



## CITIZENS ADVISORY COMMITTEE

May 23, 2012

6:30 – 8:00 p.m.

McCloskey Room (#135)

*Suggested Time:*

- 6:30pm I. Call to Order and Introductions
- II. Approval of Minutes:  
A. April 25, 2012
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees  
A. LRTP Task Force  
B. Project Updates
- 7:00pm V. Reports from the MPO Staff  
A. 2012 MPO Conference
- 7:15 pm VI. Old Business  
A. ADA Policy Statement\*  
*Recommendation Requested\**
- 7:30 pm VII. New Business  
A. FY 2011-2012 UPWP Amendment\*  
*Recommendation Requested\**
- VIII. Communications from Committee Members (*non-agenda items*)  
A. Topic Suggestions for future agendas
- IX. Upcoming Meetings  
A. Policy Committee – June 8, 2012 at 1:30 p.m. (Council Chambers)  
B. Technical Advisory Committee – June 27, 2012 at 10:00 a.m. (McCloskey Room)  
C. Citizens Advisory Committee – June 27, 2012 at 6:30 p.m. (McCloskey Room)
- 8:00 pm Adjournment

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

**Citizens Advisory Committee Meeting Minutes**  
**April 25, 2012 McCloskey Conference Room 135, City Hall**

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

***Attendance***

Citizens Advisory Committee (Voting Members): Chair Patrick Murray (Prospect Hill NA), Vice-Chair Laurel Cornell (Citizen), Paul Ash (McDoel NA), Jack Baker (McDoel NA), Elizabeth Cox-Ash (McDoel NA), Larry Jacobs (Chamber of Commerce), Bill Milroy (Old Northeast NA), Ted Miller (Citizen), Joanne Henriot (Bryan Park NA), John Kehrberg (Citizen), and David Sabbagh (Citizen).

Others in Attendance (including Non-Voting CAC Members): Sandra Tokarski (Citizen), Barbara Salisbury (MCCAM), Rhett Salisbury (Citizen), Mary Jane Hall (Citizen), Robin Thompson (URS), Sam Sarvis (INDOT), Mary Jo Hamman (Michael Baker Jr. Inc.), Jodie Snyder (Michael Baker Jr. Inc.), Scott Robinson (BMCMPPO Staff), Josh Desmond (BMCMPPO Staff).

**I. Call to Order and Introductions (~6:35 PM)**

**II. Approval of Minutes** – The 3/28/12 minutes were accepted by the Committee without modification.

**III. Communications from the Chair** – Mr. Murray mentioned the farewell resolution for Raymond Hess by the Policy Committee for his exceptional service. CAC members gave an ovation as a farewell gesture to Mr. Hess and his new career opportunity.

**IV. Reports from Officers and/or Committees**

**A. LRTP Task Force** – Mr. Desmond said three of the seventeen consulting firms contacted submitted a Statement of Qualifications (SOQ) for the Request for Qualifications issued regarding the update of the transportation plan. Staff and a subcommittee of the Task Force will review the SOQs and make a selection on a preferred consultant for the Policy Committee to consider.

**B. Project Updates** – Mr. Thompson provided a status report on Section 4 of I69 on behalf of INDOT. He noted anticipated letting dates for subsections of Section 4 as well as a public comment period for the two interchange designs at SR 37 and I69. Ms. Hamman, on behalf of INDOT, gave a similar presentation on Section 5 of I69 to the Public Information Meeting on 4/24/2012. She handed out maps and other material (available at the Section 5's office as well as on-line). The presentation highlighted key milestones on design considerations, the approval process, as well as differences between Alternatives 4, 5, 6, and 7. Mr. Murray asked how long the EIS would be valid and if rail is a consideration to address congestion. Ms. Hamman replied that EIS are valid for many years as long as no changes occur with the project and its environmental impacts. Rail is not considered as an alternative and if so the topography would make it difficult within the existing study area, said Hamman. Ms. Tokarski asked for clarification on Section 4 vs. Section 5 and the N. Clear Creek Historic Landscape designation, future I69 CAC meetings, and notifications. Ms. Hamman said staff will be available after the meeting to answer any questions or can make other arrangements. Mr. Milroy asked about the

uncertainty in future funding and the aspect of an incomplete project. Mr. Sarvis said future funding is always an unknown, safety is not compromised when phasing projects, and I69 is the top priority of INDOT. Discussion ensued and in light of the remaining time and other agenda items Mr. Murray asked CAC members to discuss other questions after the meeting with INDOT and the I69 consultants.

**V. Reports from MPO Staff**

**A. 2012 MPO Conference** – Mr. Desmond reported that staff continues to plan for the fall MPO conference. Staff is working on registration materials, mobile workshops, and finalizing the contract for the keynote speaker from the Victoria Transportation Policy Institute. He said BMCMPPO members are encouraged to attend (reasonable registration fee) and to contact staff if they would like to present a session.

**B. Membership Drive** – Staff, along with the Chair, sends out invitations to community groups, boards, commissions and neighborhood associations annually as part of a membership drive reported Mr. Robinson. He will follow-up with the CAC on the specifics of this year's outreach (note: 75 invitations were sent out on March 28, 2012).

**VI. Old Business**

**A. ADA Policy Statement** - Mr. Robinson reported that he would make minor revisions based on concerns over a reference to Universal Design and send it out for review to the ADA Subcommittee. The draft policy statement will be presented for a final recommendation sometime soon.

**B. 2013-2014 Unified Planning Work Program (*Recommendation Requested*)** - Mr. Desmond reported on the draft Unified Planning Work Program (UPWP) and nothing changed other than information on two elements for Bloomington Transit. He said this would include a ridership survey to update 2006 information and a Title VI update for compliance with the Civil Rights Act. Both would involve hiring consultants to complete this work. \*\*\***Mr. Sabbagh moved approval of the UPWP. Ms. Cornell seconded. There was unanimous approval.**

**C. LRTP Task Force Vacancy (*Nomination Requested*)** – Mr. Desmond said Ms. Cornell could no longer serve on the Task Force and asked for a replacement. \*\*\***Mr. Baker nominated Mr. Sabbagh to serve on the Task Force. Mr. Ash seconded. There was unanimous approval.**

**VII. New Business**

**A. Transportation Improvement Program Amendment**

a. **Safe Routes to School Non-infrastructure Grant (*Recommendation Requested*)** - Mr. Desmond gave an overview of the non-infrastructure grant award to educate and encourage children to walk and/or bike to school. Seven schools are covered by this grant and it is similar to a previous award. Desmond said the grant needs to be reflected in the TIP. \*\*\***Mr. Sabbagh moved approval of the Amendment. Ms. Cornell seconded. There was unanimous approval.**

**VIII. Communications from Committee Members**

Ms. Cornell said she made an appointment with the Switchyard Master Plan consultants on behalf of the CAC for May 14<sup>th</sup>, 4:00 PM at the Convention Center. Important issues include Hillside Drive and Rockport Road.

**A. Topic Suggestions for Future Agendas** – Mrs. Salisbury reported on MCCAM’s efforts and they will be having a retreat on May 29<sup>th</sup>. Details on the retreat are being finalized, but would be good to report on at a future meeting for the CAC membership.

**IX. Upcoming Meetings**

**A. Policy Committee – May 11, 2012 1:30pm (Council Chambers)**

**B. Technical Advisory Committee – May 23, 2012 at 10:00am (McCloskey Room)**

**C. Citizens Advisory Committee – May 23, 2012 at 6:30pm (McCloskey Room)**

**Adjournment (~8:04 PM)**

*These minutes were \_\_\_\_\_ by the CAC at their regular meeting held on May 23, 2012.  
(SR: 5/23/2012)*

MEMORANDUM



To: BMCMPO Technical and Citizens Advisory Committees  
From: Scott Robinson, Long Range/Transportation Manager  
Date: May 16, 2012  
Re: CAC Accessibility and Universal Design Policy Statement

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**Background:**

The Citizens Advisory Committee (CAC) drafted an Accessibility and Universal Design Policy Statement over the course of several months. The Policy Statement was approved by the Citizens Advisory Committee on June 22, 2011, but since has been reviewed by the Technical Advisory Committee (TAC) and revised by the CAC ADA Subcommittee based on various suggestions by both committees. The most recent round of revisions has addressed language concerns over the use of Universal Design. A revised Policy Statement with all editorial changes highlighted is included for review and consideration by both the TAC and CAC. The Policy Statement calls for its adoption by the Policy Committee.

**Recommendation Requested**

The Technical and Citizens Advisory Committees are requested to make a recommendation to the Policy Committee for their consideration as a BMCMPO Policy.

# DRAFT Accessibility and **Universal Design Principles** Policy Statement

Developed by the BMCPO Citizens Advisory Committee  
Approved by the CAC 6/22/11  
Revised 04/26/12 (revisions are ~~struck through~~ or underlined)

## Introduction

The Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is responsible for federally funded transportation projects within the urbanized area. The BMCMPPO adopted a Complete Streets Policy to ensure transportation corridors accommodate all users, including people with disabilities. In July 2010, the Director of the BMCMPPO signed a proclamation of recommitment to full implementation of the Americans with Disabilities Act (ADA).

These directives of the BMCMPPO ensure that all transportation planning activities will strive to achieve accessibility for persons with disabilities by:

- i. Using direct access approaches to participation, information dissemination, and thoroughfare design and implementation for all people regardless of their abilities, mobility, age, and other physical characteristics; and
- ii. Using other approaches to further augment direct access approaches through the use of assistive technologies.

Therefore, the Citizens Advisory Committee of the BMCMPPO adopts the following recommendations and strategies to further enhance the policy directives already established:

- i. Proactively seek direction on transportation investments from citizens with disabilities such that any investment can improve their ability to travel within the BMCMPPO area.
  1. Designate disability advocates or local mobility experts to be on the project stakeholder list for federally funded projects (Complete Streets Policy – Sections II.B.6 & 7; TIP Call For Projects Form – section III.7); and
  2. Specify clear, concise, and realistic performance measures, measurable outcomes, and key milestones in relation to issues of accessibility and **fully integrated user universal design principles**<sup>1</sup> for federally funded transportation projects (Complete Streets Policy – Section II.B.4 & 5; TIP call For Projects Form – Section III, items 2 and 3).
- ii. Encourage participation on BMCMPPO committees and subcommittees by citizens with disabilities.
  1. Annually invite local organizations representing persons with disabilities to serve on the Citizens Advisory Committee; and
  2. Explore the possibility to have disability ~~interests~~ experts or persons with credentials represented on other BMCMPPO Committees, including but not limited to the Technical Advisory Committee and the Transportation Enhancement Selection Committee.
- iii. Hold regular educational trainings for BMCMPPO members organized by staff on best practices of accessibility, ADA compliance, and universal design for public spaces and thoroughfares.
- iv. Require adoption of ADA Transition Plans (Plans) for BMCMPPO local member agencies.

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<sup>1</sup> As defined by BMCMPPO as the **Center for Universal Design** based at North Carolina State University: “The design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.” This includes the Designs shall be guided by the following seven principles of universal design: equitable use; flexibility in use; simple and intuitive use; perceptible information; tolerance for error; low physical effort; size and space for approach and use. More information is available at the Center for Universal Design – [http://www.ncsu.edu/project/design\\_projects/udi/](http://www.ncsu.edu/project/design_projects/udi/).

1. Plans will prioritize or target areas of need;
  2. Plans will benchmark performance measures;
  3. Plans will specify funding priorities, timelines, and other implementation actions;
  4. Plans will set indicators to measure progress;
  5. LPAs will be held accountable to their Plans through project selection for the TIP;
- v. Seek adoption of this policy by the Policy Committee.

MEMORANDUM



To: Technical Advisory Committee and Citizens Advisory Committee Members

From: Scott Robinson, Long Range/Transportation Manager

Date: May 16, 2012

Re: FY2011-2012 Unified Planning Work Program Amendment

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**Background and Relevance to the MPO**

The City of Bloomington has hired a firm to evaluate and make recommendations for on-street bicycle facilities. The scope of work includes evaluation of on-street facilities identified in the 2008 Bicycle and Pedestrian Transportation and Greenways System Plan as well as developing a best practice design guideline manual. All deliverables stand to benefit the City, Indiana University, the Town of Ellettsville, Monroe County, and Indiana Department of Transportation because several of the facilities are cross-jurisdictional and the design guidelines are applicable to use by all local public agencies. The City of Bloomington has retained the team of Burgess and Niple and Alta Planning and Design in August of 2011. Project deliverables are nearing completion and are expected by the end of June 2012.

**Funding and Budgets**

The total cost to complete the identified services is approximately \$325,000. The City of Bloomington seeks to leverage Unified Planning Work Program (UPWP) funds in order to help offset fiscal costs associated with this project such that local funds may be utilized to implement recommendations within the planning study. Implementation for many projects includes pavement markings, signage, and other safety improvements. These can be quickly implemented at relatively low costs compared to other capital improvement projects. The City of Bloomington seeks \$75,000, which is only a portion of the total project cost, to help offset overall costs and is cognizant of many other needs within the UPWP.

The BMCMPPO is expected to have a significant amount of unspent federal planning funds at the end of this fiscal year. Staff anticipates approximately \$200,000 of federal planning funds will remain unspent by June 30, 2012. Historically, the BMCMPPO has never utilized all UPWP funds and the annual surplus varies from year to year. The surpluses are typically due to staff vacancies, project delays or timing issues, and some additional carry over funds (e.g. roll-over) from prior UPWP contracts. It should be noted that only a small percentage of the BMCMPPO's unspent federal planning funds can be carried over to future years; the rest is redistributed back to the State.

**FY2011-2012 Unified Planning Work Program**

In an effort to assist the City of Bloomington with a project that will ultimately benefit the BMCMPPO and the area's local public agencies while at the same time drawing down surplus funds that would otherwise be lost, staff is proposing that the FY2011-2012 Unified Planning Work Program (UPWP) be amended to include this project.

The following language would be added to "Element 302 – Short Range Alternative Transportation Studies and Activities" (p. 22)

***(C) Bloomington Community Bicycle Facilities Study***

*A bicycle facility study will target innovative and cost effective improvements to the roadway network in order to improve safety and target locations most suited to bicycle modes of transportation. The scope of work includes: conceptual design and planning level cost estimates for 27 on-street bicycle facilities; construction designs and estimates for two bicycle boulevards; Bloomington Bicycle Facility Design Guidelines; staff workshops/trainings; and a public education and awareness presentation will be*

## Bloomington/Monroe County Metropolitan Planning Organization

completed. This study will provide BMCMPO members the opportunity to utilize the Design Guidelines and any specific facility as examples to apply towards other roadway projects. It also will be a beneficial resource for local public agencies and INDOT to use when working on projects identified as Complete Street Compliant per the BMCMPO Complete Streets Policy.

**Responsible Agency End Product(s):**

- (1) MPO Staff, City of Bloomington, and a private consultant will coordinate on the Bloomington Community Bicycle Facilities Study.
  - (a) Project deliverables: conceptual designs, construction designs, design guidelines, workshops, and a community presentation.

As illustrated below, the corresponding table for Element 302 (p. 22) would be updated to show that an additional \$75,000 (\$60,000 federal; \$15,000 local) is being added to Element 302. These funds would be taken from Element 201, Long Range Transportation Plan, since a consultant will not be retained until FY 2013-2014 and funds would be available. The current balance of Element 201 has approximately \$90,000 remaining (~\$72,000 federal; ~\$18,000 local) for Fiscal Year 2011-2012. Minimal expenditures will occur for Element 201 by the end of this Fiscal Year. MPO staff time for interviewing and retaining a consultant for the Long Range Transportation Plan are the only anticipated costs.

302					
Task		Responsible Agency	FY 2011	FY 2012	Total Cost
<b>(A) Coordinated Human Services Public Transit Plan</b>					
	Program Administration	MPO	\$1,500.00	\$1,500.00	\$3,000.00
<b>(B) Bicycle Pedestrian Safety and Project Coordination</b>					
	Bike Pedestrian Outreach	MPO	\$8,200.00	\$8,200.00	\$16,400.00
	BBPSC Meetings	MPO			
<b>(C) Bloomington Community Bicycle Facilities Study</b>					
	Project Deliverables	Consultant	\$0.00	\$75,000.00	\$75,000.00
<b>TOTAL</b>			<b>\$9,700.00</b>	<b>\$84,700.00</b>	<b>\$94,400.00</b>

Recommendation Requested

The Technical Advisory Committee and Citizens Advisory Committee are requested to make a recommendation to the Policy Committee on the proposed amendment to the FY2011-2012 Unified Planning Work Program. The amendment would add “Bloomington Community Bicycle Facilities Study” as a project eligible for reimbursement. This project would be funded from funds diverted from the 2035 Long Range Transportation Plan project.