



TECHNICAL ADVISORY COMMITTEE

March 28, 2012

10:00 – 11:30 a.m.

McCloskey Room (#135)

- I. Call to Order and Introductions
- II. Approval of Minutes
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
 - A. LRTP Task Force
 - B. Updates on projects in TIP
 - 1. INDOT
 - 2. Monroe County
 - 3. City of Bloomington
 - 4. Town of Ellettsville
 - 5. Schools
 - 6. Transit
 - C. ADA Transition Plans
 - 1. Monroe County
 - 2. City of Bloomington
 - 3. Town of Ellettsville
 - D. Citizens Advisory Committee
- V. Reports from the MPO Staff
 - A. 2012 MPO Conference
- VI. Old Business
- VII. New Business
 - A. 2013-2014 Unified Planning Work Program
- VIII. Communications from Committee Members (*non-agenda items*)
 - A. Topic Suggestions for future agendas
- IX. Upcoming Meetings
 - A. Policy Committee – April 13, 2012 at 1:30 p.m. (Council Chambers)
 - B. Technical Advisory Committee – April 25, 2012 at 10:00 a.m. (McCloskey Room)
 - C. Citizens Advisory Committee – April 25, 2012 at 6:30 p.m. (McCloskey Room)

Adjournment

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

MEMORANDUM



To: MPO TAC & CAC
 From: Josh Desmond, AICP
MPO Director
 Date: March 21, 2012
 Re: Fiscal Year 2013-2014 Unified Planning Work Program

Background

Staff is currently developing the Fiscal Year 2013-2014 Unified Planning Work Program. Staff intends to seek final adoption of the new UPWP at a Policy Committee meeting in May. The TAC & CAC will have the opportunity to review a full draft of the UPWP at the April 25 meetings, prior to final Policy Committee action.

FY2013-2014 Estimated Budget

The Federal PL funding allocation and required local match for Fiscal Years 2013 and 2014 are shown in the table below. Federal funding procedures for the MPO require that the local agency expends funds up front and then seeks 80% reimbursement of those expenditures via quarterly invoices to INDOT.

UPWP Funding Sources	2013	2014	TOTAL
Federal (PL)	\$ 255,286	\$ 255,286	\$ 510,572
Local Match	\$ 63,821	\$ 63,821	\$ 127,642
Total Funds	\$ 319,107	\$ 319,107	\$ 638,214

The Federal funding allocation for FY 2013 and 2014 is approximately 3% lower than the initial allocation for FY 2011 and 2012. As with the previous work program, additional “carryover” funds will be amended into the 2014 budget in the 4th Quarter of FY 2013. This carryover funding comes from the MPO’s unspent funding from the FY 2011-2012 UPWP. The exact amount of the carryover funding that the MPO can expect to add next year will not be known until INDOT completes its audit of FY 2011 and 2012 expenditures. For this reason, potential carryover funding is not included in the UPWP budget at this time.

Planning Emphasis Areas

The Federal Highway Administration (FHWA) provides the MPO with Planning Emphasis Areas (PEAs) that must be addressed for each new work program. These are key areas that FHWA wants the MPO to focus its energy on during that time period. The PEAs for FY 2013-2014 include three carry-overs from the previous work program as one new PEA. The four PEAs for the new UPWP are summarized below.

- **Red Flag Investigations as part of Planning & Environmental Linkages:** MPOs and INDOT should consider environmental issues early in the transportation planning process, and use information and analysis conducted during early planning in the formal NEPA process. This will ensure that key early analysis and input is included as the project moves forward, and will provide for efficiencies once the NEPA process proceeds.
- **Quarterly Project Tracking Reports & Meetings:** In recent years, Indiana MPOs have developed systems to track the progress of projects within their TIPs. The BMCMPPO collects project reports on a quarterly basis from each LPA, and then provides a summary report for all TIP projects to each of the BMCMPPO committees. MPOs are expected to enhance these reports with the establishment of quarterly tracking meetings. Such meetings will include MPO staff, LPA staff, INDOT District staff and project consultants, and would provide an opportunity for all parties to discuss project progress

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and resolve issues. MPO staff is also charged with ensuring that all LPAs maintain the proper staff certifications in order to continue receiving Federal funding for their TIP projects.

- **Americans With Disabilities Act Transition Plans:** All local governments with greater than 50 employees have been given a deadline of December 31, 2012, to complete an ADA Transition Plan, which was a requirement of the original Americans with Disabilities Act when it was passed in 1990. Each MPO is asked to provide technical resources and support to the Local Public Agencies within their boundaries in order to ensure that they meet the deadline. The BMCMPO will continue to provide support to the City of Bloomington, Monroe County, and the Town of Ellettsville as they each develop their ADA Transition Plans.
- **Adjusted Urban Area Boundaries & Metropolitan Planning Area Boundaries:** In response to the new population data produced by the 2010 U.S. Census, the Bureau of the Census will release proposed revisions to the Urban Area Boundaries for MPOs across the nation. It is incumbent upon the BMCMPO, in cooperation with INDOT and FHWA, to review the proposed boundaries and make any local adjustments that may be necessary. In addition, the BMCMPO Metropolitan Planning Area boundary will also need to be reviewed to ensure it continues to meet minimum standards as well as makes sense for the planning programs of the MPO.

UPWP Outline

The new UPWP will largely be a status quo document in that there are relatively few changes to existing tasks other than those required for the revised PEAs described above. The outline below shows the proposed structure of the UPWP. Comments have been inserted to highlight areas where new tasks or key changes to existing tasks are proposed. Where no comments are inserted, assume that the new UPWP will largely carry on the same tasks listed for that element in the existing UPWP. It is important to note that the budget for FY 2013 is significantly tighter than the budget for FY 2014. This is due to the number of new tasks required to be inserted for FY 2013 as well as the substantial amount of funding that will be set aside for the completion of the LRTP. This may necessitate cuts in funding for certain elements of the UPWP, including some of the areas that have traditionally been set aside for reimbursements to LPAs.

Comprehensive Planning Coordination & Outreach

101 Transportation Planning Coordination

- A. Intergovernmental Coordination
- B. Unified Planning Work Program
- C. Planning Grant Administration
- D. Indiana MPO Council

[2012 MPO Conference: Conference hosted in Bloomington in October 2012. This task is for FY 2013 only.]

- E. Staff Training & Education
- F. Web Site Administration
- G. Public Participation Process

102 Transportation Improvement Program

- A. Transportation Improvement Program
[Enhancements to Quarterly Tracking Program consistent with PEA.]

- B. HSIP Administration
- C. TE Program Administration
- D. Safe Routes to School Program Administration
- E. Planning & Environmental Linkages

[Addition of Red Flag Inventories consistent with PEA. This task is relocated from Element 202.]

Transportation Planning

201 Long Range Planning

- A. 2035 Long Range Transportation Plan
[This is a carry-over project from the previous UPWP. It is expected to be complete by the end of the 2nd quarter of FY 2014.]

202 Short Range Transportation Studies & Activities

- A. ~~CAC/Student-assisted Study~~
[No such study anticipated for this UPWP.]
- B. ADA Transition Plans
[Continued MPO support for LPAs consistent with PEA.]
- C. ~~Planning & Environmental Linkages~~
[Relocated to Element 102.]
- D. Urbanized Area/Planning Area Updates
[New task - revisions to MPO Urbanized Area and Planning Area consistent with PEA. This task is for FY 2013 only.]

203 Data Collection & Analysis

- A. Traffic Volume Counting
- B. Infrastructure Management Plan
- C. ITS Architecture Maintenance
- D. Annual Crash Report

Alternative Transportation Planning

301 Long Range Planning

- A. ~~BT Grimes Lane Facility Study~~
[No such study anticipated for this UPWP.]

302 Short Range Alternative Transportation Studies & Activities

- A. Coordinated Human Services Public Transit Plan
- B. Bicycle & Pedestrian Safety and Project Coordination
- C. 100% On/Off Study
[New consultant study for Bloomington Transit. This task is for FY 2014 only.]
- D. Title VI Compliance Study
[New consultant study for Bloomington Transit. This task is for FY 2014 only.]

303 Transit, Bicycle & Pedestrian Data Collection & Analysis

- A. Transit Ridership & Bicycle/Pedestrian Counts

Input Requested

MPO staff is requesting input from TAC and CAC members as to the final contents of the FY 2013-2014 UPWP. It is important for staff to hear from interested LPAs as soon as possible about potential funding needs for activities and projects, particularly if they are significantly different from those noted in the outline above. No formal action is being requested at this time. All questions and suggestions are welcome.