



Monday, February 17, 2014
5:30 – 7:00 p.m.
Hooker Conference Room, City Hall

AGENDA

- I. Call to Order and Introductions
- II. Approval of Minutes:
 - a. December 16, 2013
- II. Public Comments
- III. Communications from Committee Members
- IV. Old Business
- V. New Business
 - a. Election of officers for 2014
 - b. ADA Transition Plan
 - c. Events & Marketing Plan
- VI. Reports from Staff
 - a. Downtown Intersection Project
 - b. Bloomington Bikes Month
 - c. New BPSC Grant Program
 - d. Bicycle Instructor Corps
 - e. Development review update
- VII. Topics suggestions for future agendas
- VIII. Upcoming Meetings
 - a. BPSC Regular Session - Monday, March 17th, 2014, 5:30 - 7:00 pm, Hooker Room at City Hall
 - b. Monroe County Active Transportation Board – Monday, February 24, 2014, 5:00 – 6:30 p.m., 501 N. Morton St, Suite 106A, North Showers Building

Adjournment

MINUTES
BIKE AND PEDESTRIAN SAFETY COMMISSION
12-16-2013

INTRODUCTIONS

Members: Present: Mitch Rice, Jim Rosenbarger, Paul Ash, Mitch Rice,
Anne Holahan, Betty Rose Nagle

Ex-Officio: Vince Caristo- Planning
Laurel Waters - Public Works
Roy Aten - City of Bloomington Engineering

Citizen: Eoban Binder - Citizen
Jim Williams - Park Ridge East Neighborhood Association

APPROVAL OF MINUTES

Vince asked that under Walk Friendly Community Report Card the sentence "this is hosted by should be Pedestrian Bicycle Information, the PBIC. The City applied in June of 2013, rather than 2012.

Rose Nagle moved to approve the minutes. The motion passed. Minutes were approved with the above changes.

PUBLIC COMMENT

Jim Williams stated Summer House Inn is closed. Building #1 is coming down. Mr. Williams stated he is in the process of preparing a simple, yes or no, neighborhood survey with five or six questions on safety, traffic, and property values. He stated he is trying to keep the survey to one page.

Mr. Williams asked that the Commission put on the agenda for their work session a discussion of stop signs and crosswalks on private business property, particularly in shopping areas and malls. He explained a recent incident that happened to him in the Eastland Plaza when a young man went through the stop sign and cross walk at 20 or 25 mph. as he was crossing. He stated when he talked to this young man at his place of employment they made it clear to him that stop signs and cross walks did not mean anything because this was private property and unenforceable. He felt if this was the case it is a serious problem, and felt there needs to be clarification for all parties involved.

Rice stated he has heard the same explanation, that the stop signs are not enforceable. He stated the stop signs in Eastland Plaza are not listed in City Code.

Aten, City Engineering, explained there is a provision in the State Administrative Code where owners of stop signs on private property are allowed to have those signs codified if they choose, but it has to be the actual owner that goes to the municipality and asked that their signs be codified. The City cannot force City rules on them because it is private property.

Rice wondered where they would get the signs. Aten stated any sign company can supply them.

Eoban Binder stated he was unhappy that the B-Line Trail has not been kept free of ice and snow. He stated it seems there might be a once over, but then it continues snowing and it gets packed down into ice and is not salted, and if its salted it is usually just a narrow strip. During snowy weather it is really not possible to use the B-Line Trail to get to a destination. It is not a reliable piece of transportation infrastructure.

COMMISSION MEMBER COMMENTS

Rice stated he was amazed they had gotten out and plowed the B-Line Trail right away, weather or not they were able to get back and clear it later, maybe not. The clearing of the Streets was also running behind. Rice was not sure there was an easy solution other than sticking with it, like the City trucks go to the hills first. Maybe the B-Line could be prioritized.

Jim Rosenbarger stated he received an e-mail photo from the Elm Heights Neighborhood where a sidewalk on Jordan had been buried by the snow plow. The sidewalks are treacherous which will force people to walk in the street. He felt the City needs to put out a public relations announcement warning that people may be walking in the streets and to be aware and honor it.

Holahan added that Atwater was hit or miss around campus.

Rice stated he gets a newsletter from his neighborhood that made a suggestions that they get a group of young people out to shovel. However, from what he sees it is mostly the older residents out shoveling. Rice felt there needs to be education and/or enforcement.

There was more discussion about the problems the weather has caused to sidewalks. There is an ordinance that states residents must shovel the sidewalk within 24 hours of the end of the snow falling.

Anne wondered if on the weekends there is City personnel designated to shovel the sidewalks downtown.

Aten stated for the roads, city crews are out, and they hit the trails. As for sidewalks, it is up to the businesses to clear snow. Aten added he did not believe there was an

enforcement officer out on the weekends. The enforcement falls under HAND (Housing and Neighborhood Development).

Anne asked if there is a number of complaints the City has received in the last week or so. Roy stated those go to HAND and they are logged, as well as how many warnings and citations have been given out. Anne asked if that information could be brought to the next meeting.

Rose Nagle stated walking around Elm Heights, Atwater, Woodlawn, she was surprised the walks weren't clear. She was wearing yak tracks, otherwise, it would have been bad.

DEPARTMENT UPDATES

PLANNING

1) Transition to Planning Department

Vince stated that starting in January the Commission would be primarily staffed by the Planning Department, which it previously has been staffed by the Public Works Department. The reason for the change is the City has been moving toward a more planning oriented approach to transportation. This will involve the Commission more effectively; and also, to move forward in delivering education and outreach programs. It is good for Planning to have this group play an advisory function, and would like to develop the commission more as a public resource for education on these issues. This does intersect with the official duties of the commission. There will be a budget for the Commission through the Planning Department to help facilitate this education outreach.

2) 2014 Agenda & Topics

Vince stated each meeting will have topics in 3 major areas. The first is infrastructure development. All new transportation projects are originating in the transportation and traffic engineer's office. Regular updates will be provided on project and policy areas. education outreach will also be a regular part of the agenda, as well as development and review. Other important general areas for the Commission are transportation policy regarding street design and project selection, and using the Commission as a public forum. The 2014 Agenda & Topics handout was reviewed with the Commission by Vince.

Vince explained the move from the work sessions being a default on the first Monday of every month to having them scheduled by the Commission as needed. The thought was if they are optional it would free up time for Commission members to do outside work on specific projects.

Jim added that getting out into the community to look at specific sights can be an alternative to being in here for a work session.

Vince asked the Commission let him know which of topics under Core Meeting Agenda areas most interest the Commission, or if there are topics and functions not listed to let him know.

3) Moore's Pike Office Building

Vince explained this is a project on the eastside on Moore's Pike. This is near the movie theatre and retirement community.

Vince explained the project is a PUD with its own zoning rules attached to its development. This is proposed to be a medical office building with 12,000 square foot and 75 parking spaces. In the original proposal from 10 years ago it was negotiated with the original developer to include a walking connection across the property to the shopping center that is directly to the north. Because of this negotiation, when the retirement community was developed a couple of years ago, they provided a stub connection to connect to a trail that would go through this property to connect to the shopping center to the north. This will include a sidewalk that is already there across the front of the property. The question for the Commissioners is the walking connection across the southern part of the property. The current developer does not want to build it and it is not a requirement in the City code.

Jim asked if it was in the original PUD. Vince stated it was. Jim felt that the PUD would trump code. Vince stated for whatever reason, Planning cannot require them to put in the connector; however, past approvals have demonstrated this is something the community wants.

There was discussion about the proposed sidewalk or trail. The Commission encouraged the developer to put in a more direct path or sidewalk. It will also join more than just the proposed building but also the residents in the area.

Vince stated he would write a memo for the Plan Commission meeting set for February.

4) Bloomington Co-Housing

Vince explained Mark Cornett is the Architect for this project. This is a group of people who have purchased the land between Short Street and Maxwell. The area is currently zoned single family and they are proposing to rezone the property to allow them to build a co-housing concept. The concept is smaller houses, condo ownership, shared parking rather than parking for every building with walking paths to the buildings. There will be a larger shared common house building and shared open space rather than yards for every home. The project is being done on a tight budget. One of the public improvements the City has asked for is to connect Short Street to the west. The request is for emergency access, fire and police would like to have quicker access to the property. Vince stated Planning had been considering an alley connection instead of a full street width, something 10 to 12 feet wide that could provide emergency access, but without the expense of a full road layout.

After discussion, the Commission recommended the connector be more alley like with no sidewalks on either side.

5) Terrible Horrible Ride

Vince stated the 3rd Annual Terrible Horrible Ride that will take place on January 25, 2014. Vince added there were event sponsorships added to the budget. Vince asked if the BPSC wanted to be involved with some type of give away or safety device. Vince explained this year there will be two routes, a short route and a longer route. Jim wondered if an invitation should go out to pedestrians as well. Vince agreed that was a good idea.

The Commission stated they would like to sponsor the hot chocolate. Vince stated the route will be published this year.

Vince explained there will be a call for volunteers put on the Volunteer Network. Vince asked if any members were interested in being a ride marshal, or helping with set up to let him or Jacqui Bauer know.

ENGINEERING - NONE

POLICE - NONE

OLD BUSINESS - NONE

NEW BUSINESS - NONE

Vince announced the next regular meeting is February 17, 2014. Vince also announced that some of the Commission members appointments are up and for those individuals who want to be reappointed to get in touch with the Clerks' office.

Mitch Rice adjourned the meeting at 6:48.

to be approved

Date: 2/12/12

To: BPSC

From: Vince Caristo, Bicycle and Pedestrian Coordinator

RE: ADA Transition Plan

Background

As part of the City of Bloomington's ongoing effort to comply with the requirements and intent of the Americans with Disabilities Act (ADA), the City is seeking public input on a draft version of an update to its ADA Transition Plan. The City of Bloomington prepared its first ADA Transition Plan in 1990 and has updated it several times since then.

The ADA requires public agencies with more than 50 employees to maintain an up-to-date Transition Plan, which should survey accessibility barriers in programs and services and provide a plan to remove them. Title II of the ADA prohibits state and local governments from discriminating against people on the basis of their disability and from excluding people from participation in programs, services or activities because of their disability.

Public Input

Residents have the opportunity to provide input on the draft ADA Transition Plan until Feb. 28. Feedback will be incorporated into the final document which is planned for City Council approval in spring or summer of this year.

Staff has presented and discussed the plan with the Bloomington Council for Community Accessibility (CCA) and the Monroe County Coalition for Accessibility and Mobility (MCCAM).

Copies are available for review at the Monroe County Public Library and the City Planning Department. An online version is also available at:
http://bloomington.in.gov/documents/viewDocument.php?document_id=8142

Request: Comments and discussion on the City's draft ADA Transition Plan.



CITY OF BLOOMINGTON

ADA TRANSITION PLAN



Adopted:
XXXX XX, XXXX

Prepared by:
City of Bloomington Staff

2014 UPDATE



401 N Morton Street
PO Box 100
Bloomington, IN 47404

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INTRODUCTION

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990, and amended effective January 1, 2009. Title II of the ADA prohibits state and local governments from discriminating against people on the basis of their disability and from excluding people from participation in programs, services or activities because of their disability.

Title II requires local governments to prepare Transition Plans. The City of Bloomington prepared its first ADA Transition Plan in 1990 and has updated it several times since then. Our goal is to ensure program accessibility for people with disabilities in our community by meeting or exceeding the requirements of the ADA. Periodic updates help us evaluate how well we are achieving that goal.



The City of Bloomington has designated the Bloomington Human Rights Director as the ADA Coordinator. The ADA Coordinator manages the City's efforts to comply with Title II of the ADA and to communicate with local businesses their responsibilities to comply with Title III of the ADA. The ADA Coordinator is responsible for investigating any grievances filed with the City alleging violations of the ADA.

Title II of the ADA requires local governments to maintain a Transition Plan.

ADA STANDARDS AND GUIDELINES

The City is committed to ensuring that all of its new facilities and all of its renovations, including buildings, parks, trails and sidewalks, comply with the ADA.

In 2011, the City's Board of Public Works passed Resolution 2011-99, adopting the Public Right of Way Accessibility Guidelines (PROWAG) as the standards to follow for evaluation, design and construction of infrastructure in the public right of way (see Appendix A for a copy of the resolution). The City will comply with PROWAG in all future projects and renovations.



The City understands that its obligation under the ADA is an evolving one that changes as the ADA, technology and community needs change. The City is committed to meeting or exceeding its obligations now and in the future.

SELF-EVALUATION

Evaluation of Physical Facilities

In the spring of 2012, Indiana University students, using a survey form designed by the City’s Council for Community Accessibility and the City’s ADA Coordinator, surveyed City-owned structures to determine if they are in compliance with the ADA. Their survey results were reviewed by City staff. The following section documents the results of this effort.

Parking

Table 1. Assessment of City-owned Parking Facilities.

Type	Location	Assessment	Status
Parking Lot	E 6th St & N Lincoln St	compliant	compliant
Parking Lot	W 4th St & N Washington St	insufficient number of access aisles	corrected – compliant
Parking Lot	E 4th St & N Dunn St	compliant	compliant
Garage	300 N. Morton St. (‘Morton St Garage’)	compliant	compliant
Garage	W 7th St & N Walnut St (‘Walnut St Garage’)	compliant	compliant
Garage	W 4th St & N College Ave (‘4 th St Garage’)	compliant	compliant

Buildings

Table 2. Assessment of City-owned Buildings.

Name	Location	Assessment	Status	Notes
Allison-Jukebox Community Center	349 S Washington St	survey noted problems with entrances	corrected - compliant	
Animal Shelter	3410 S Walnut St	survey noted problems with accessible parking and threshold at entrance	corrected - compliant	



Name	Location	Assessment	Status	Notes
Banneker Center	930 W 7th St	survey noted problems with signs directing people to accessible entrance and accessible restroom	corrected – compliant	
Bloomington Fire Department Station 2	210 S Yancy Ln	survey noted problem with accessible parking	corrected - compliant	
Bloomington Fire Department Station 4	2201 E 3rd St	survey noted lack of accessible parking spaces, but Station 4 provides no public parking and thus ADA requirements for public parking do not apply. Restroom is not ADA-compliant.	not compliant	facility is not frequently used for public events and thus renovation of restroom is not the highest priority
Bloomington Fire Department Downtown	300 E 4th St	survey noted problems with accessible parking spaces, but downtown fire department provides no public parking and thus ADA requirements for public parking do not apply.	compliant	
Bloomington Police Department	220 E 3rd St	First floor was made accessible when building was renovated, including counter heights, restrooms, public entrance, etc. Basement is not accessible but is not used frequently by the public, and employees who work in the basement meet with members of the public on first floor as necessary.	corrected – compliant	Central Dispatch, currently located in the basement of this building, will be moving to the joint Transit/Central Dispatch building currently planned to be completed in 2014, and that facility will be fully ADA-compliant.
Cascades Golf Course Clubhouse	3550 N Kinser Pike	survey noted problems with accessible parking, counter height, signs and size of accessible stall in men’s restroom	corrected – compliant	All problems corrected.



Name	Location	Assessment	Status	Notes
Frank Southern Ice Arena	1965 S Henderson St	survey noted problems with accessible parking	corrected - compliant	Interior of facility needs to be surveyed when building is open.
Showers City Hall	401 N Morton St	compliant	compliant	
Twin Lakes Recreation Center	1700 W Bloomfield Rd	survey noted problems with accessible parking and with Braille signs in elevator	corrected - compliant	

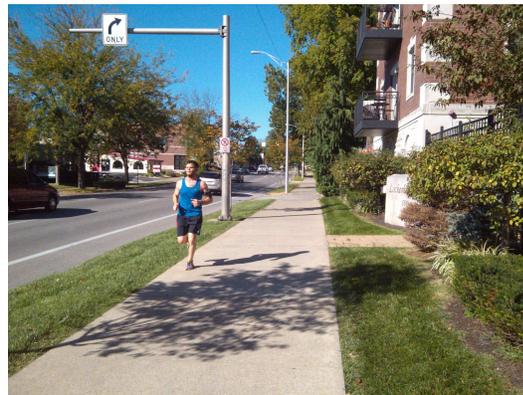
Evaluation of Public Rights of Way

Between 2007 and 2009, City of Bloomington Public Works staff surveyed every City-owned sidewalk and curb cut to evaluate compliance with ADA design standards and overall accessibility to persons with disabilities.

Accessibility Assessment Criteria

Ten assessment criteria were developed to include all the necessary elements to successfully represent the pedestrian’s need for accessible and usable facilities. Every sidewalk segment, including curb ramps, was assessed in each area, and given a composite score according to the weights shown in Table 3.

A detailed description of the criteria and scoring system is found in Appendix C.



Sidewalks and curb ramps were rated on their overall accessibility on a scale from A to C.



Table 3. Sidewalk Segment Assessment Criteria and Weights.

Element	Criteria	Weight
Sidewalks	Grade	5
	Cross-slope	30
	Surface Condition	20
	Sidewalk Heave	10
	Pathway Obstacles	10
Curb Ramps	Street elevation	5
	Slope	5
	Cross-slope	5
	Transition Area	5
	Detectable Warning	5
Maximum Points per Segment		100

Accessibility Assessment Results

In total, 179 miles of sidewalk were assessed as part of this inventory. Each sidewalk segment was assigned an accessibility grade – A, B, or C - based on the total number of points it was awarded during the field assessment.

Table 4. Accessibility Grades for Sidewalk Segments.

Accessibility Grade	Segment Score
C	<= 50
B	50 to 70
A	> 70

The point range for each accessibility grade, shown in Table 4, was determined by City Engineering staff to represent an overall assessment of a sidewalk segment’s accessibility and usability to persons with disabilities. Segments with accessibility grade ‘A’ were determined to have very few or zero barriers to accessibility. Segments with accessibility grade ‘B’ were determined to have some barriers to accessibility. Segments with accessibility grade ‘C’ were determined to have significant barriers to accessibility.

The results of the sidewalk assessment are shown in Table 5, and provide an overall picture of the assessment of City-owned sidewalks and curb ramps.



Table 5. Accessibility Grade of City-owned Sidewalk Segments.

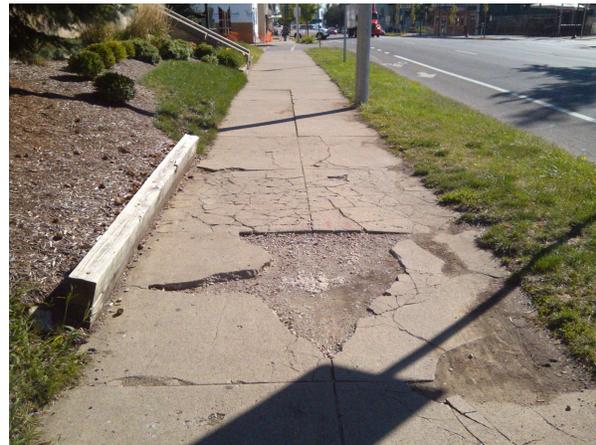
Accessibility Grade	Miles of Sidewalks and Curb Ramps	Percent of Total
C	1.36	0.76%
B	14.22	7.94%
A	163.42	91.30%
Total Miles	179.00	100.00%

IMPLEMENTATION PLAN

The City of Bloomington uses many different strategies to remove barriers to accessibility in the public-right-of-way. This includes identifying and repairing barriers as identified by our sidewalk and curb ramp assessments, responding to citizen complaints, and removing barriers as part of new construction or resurfacing projects.

Prioritizing Sidewalk Segments for Improvement

Existing sidewalk segments are prioritized for improvement based on a combination of its accessibility grade, as assessed by City Engineering staff, and its location, as determined by its proximity to certain types of land uses. The original ADA, enacted in 1990, specifies that locations serving government facilities and commercial areas be prioritized over any other areas for the removal of accessibility barriers. Therefore, sidewalk locations with a poor accessibility grade that serve government locations will be the highest priority for improvement.



The ADA specifies that locations serving government facilities given priority.

For the purposes of this plan, government facilities are defined as buildings and land owned by the City of Bloomington or the Monroe County Community School Corporation. This includes parks, schools, parking facilities, and buildings. Commercial areas are defined as parcels with a commercial zoning designation, as identified by the City of Bloomington’s Unified Development Ordinance (UDO). Parcels of land that do not meet either of these criteria are the lowest priority. A map of the prioritization of land uses in the City of Bloomington is provided in Appendix E.



Each sidewalk segment is given a priority ranking – ‘High’, ‘Medium’, or ‘Low’ - based on the combination of its accessibility grade and location, as shown in Table 6.

Table 6. Priority Ranking of City-owned Sidewalk Segments based on Accessibility Grade and Location.

		Location		
		1	2	3
Accessibility Grade		Serves a government facility	Serves commercial areas	Serves other areas
	C	1C	2C	3C
B	1B	2B	3B	
A	1A	2A	3A	

Priority Ranking		
High	Medium	Low

The results of the priority ranking are shown in Table 6, which shows the number of miles of city-owned sidewalks falling into each category of priority for improvement.

Table 7. Priority of Improvement of City-Owned Sidewalk Segments

Priority Ranking	Miles of Sidewalk	Percent of Total
High	3.21	1.79%
Medium	90.29	50.44%
Low	85.50	47.77%
Total Miles	179.00	100%



Estimated Costs

The City of Bloomington estimates the cost of sidewalk reconstruction at \$18 to \$34 per linear foot of sidewalk, and \$1500 to \$2500 for the total replacement of a curb ramp. The cost to upgrade sidewalks with a ‘Low’ priority is assumed to be marginal, and do not add to the total cost estimate provided in Table 7. These estimates include materials and labor costs, and are subject to variations and fluctuation in each.

Table 8. Cost Estimate of Accessibility Improvements

Priority Ranking	Total Estimated Cost of Improvement
High	\$440,668
Medium	\$12,395,011
Low	-
Total Cost	\$16,835,679

Funding Sources

A variety of local, state, and federal sources of funding are available to remove the access barriers identified in this Transition Plan. These include, but are not limited to: General Funds, TIF Funds, Alternative Transportation Funds, CDBG, Surface Transportation Funds (STP), and Transportation Alternatives (TA).

Modifications and New Construction

Since 1995, the City of Bloomington has included pedestrian facilities in all of its public improvements, with few exceptions. For new construction projects, the City adheres to the Public Right of Way Accessibility Guidelines (PROWAG) for all pedestrian facilities included in our projects. In 2011, the Bloomington Board of Public Works formally adopted the PROWAG as our design standard at the request of the Engineering Department.



Curb ramps are upgraded in coordination with annual street repaving.



Improvements to the right-of-way such as repaving (mill and fill, overlay, etc.), traffic signal modernization, sidewalk improvements and repairs, et. al., require the City to update pedestrian facilities to meet ADA specifications. Therefore, the City's policy for paving operations is to update curb ramps at intersections with public streets and public alleys where sidewalks exist to the maximum extent feasible.

For traffic signal modernization projects, the City's policy, in addition to bringing existing curb ramps into compliance with ADA, is to include signal equipment such as pedestrian signal heads, audible pedestrian signals, pushbuttons and other features specified in PROWAG to the maximum extent feasible.

Yearly Schedule

Accessibility improvements will be achieved each year in coordination with the construction of capital facilities, street repaving projects, and traffic signal modernizations. In 2014, it's estimated that 510 curb ramps will be upgraded to meet accessibility requirements.

PUBLIC INPUT

The City provided the following opportunities for individuals and community organizations to comment on this Transition Plan:

- Public notice of a 30-day comment period via a City press release
- Document made available on the City's website
- Document made available at the Monroe County Public Library
- Presentation and comment period to the City of Bloomington Bicycle and Pedestrian Safety Commission on XX/YY/2014
- Presentation and comment period to the City of Bloomington Council for Community Accessibility on XX/YY/2014
- Presentation and comment period to the Monroe County Coalition for Accessibility and Mobility on XX/YY/2014
- Presentation and adoption by City Council on XX/YY/2014

SUCCESS STORIES

Since 1989, the City has been fortunate to enjoy the contributions of the Council for Community Accessibility, an advisory board. The CCA works with the City's ADA Coordinator to inform businesses about accessibility issues and awards decals to businesses that are accessible. The following key accomplishments highlight the work of the City and the CCA:



- The CCA worked with both the City and the Bloomington/Monroe County Convention Center to make sure that accessibility issues are featured on their websites.
- The CCA worked with the ADA Coordinator to create a Special Needs Dispatch Registry. Currently, more than 100 people with disabilities have voluntarily registered with the program. When these individuals call 911, information about their disabilities and emergency contacts show up on Central Dispatch’s computer screen. Such information could be life-saving.
- The CCA, working with the ADA Coordinator, has surveyed hundreds of local businesses, letting them know if their premises were not fully accessible and awarding decals to businesses that are accessible.
- The City’s Human Resources Department has established innovative, employee-friendly policies and management practices. These policies and practices encourage the recruitment and employment of people with disabilities. Supervisors are trained on their need to provide reasonable accommodations upon request and to comply with all aspects of the ADA.
- The City installed equipment in the Council Chambers to help people with hearing impairments hear discussions at public meetings.
- The City installed an ATM in City Hall that complies with the 2012 ADA regulations.
- In the past 4 years, an average of 3 traffic signals have been modernized each year, including the upgrading of associated curb ramps.
- In 2013, the City added 11 new on-street accessible parking spaces in the downtown area.
- In 2013, the City upgraded more than 45 curb ramps in coordination with street repaving projects.



APPENDIX A: PROWAG Resolution

**RESOLUTION 2011-99
BOARD OF PUBLIC WORKS
Accessibility Guidelines**

Whereas, the City of Bloomington is updating the ADA Transition Plan; and

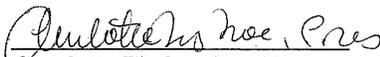
Whereas, to complete the revision, public infrastructure must be evaluated against criteria to determine compliance and barriers; and

Whereas, the United States Access Board has provided Public Right Of Way Accessibility Guidelines specific to pedestrian circulation in public rights of way (hereafter, PROWAG); and

Whereas, the Federal Highway Administration has identified PROWAG as best practices for accessible design for public rights of way.

Now, Therefore, Be it resolved that the Board of Public Works adopts the PROWAG for evaluation, design, and construction of infrastructure in the public right of way.

BOARD OF PUBLIC WORKS


Charlotte Zietlow, President


James McNamara


Dr. Frank N. Hrisomalos

Date: 9/27/11



APPENDIX B: ADA Grievance Procedure

The Americans with Disabilities Act requires that public entities such as the City of Bloomington that employ 50 or more people adopt and publish grievance procedures providing for prompt and equitable resolutions of grievances alleging any action that could be prohibited by Title II. The City of Bloomington’s grievance procedure is described below. Anyone who believes he or she has been denied access to a City facility, program or service because of his or her disability may file a grievance. Anyone who is representing a person with a disability, as a parent, guardian, attorney or advocate, may do so as well.

Step One: Filing a Grievance

You or your representative should fill out an ADA complaint form as completely as possible. The form should be filed in writing with the ADA Coordinator within 60 days of the alleged discriminatory act. Upon request, reasonable accommodations will be provided in completing the form, or alternative formats of the form will be provided. You may obtain a copy of the form by calling 812-349-3429 (voice), by calling 812-349-3458 (TDD), by e-mailing human.rights@bloomington.in.gov or by going to <http://bloomington.in.gov/accessible>. The form explains the filing procedures.

Step Two: Conducting an Investigation

The City’s ADA Coordinator will notify you that she has received your complaint within two business days of receiving it. She will begin her investigation into the merits of the complaint within five business days of receiving it. If necessary, she or an authorized representative may contact you to get more details about your complaint. If you do not want to be contacted, please indicate that on the complaint form.

If your complaint alleges misconduct on the part of the ADA Coordinator, the Mayor will appoint another individual to investigate the merits of your complaint.

Step Three: Decision

After full consideration of the merits of the complaint, the ADA Coordinator or other authorized individual will prepare a written decision. A copy of the decision will be mailed to you within three business days of completion.



Step Four: Appealing the Decision

If you are dissatisfied with the ADA Coordinator’s written decision, you may file a written appeal with the Mayor’s Office within 20 business days from the date the decision was mailed. Your appeal must include an explanation of why you are dissatisfied with the written decision, and must be signed by you or by someone authorized to sign on your behalf. The Mayor’s Office will notify you that it has received your appeal within two business days of receiving the appeal. The Mayor’s Office, working with appropriate City staff, will decide the appeal within 20 business days of receiving it. A copy of the written decision on the appeal will be sent to you within three business days of completion.

Any City employee involved with processing or investigating ADA complaints will maintain the confidentiality of all files and records relating to the complaint, unless disclosure is authorized by the complainant or required by law. Any retaliation or intimidation used to discourage a complainant from filing a complaint or to punish a complainant for filing a complaint is prohibited and should be reported immediately to the ADA Coordinator and/or the Mayor’s Office, as appropriate.



APPENDIX C: Sidewalk and Curb Ramp Evaluation Criteria

The City of Bloomington maintains an inventory and assessment of its sidewalks including information on the location of various deficiencies.

Criteria is developed to provide a systematic approach that includes all the necessary elements to successfully represent the pedestrian's needs for that of a safe and accessible sidewalk with relation to grade, cross-slope, ramps, obstacles, drainage, etc.

I ASSESSMENT CRITERIA

Criteria is established on a rating scale that in total would equate to 100 points with a higher rating to indicated a better sidewalk in comparison to other sidewalks.

a. Grade (**5 POINTS Possible**):

Grade is the measured elevation change (percent) that is measured along the longitudinal (lengthwise) traverse of the sidewalk as witnessed from its steepest location. The City of Bloomington has many inclines that will influence this criteria with no solution for correction, however this criteria is to factor weight toward improving sidewalks that have excessive or difficult grades as they are by natural grade difficult to transverse for those with disabilities.

- 05 Points – Longitudinal grade does not exceed 2% at steepest location
- 04 Points – Longitudinal grade does not exceed 4% at steepest location
- 03 Points – Longitudinal grade does not exceed 6% at steepest location
- 02 Points – Longitudinal grade does not exceed 8% at steepest location
- 01 Points – Longitudinal grade does not exceed 10% at steepest location
- 00 Points – Longitudinal grade exceeds 10% at steepest location

b. Cross-Slope (**30 POINTS Possible**):

Cross-slope is the measured grade (percent) across the width of the sidewalk as witnessed at its steepest location. Cross-slope is designed for 2% cross-slope toward street for positive drainage away from private property and to prevent ponding.

- 30 Points – Cross-slope grade does not exceed 2% at steepest location toward street
- 28 Points – Cross-slope grade does not exceed 2% at steepest location toward property line
- 26 Points – Cross-slope grade does not exceed 3% at steepest location toward street



-
- 24 Points – Cross-slope grade does not exceed 3% at steepest location toward property line
 - 22 Points – Cross-slope grade does not exceed 4% at steepest location toward street
 - 20 Points – Cross-slope grade does not exceed 4% at steepest location toward property line
 - 18 Points – Cross-slope grade does not exceed 5% at steepest location toward street
 - 16 Points – Cross-slope grade does not exceed 5% at steepest location toward property line
 - 14 Points – Cross-slope grade does not exceed 6% at steepest location toward street
 - 12 Points – Cross-slope grade does not exceed 6% at steepest location toward property line
 - 10 Points – Cross-slope grade does not exceed 7% at steepest location toward street
 - 08 Points – Cross-slope grade does not exceed 7% at steepest location toward property line
 - 06 Points – Cross-slope grade does not exceed 8% at steepest location toward street
 - 04 Points – Cross-slope grade does not exceed 8% at steepest location toward property line
 - 02 Points – Cross-slope grade does not exceed 9% at steepest location toward street
 - 02 Points – Cross-slope grade does not exceed 9% at steepest location toward property line
 - 00 Points – Cross-slope grade exceeds 9%

c. Sidewalk Heave (vertical displacement) **(20 POINTS Possible):**

Sidewalk Heave is measured from the worst location of vertical displacement where a sidewalk has shifted from its initial point of installation (not from lack of accessible ramps or their wrongful installation which leaves a dropoff), which is typically due to tree root or other subsurface pressure as the primary cause.

- 20 Points – Vertical displacement does not exceed .5 inches
- 16 Points – Vertical displacement does not exceed 1 inch
- 12 Points – Vertical displacement does not exceed 1.5 inches
- 08 Points – Vertical displacement does not exceed 2 inches
- 04 Points – Vertical displacement does not exceed 2.5 inches
- 00 Points – Vertical displacement exceeds 2.5 inches



d. Sidewalk Walking Surface Condition (**10 Points Possible**):

Sidewalks walking surface should be free of surface defects, delamination and flaws that could cause problems the ability for pedestrians to use the sidewalk with the aid of walkers, wheelchairs, etc. to maintain traction and stability along a smooth surface during normal weather conditions.

10 Points – Surface is smooth, clean and free of defects with a broomed finish for traction and stability

08 Points – Surface shows normal wear while still maintaining a defect free broomed finish

06 Points – Surface show some cracking and wear while still maintaining a defect free finish

04 Points – Surface has cracks and small (.5 inch or less) fragments loose or missing from walking surface

02 Points – Surface has medium (1 inch or less) fragments loose or missing from walking surface

00 Points – Surface has large (exceeding 1 inch) fragments loose or missing from walking surface

e. Sidewalk Ramp Condition (Streets, Alleys, and Drives) (**25 POINTS - Possible of 5 Categories**):

Sidewalk ramps shall be installed at all street and alley intersections, and at both sides of a private or commercial drive. Ramps shall be evaluated individually for proper slope, grade, and transition (decision area) and exit to street elevation.

- Ramp Exit To Street Elevation (**5 POINTS**):

05 Points – Ramp exit to street elevation does not exceed .5 inches or no ramp is required

04 Points – Ramp exit to street elevation does not exceed 1 inch

03 Points – Ramp exit to street elevation does not exceed 1.5 inches

02 Points – Ramp exit to street elevation does not exceed 2 inches

00 Points – Ramp exit to street elevation exceeds 2 inches



- Slope To Street (**5 POINTS**):

05 Points – Ramp slope does not exceed 4% toward street exit
04 Points – Ramp slope does not exceed 5% toward street exit
03 Points – Ramp slope does not exceed 6% toward street exit
02 Points – Ramp slope does not exceed 7% toward street exit
00 Points – Ramp slope does exceed 7% toward street exit

- Grade – Cross-slope (**5 POINTS**):

05 Points – Ramp cross-slope does not exceed 2%
04 Points – Ramp cross-slope does not exceed 3%
03 Points – Ramp cross-slope does not exceed 4%
02 Points – Ramp cross-slope does not exceed 5%
00 Points – Ramp slope does exceed 5%

- Transition Area (**5 POINTS**):

05 Points – Sidewalk transition (decision) area allows for 48 inch clearance to continue travel along sidewalk without entering ramp area.
04 Points – Sidewalk transition (decision) area allows for 36 inch clearance to continue travel along sidewalk without entering ramp area.
00 Points – No sidewalk transition (decision) area

- Contrast Area with Tactile Dome (**5 POINTS**):

05 Points – Ramp contains 2 foot by 4 foot minimum area to provide for color contrast area and tactile dome
04 Points – Ramp contains 2 foot by 4 foot minimum area with color contrast area OR tactile dome area (not both)



f. **Pathway Obstacles (10 POINTS)**

Sidewalk obstacles can include trees, vegetation, signs, utility poles that minimize the clear passageway of pedestrians along the sidewalk route at any given point of less than 5 feet. While some sidewalks are only 4 feet in width, they shall be treated as obstructed and automatically devalued.

10 Points – Sidewalk is free from obstructions for entire 5 foot width and have vertical clearance of 8 feet

09 Points – Sidewalk is free from obstructions for entire 5 foot width but have vertical clearance of 7 feet

08 Points – Sidewalk is free from obstructions for 4 foot width and have vertical clearance of 8 feet

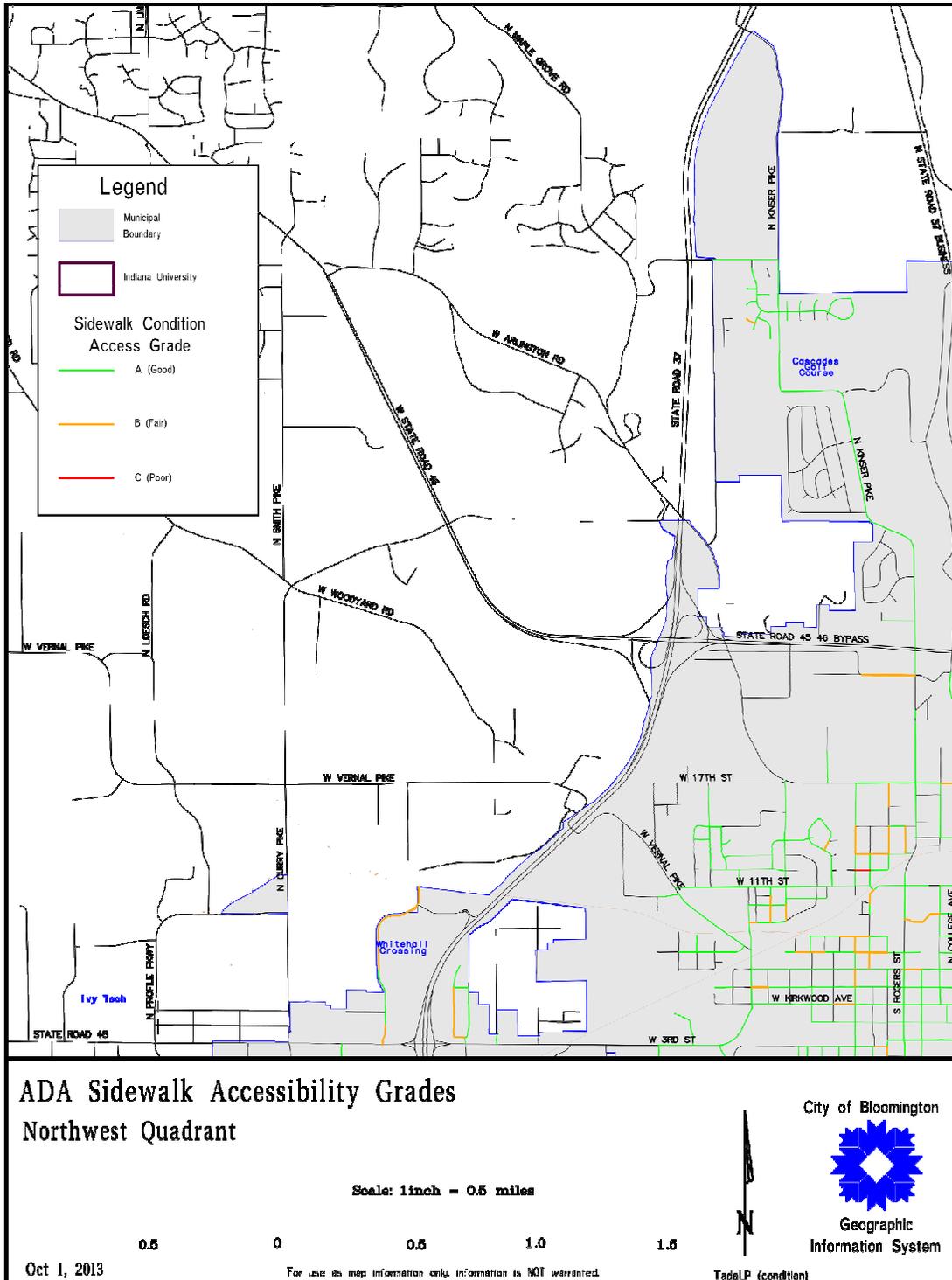
07 Points – Sidewalk is free from obstructions for 4 foot width but have vertical clearance of 7 feet

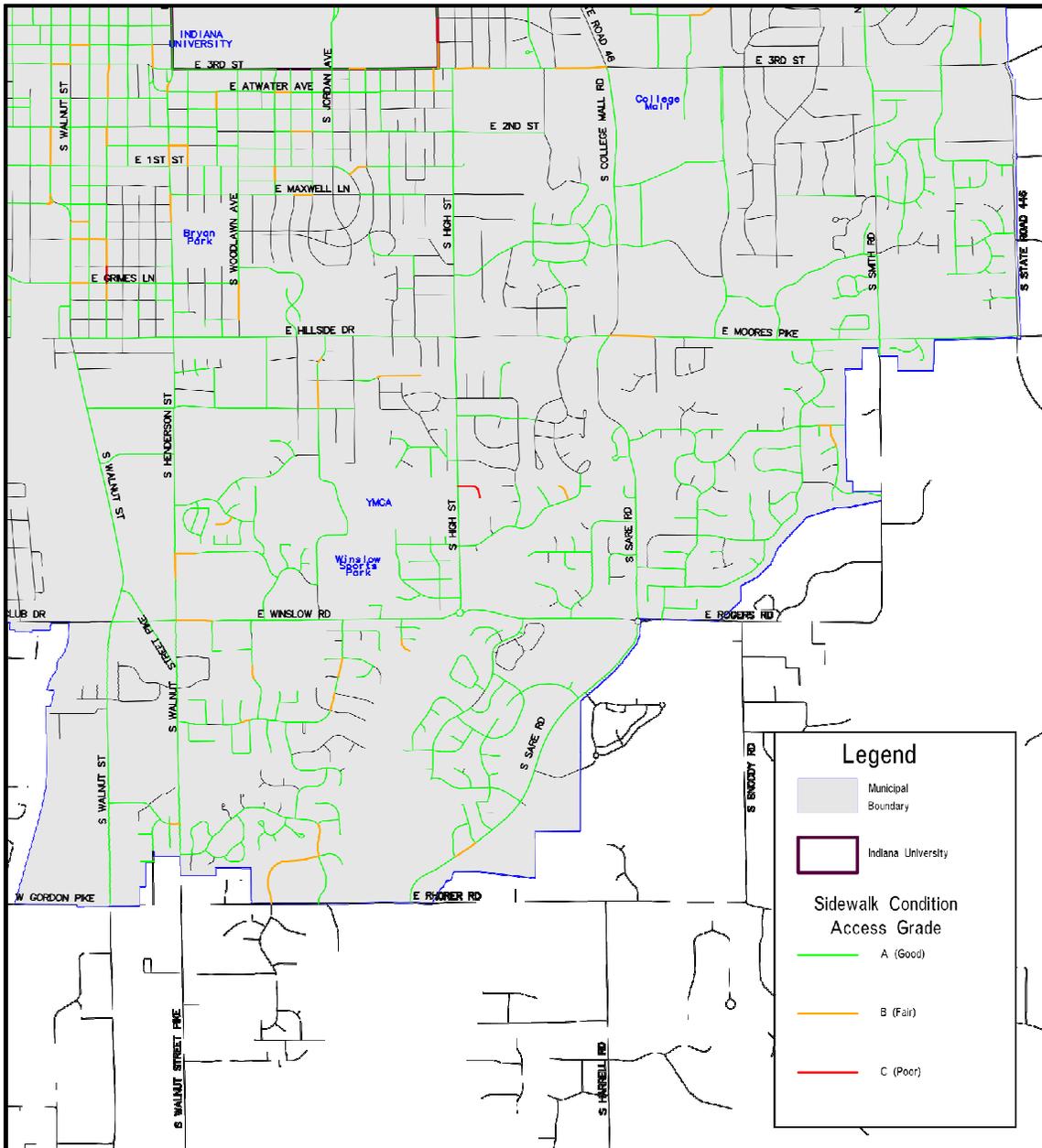
06 Points – Sidewalk is free from obstructions for 3 foot width and have vertical clearance of 8 feet

05 Points – Sidewalk is free from obstructions for 3 foot width but have vertical clearance of 7 feet



APPENDIX D: Sidewalk and Curb Ramp Evaluation Results





ADA Sidewalk Accessibility Grades
Southeast Quadrant

Scale: 1inch = 0.5 miles

0.5 0 0.5 1.0 1.5

Oct 1, 2013

For use as map information only, information is NOT warranted.

TadaLP (condition)



City of Bloomington

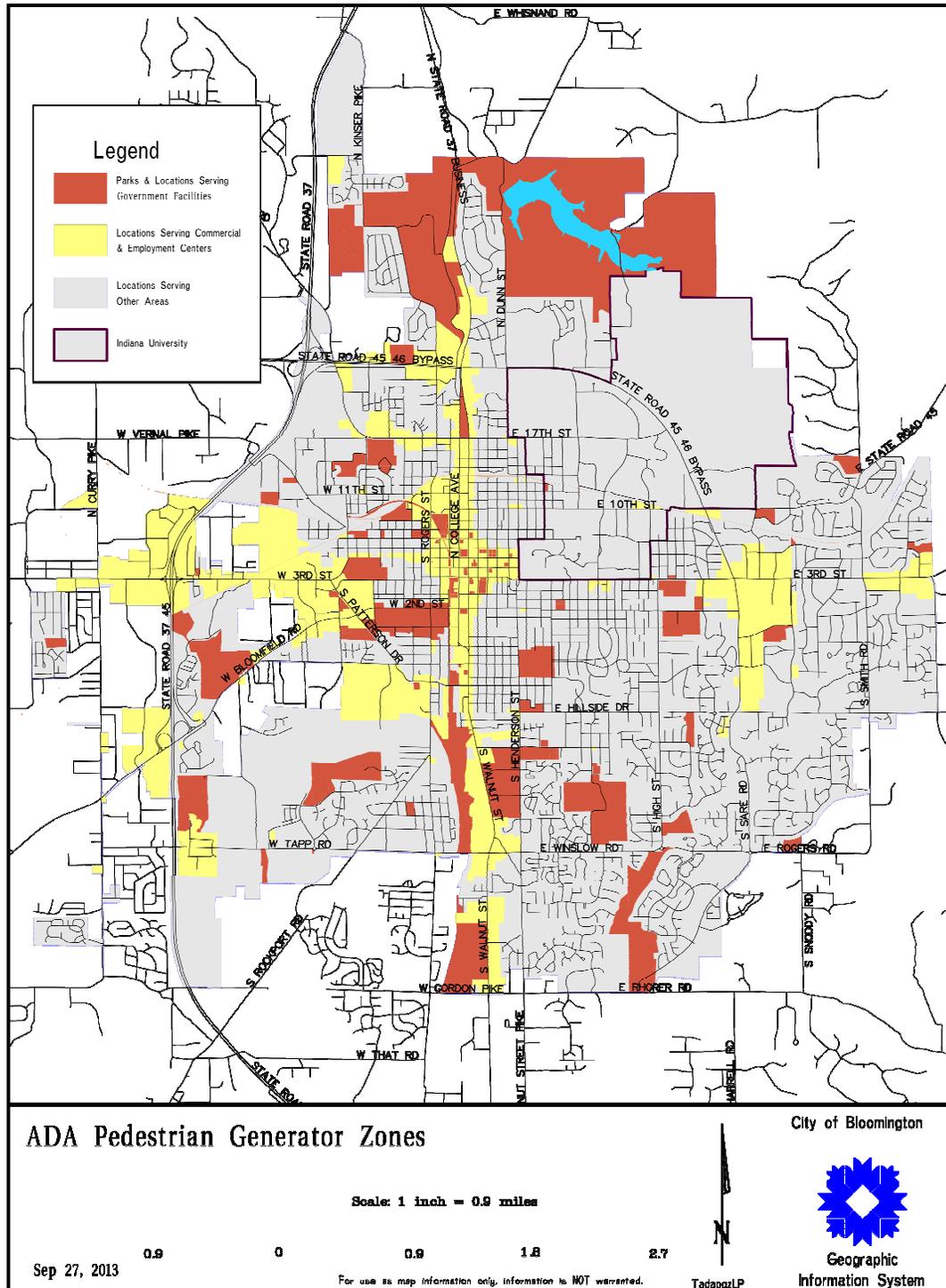


Geographic Information System

ADA Transition Plan
City of Bloomington



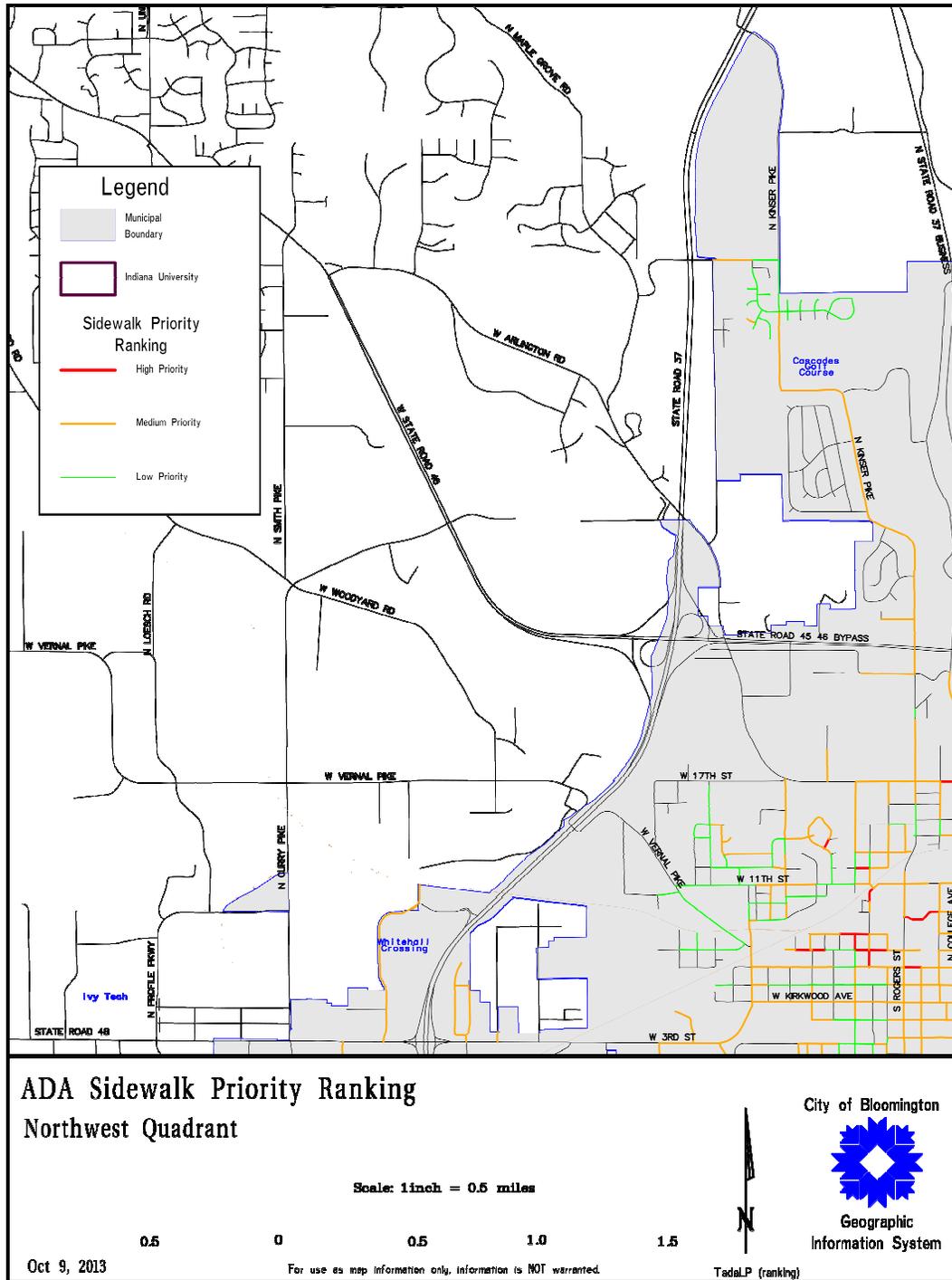
APPENDIX E: Prioritization of Land Uses

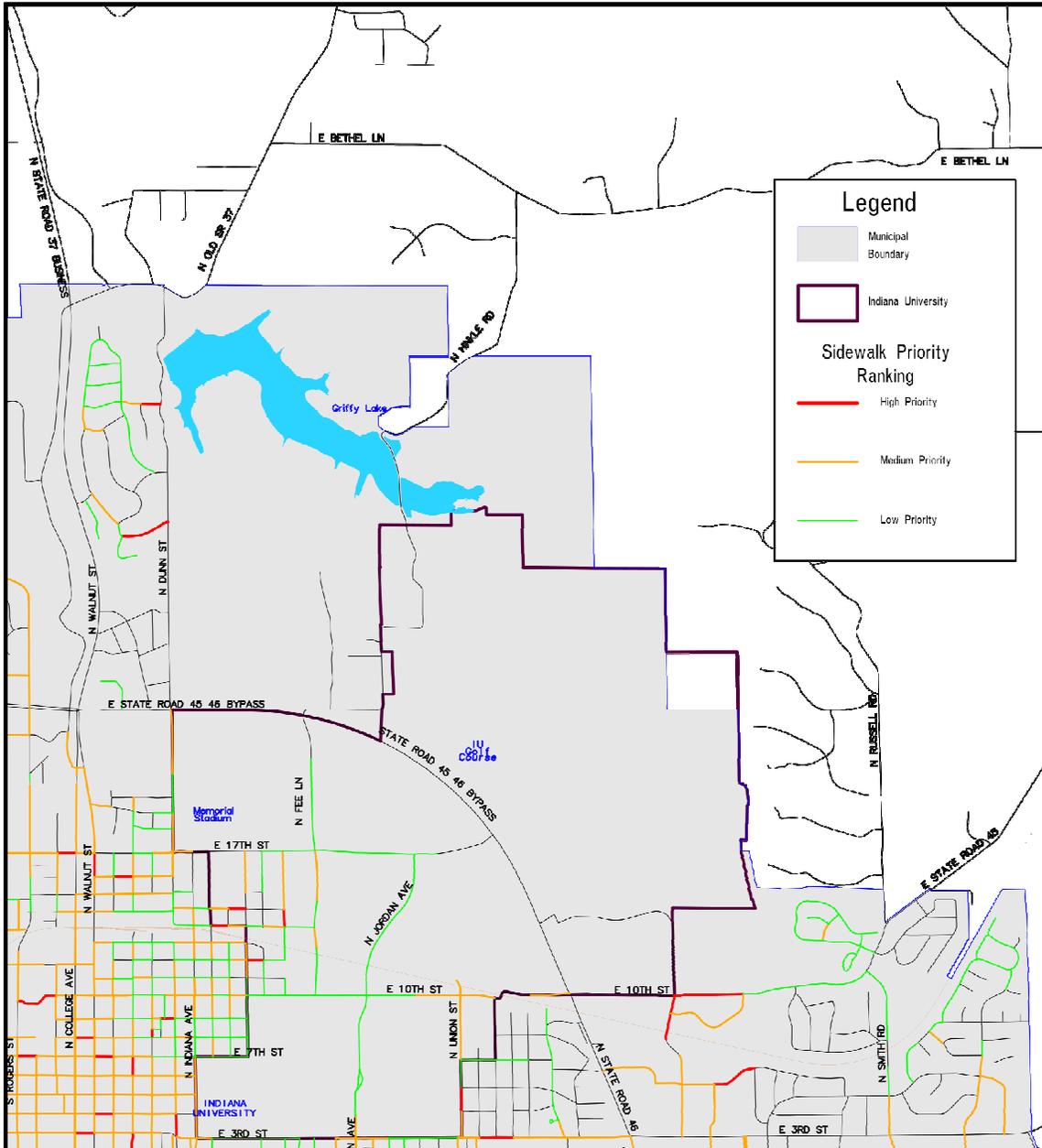


ADA Transition Plan City of Bloomington



APPENDIX F: Priority Ranking of City-owned Sidewalks





ADA Sidewalk Priority Ranking
Northeast Quadrant

Scale: 1 inch = 0.5 miles

0.5 0 0.5 1.0 1.5

Oct 9, 2013

For use as map information only, information is NOT warranted.

TadaLP (ranking)

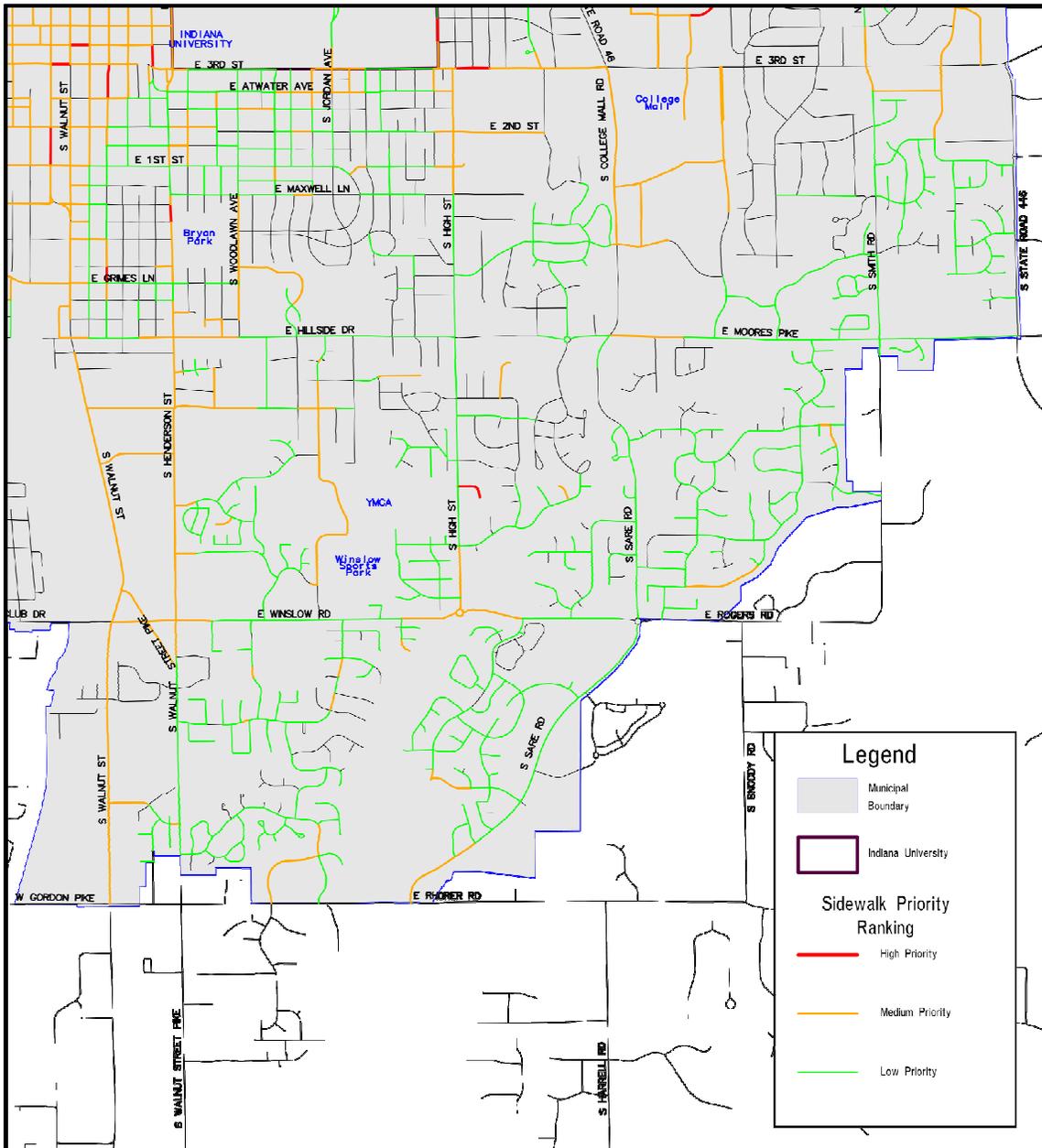


City of Bloomington



Geographic Information System

ADA Transition Plan
City of Bloomington



ADA Sidewalk Priority Ranking
Southeast Quadrant

Scale: 1inch = 0.5 miles

0.5 0 0.5 1.0 1.5

Oct 9, 2013

For use as map information only, information is NOT warranted.

TadaLP (ranking)

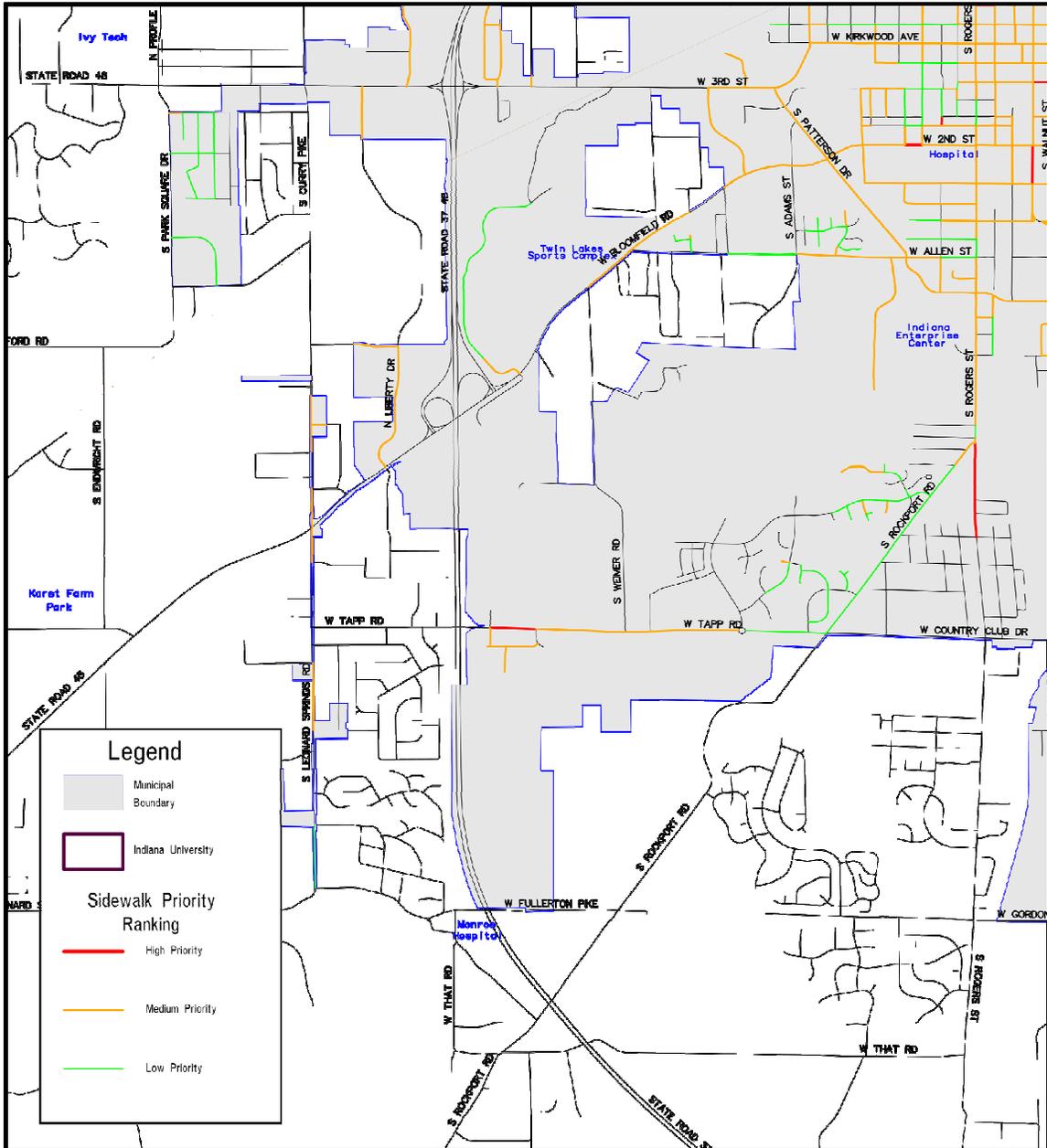


City of Bloomington



Geographic Information System

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**ADA Sidewalk Priority Ranking
Southwest Quadrant**

Scale: 1 inch = 0.5 miles

0.5 0 0.5 1.0 1.5

Oct 9, 2013

For use as map information only, information is NOT warranted.

TadaLP (ranking)



City of Bloomington



Geographic Information System

**ADA Transition Plan
City of Bloomington**

Date: 2/12/12

To: BPSC

From: Vince Caristo, Bicycle and Pedestrian Coordinator

RE: Events and Marketing Plan

Background

In recent years, there has been significant interest among Commission members and City staff in the areas of education, outreach, and promotion. Two of the duties given to the BPSC in 2.12.080 are 'to promote and encourage bicycling, walking, and running' and to 'foster and develop safety programs for cyclists, pedestrians, and runners'. From the perspective of Planning staff, the BPSC is well-positioned to perform these roles, and become the 'face' of many of the City's bike-ped education, outreach, and promotional activities.

Resources are available for some of these activities in the 2014 budget, and staff would like to have a strategic discussion on how to use them.

Education and Outreach

Over the years, staff and the BPSC have created a number of great educational resources for current and potential walkers and cyclists regarding laws, infrastructure, and safety advice. One of the most effective ways to get these resources into the hands of people who need them is to have a tabling presence at community events. Another way is to engage existing media and publications to cover key issues ('earned media'). Online tools represent another general method of education and outreach.

Tabling. The 2014 budget includes \$1900 to make one-time purchases of tabling 'infrastructure' such as a pop-up tent, table and cover, and flags. Staff will make these purchases in time for outdoor event opportunities in the spring of 2014. For the rest of the year, staff would like to work with the board to have a regular presence at some of the following events:

- **Bloomington Community Farmer's Market.** City Hall. Saturdays, 8 a.m. to 1 p.m., April 5 to November 29, 2014. (9 a.m. start October and November).
- **Indiana Bike Summit,** April 25 to 26, Bloomington-Monroe County Convention Center.
- **Bike to Work Day,** May 16th. (multiple opportunities)
- **IU Orientation.** August (dates, locations TBD).
- *Other opportunities as they become available.*

Earned Media. BPSC can also pursue 'earned media', or 'free media', strategies to convey education and outreach messages in 2014. This means using existing events and publications to cover key issues. Examples include:

- Press releases
- Radio public service announcements (PSA's) (i.e. WTTS, WBWB, WFHB, etc.)
- TV public service announcements (PSA's) – (i.e. CATS)
- Little-500 pre-race message

Online. Most of the City's educational resources are available on the City's website at www.bloomington.in.gov/bike and www.bloomington.in.gov/walk. Information specific to the BPSC is made available at www.bloomington.in.gov/bpsc. Information on riding and walking county-wide is available through sites such as www.monroeonthego.org, www.bloomingtonbicycleclub.org, and others. There is an opportunity to integrate the City's information and messages in a more unified and accessible way, and a portion of BPSC advertising resources might be used for this purpose.

Promotion

In the past several years, the City has regularly organized and sponsored bicycling events intended to encourage more bicycling and strengthen the bicycling community. These events have been generally successful in terms of participation and media coverage, despite never having had a budget for materials or promotion. Directing resources towards event promotion could help to expand participation in these events beyond the existing community of active participants.

The 2014 budget includes \$2,000 for advertising opportunities and event sponsorships. This could be used to promote local bicycling or walking events through 'paid media' outlets such as the newspaper, facebook, or radio. Example of events planned for the remainder of 2014 include:

- **Confident City Cycling Course.** April 15 – 29.
- **Bloomington Tweed Ride.** April 2014 (date TBD).
- **Bloomington Bikes Month Events:**
 - Safe & Sweat Free Bike Commuting. May 7.
 - Bike to School Day. May 7
 - Women's Ride. May 8
 - Bike-to-Work Day. May 16
 - Bloomingfoods Bike to Work Day Celebration. May 16
 - Art-by-Bike. May 26
- **Bloomington Bike Summit.** September or October 2014 (date TBD).
- *Other events to be developed or determined.*

Request: A strategic discussion on the types of education, outreach, and promotion for BPSC to focus time and budget resources in 2014.