detailed description of project termini or attach an illustration):** SR 46 From end of Concrete Section to SR 37 (to be kinned with 1401344)
- **Brief Project Description:** Concrete Pavement Restoration with patching/retrofit dowel bars at mid panel cracks
- **Support for the Project (e.g. Local plans, LRTP, TDP, etc.):** _____
- **Allied Projects (other projects related to this one):** _____
- **ITS Components:** Does the project have an Intelligent Transportation Systems component? No
  If so, is the project included in the MPO's ITS architecture? _____

3. Financial Plan

Identify ***ALL*** anticipated project costs for all phases, including total anticipated project costs beyond the four years to be programmed in the TIP (i.e. outlying years). Please identify any illustrative phases or costs in *italics*.

Note: Fiscal Years run from July 1 to June 30 (For example, FY 2014 starts 7/1/13 and ends 6/30/14).

Phase	Funding Source	FY 2014	FY 2015	FY 2016	FY 2017	*Outlying Years*
CN		$	$	$	$	*$*
	STP	$	$	$ 204,000	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
		$	$	$	$	*$*
	Totals:	$	$	$	$	*$*

- **Construction Engineering/Inspection:**

  Does the project include an acceptable percentage of construction costs set aside for construction engineering or inspections? ☐ Yes ☒ No ☐ N/A

- **Year of Implementation Cost:**

  Has a four percent (4%) inflation factor been applied to all future costs? ☒ Yes ☐ No

4. Complete Streets

- **New Projects:** If this is a new project to be included in the TIP and the Complete Streets policy is applicable, then Section 4 **MUST** be completed.
- **Existing Projects:** If this project is already included in the currently adopted TIP (compliant or exempt) and changes have occurred or will occur to the project which would have bearing on the Complete Streets Policy information on file, then all of Section 4 must be updated and resubmitted for consideration.
- **Not Applicable:** If this project is not subject to the Complete Streets Policy, check the **Not Applicable** box and proceed to Section 5.

Complete Streets Applicability and Compliance – Check one of the following**:**

☒ **Not Applicable – If Complete Streets Policy is Not Applicable, please skip to Section 5.** The project is not subject to the Complete Streets Policy because it is a transit project, a non-road project, a resurfacing activity that does not alter the current/existing geometric designs of the roadway, a 'grandfathered' local roadway project included in the TIP before the adoption of the policy, or is a project that uses federal funds which the BMCMPO does NOT have programming authority. *No Additional Information items (below) have to be provided for projects to which the Complete Streets Policy does not apply.*

☐ **Compliant -** The project will accommodate all users of the corridor. The project is new construction or reconstruction of local roadways that will use federal funds through the BMCMPO for **any** phase of project implementation. *Additional Information items **1-8** (below) must be submitted for compliant projects.*

☐ **Exempt -** The project is unable to accommodate all users of the corridor due to certain circumstances or special constraints, as detailed in Section IV of the CS Policy. *Additional Information items **1, 4-8** (below) must be submitted for exempt projects*. Reason for exemption: _____

Additional Information – Attach to this application form the following information as required by the Complete Streets Policy. If any fields are unknown at the time of application, the applicant may indicate that "specific information has not yet been determined." For any sections marked as unknown, information should be submitted as soon as it is available.

1) **Detailed Scope of Work** – Provide relevant details about the project that would be sufficient to use when seeking consulting services (detailed project description, vehicular elements, non-vehicular elements, new construction/reconstruction).
2) **Performance Standards** – List specific performance standards for multimodal transportation, including, but not limited to: transit, pedestrian, bicycle, and automobile users, ADA and Universal Design, environmental, utilities, land use, right of way, historic preservation, maintenance of services plan, and any other pertinent design components in relation to current conditions, during implementation/construction, and upon project completion.
3) **Measurable Outcomes –** Identify measurable outcomes the project is seeking to attain (e.g. safety, congestion and/or access management, level-of-service, capacity expansion, utility services, etc.)
4) **Project Timeline** – Identify anticipated timelines for consultant selection, public participation, design, right-of-way acquisition, construction period, and completion date.
5) **Key Milestones –** Identify key milestones (approvals, permits, agreements, design status, etc.)
6) **Project Cost** – Identify any anticipated cost limitations, additional funding sources, project timing, and other important cost considerations not included in the table above.
7) **Public Participation Process** – Describe the public participation process (types of outreach, number and type of meetings, etc.), and the benchmark goals for the project (participation rates, levels of outreach, levels of accountability and corresponding response methods to input received, etc.).
8) **Stakeholder List** – Identify the key parties/agencies/stakeholders/interest groups anticipated to be engaged during project development and their respective purpose and roll for being on the list.

5. Signature Verification

I hereby certify that the information submitted as part of this form is accurate. Furthermore, if applicable, I certify the project follows the Complete Streets Policy.

_____ _____

Signature Date