



CITIZENS ADVISORY COMMITTEE

February 26, 2014, 6:30 – 8:00 pm

McCloskey Room (#135)

*Suggested
Time:*

6:30pm

- I. Call to Order and Introductions
- II. Approval of Minutes:
 - a. January 22, 2014
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
 - a. Project Updates
 - b. MTP Task Force
- V. Reports from MPO Staff
 - a. Quarterly Project Tracking Report

VI. Old Business

6:45 pm

- VII. New Business
 - a. Fiscal Year 2015 – 2016 Unified Planning Work Program Discussion

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

- IX. Upcoming Meetings
 - a. Policy Committee – March 7, 2014 at 1:30 p.m. (Council Chambers)
 - b. Technical Advisory Committee – March 26, 2014 at 10:00 a.m. (McCloskey Room)
 - c. Citizens Advisory Committee – March 26, 2014 at 6:30 p.m. (McCloskey Room)

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

~8:00 pm

Adjournment

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

Citizens Advisory Committee Meeting Minutes
January 22, 2014 McCloskey Conference 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 Department for reference.*

Attendance

Citizens Advisory Committee (Voting Members): Paul Ash, Elizabeth Cox-Ash, Jack Baker, Keith Williamson, Ken Campanella, Bill Milroy, James Reed, Sarah Ryterband, David Walter, Anita Douglas, David Sabbagh, Laurel Cornell, Mary Jane Hall, Ted Miller, Larry Jacobs, Steve Pritchard, Ross Dybuig, Glenn Carter, and Sarah Clevenger

Others in Attendance (including Non-Voting CAC Members): BJ Toole, Justin Stuehrenberg, Jim Ude, Lew May, Barbara Salisbury, Adrian Reid, Anna Dragovich, Josh Desmond, and Vince Caristo

I. Call to Order and Introductions (~6:30 PM)

II. Election of Officer

- a. **Chair** – The committee nominated and voted Laurel Cornell to the chair
- b. **Vice Chair** - The committee nominated and voted Sarah Ryterband to the vice-chair

III. Approval of Minutes

- a. **November 20, 2013** – Mr. Sabbagh motioned approval of the November minutes, Ms. Hall seconded, and the minutes were approved unanimously.

IV. Communications from the Chair - none

V. Reports from Officers and/or Committees

- a. **Project Updates** - none
- b. **MTP Task Force** – Mr. Desmond reported that the next meeting of the MTP Task Force will be on Monday, January 27. The task force will be talking the traffic demand model (TDM) with the consultant. Mr. Desmond explained that the TDM is intended to provide perspective on the transportation needs throughout the community. Mr. Desmond also mentioned that staff has begun working on the document and that public input is anticipated to open in the coming summer and fall.

VI. Reports from MPO Staff - none

VII. Old Business – none

VIII. New Business

- a. **TAP Awards*** - Mr. Desmond reported the outcome from the Transportation Alternatives Program (TAP) project selection committee. He explained that three applications were received. Two applications were projects that already exist and one is a new project. He reported that the TAP selection committee recommended approval of all project applications and that \$93,000 were not rewarded and will be rolled in to the next call for projects to happen in 2016. Ms. Ryterband asked if the committee thought this system could help choose projects. Mr. Caristo explained that some tweaks in the future could be

made. For example, the criteria currently favors projects with a history of high crash rates, which is a good thing, but factors such as health and aesthetic benefits are not represented. **Ms. Ryterband motioned to approve recommendations from the TAP Selection Committee, Mr. Baker seconded. The motion of approved.**

b. HSIP Awards* - Mr. Desmond explained that there is approximately two million dollars in HSIP funding to be awarded. Two projects applied for HSIP funding, the Dunn and Old SR 37 project already in the TIP and a new project for downtown Bloomington pedestrian accessibility improvements. Mr. Desmond explained that in order to fund both projects, the City of Bloomington has requested removal of their Sign Upgrades project to reallocate that funding to the Dunn & Old SR 37 project. **Mr. Baker motioned approval of the HSIP awards and Mr. Sabbagh seconded. The motion was approved.**

c. Transportation Improvement Program Amendment

(1) Add Bloomington Transit – Mobility Management*

Mr. May explained the Mobility Management project is a continuance of the project that currently exists in the TIP. He explained that a major component of this part of the project is consumer education whereby the public is educated on the various options available to move around the community. This project would also educate the public about their options with a new voucher program where people can receive assistance paying for taxi services within Monroe County and contiguous counties.

(2) Add INDOT – Surface Treatment of SR 446* - Mr. Ude explained that INDOT is requesting funding for a resurfacing project on both SR 446 and SR 46.

(3) Add INDOT – Surface Treatment of SR 46*

(4) Add City of Bloomington – Downtown Improvements*

Ms. Dragovich explained that amendments numbered 4 through 9 are to add or modify projects to the TIP with regard to the recent TAP and HSIP funding awards

(5) Modify City of Bloomington – Dunn & Old SR 37*

(6) Add City of Bloomington – 2015 Bikeways Implementation Projects*

(7) Modify Monroe County – Karst Farm Trail Phase 2a*

(8) Modify Monroe County – Karst Farm Trail Phase 3*

(9) Remove City of Bloomington – Sign Upgrades*

Ms. Ryterband motioned approval of the requested TIP amendments, Ms. Cox-Ash seconded. The motion was approved.

IX. Communications from Committee Members

X. Upcoming Meetings

- a. Policy Committee – February 7, 2014 at 1:30 pm (Council Chambers)**
- b. Technical Advisory Committee – February 26, 2014 at 10:00 am (McCloskey)**
- c. Citizens Advisory Committee – February 26, 2014 at 6:30 pm (McCloskey)**

XI. Topic Suggestions under Consideration for Future Discussion

Ms. Cox-Ash wanted to know if the MPO could work with a Rose-Hulman group on a project such as 10th Street or Rogers Street. Mr. Desmond explained that now is a good time to think about these opportunities with the development of a new work program. Ms.



Bloomington/Monroe County Metropolitan Planning Organization
Citizens Advisory Committee

Ryterband suggested that they could also study 2nd Street and Ms. Cox-Ash suggested looking at Fullerton Pike. Mr. Miller suggested east-west connectivity with regard to the Switchyard Park property.

Adjournment (~7:20 PM)

These minutes were _____ by the CAC at their regular meeting held on February 26, 2014.

DRAFT



Quarterly Project Tracking Report

2nd Quarter, Fiscal year 2014

January 15, 2014

Monroe County Projects

Fullerton Pike Phase 1 (DES # 0801059)

Project Manager: Bill Williams

Letting: July 2016

- Project scope revision has slightly delayed completion of the NEPA process, draft environmental assessment now anticipated for submission early 2014. Anticipating slightly reduced costs due to scope changes.

Karst Farm Trail Phase 1 (DES # 0600370)

Project Manager: Bill Williams

Letting: March 2014

- Right of way acquisition is complete and project is ready for construction.

Karst Farm Trail Phase 2a (DES # 0902263)

Project Manager: Bill Williams

Letting: April 2014

- Currently in right of way acquisition phase. Project was recently awarded Transportation Alternative Program (TAP) funding for preliminary engineering and right of way.

Karst Farm Trail Phase 3 (DES # 1382431)

Project Manager: Bill Williams

Letting: Not yet determined

- Project previously on hold pending TAP funding approval. Was awarded TAP funding February 2014.

Mt. Tabor Bridge Replacement over Jack's Defeat Creek (DES # 0801060)

Project Manager: Bill Williams

Letting: April 2015

- Project delayed due to wetland and forest mitigation required by permitting agencies. Roadway walls and environmental impacts have delayed project and increased project cost.

Bloomington Projects

University Court, Park Avenue Brick Restoration (DES # 0902258)

Project Manager: Adrian Reid

Letting: January 2014

- Project let in January 2014 and is now in construction phase.

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

Project Manager: Adrian Reid

Letting: April 2015

- Awarded MPO HSIP funding in February 2014. Anticipate construction in 2015.

17th & Arlington Rd. (DES # 0900216)

Project Manager: Adrian Reid

Letting: February 2014

- Stage 3 design is currently under review by INDOT. Right of way has been cleared and certified. Currently working on utility coordination to get them out of the way to get construction going for Spring 2014.

17th & Jordan Ave. (DES # 0901710)

Project Manager: Adrian Reid

Letting: February 2014

- Right of way acquisition is complete. As of quarterly tracking meeting in January, letting date was for February 2014. Since that time, the programming date was moved from 2014 to 2015 at the Policy Committee meeting in February 2014. Letting date will likely change as well.

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

Project Manager: Adrian Reid

Letting: February 2017

- Decided on intersection improvement over roundabout design. Have acquired right of way for nineteen parcels. Anticipating more construction money in 2018.

Sign Upgrades, Phase 2, Zones 5-8 (DES # 1006377)

Project Manager: Adrian Reid

Letting: December 10, 2014

- Letting date is anticipated and currently waiting on MPO HSIP selection process to be established. At Policy Committee in February 2014, this project was removed from the TIP and funding has been reassigned to the Old 37 & Dunn Project.

W. 2nd Street Study (DES # 1382427)

Project Manager: Justin Stuehrenberg

Letting: To Be Determined

- This project would be an early environmental and utility study where the traffic study portion would be performed in-house. No progress has been made to date.

Black Lumber Trail (DES # 1382429)

Project Manager: Dave Williams

Letting: November 2015

- Matching money was not approved in City's budget for 2014. Project is on hold until matching money can be secured.

Ellettsville Projects

Heritage Trail Phase 2 (DES # 1297579)

Project Manager: Connie Griffin

Letting: August 2014

- Ellettsville will be seeking Transportation Alternatives (TA) money for Phase 2 once a selection process is established.

Table 1 depicts the anticipated letting dates for all local projects in the TIP. Both University Court and 17th & Arlington projects have let since the writing of this report.

| Upcoming Project Lettings | |
|--------------------------------------|--------------------|
| Project Name | Letting Date |
| University Court Brick Restoration | January 2014 |
| 17th St. & Arlington Rd. Roundabout | February 2014 |
| Karst Farm Greenway Phase 1 | March 2014 |
| Ellettsville Heritage Trail Phase 2 | August 2014 |
| 17th St. & Jordan Ave. Intersection | December 2014 |
| Black Lumber Trail Spur | March 2015 |
| Old SR 37 & Dunn St. Intersection | April 2015 |
| Mt. Tabor Rd. Bridge | April 2015 |
| Karst Farm Greenway Phase 2a | April 2015 |
| Tapp Rd. & Rockport Rd. Intersection | February 2016 |
| Fullerton Pike Phase 1 | July 2016 |
| Karst Farm Greenway Phase 3 | Not yet Determined |
| W. 2nd Street Feasibility Study | Not Yet Determined |

Figure 1 illustrates projects costs as of the end of FY 2014 second quarter. Original program amount is the amount of funding associated with the project when it was first adopted in the TIP. Local match funding was calculated so long as it was associated with federal funding. Any funding that was awarded with the most recent HSIP and TAP selection processes have been included in this graph.

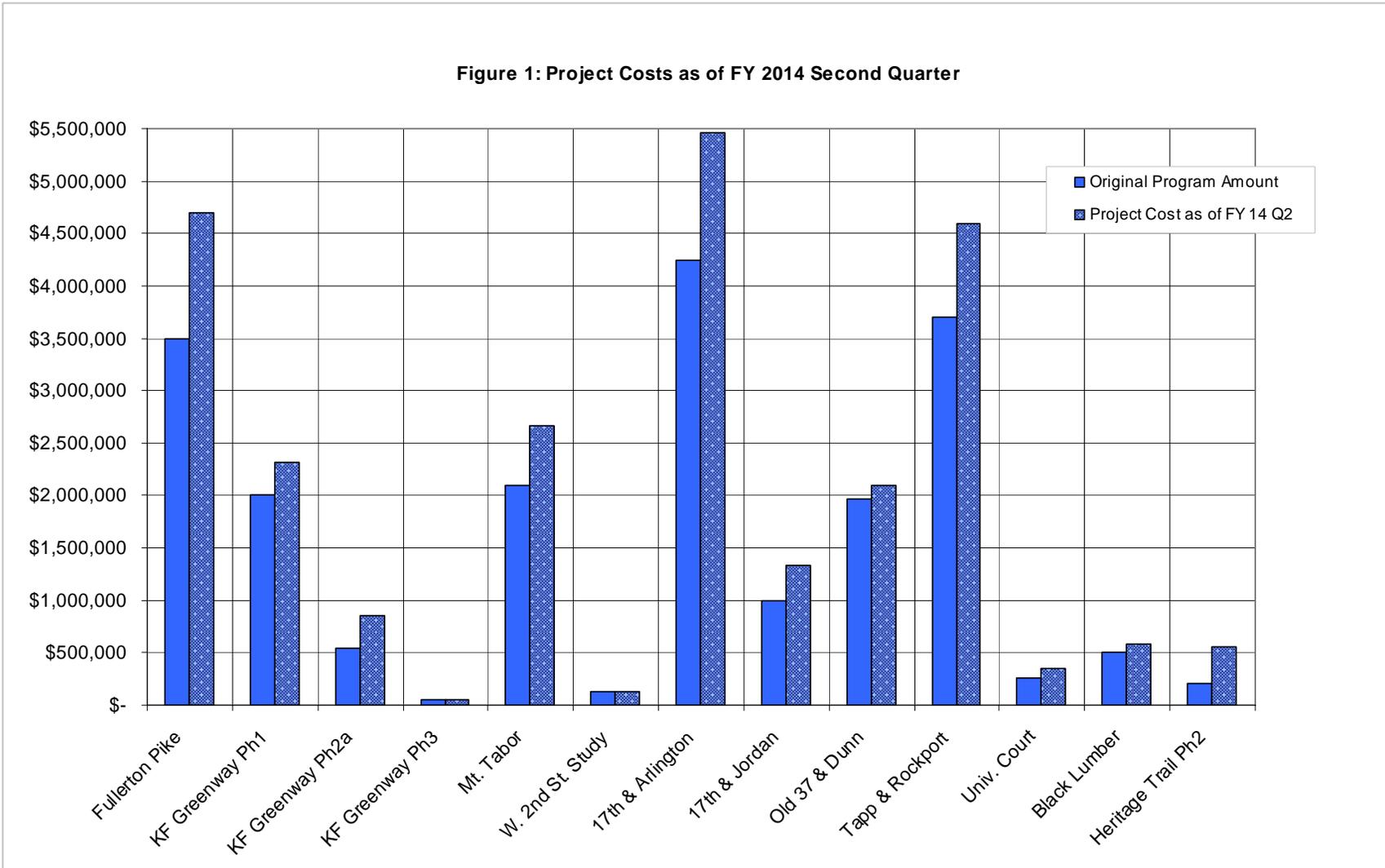
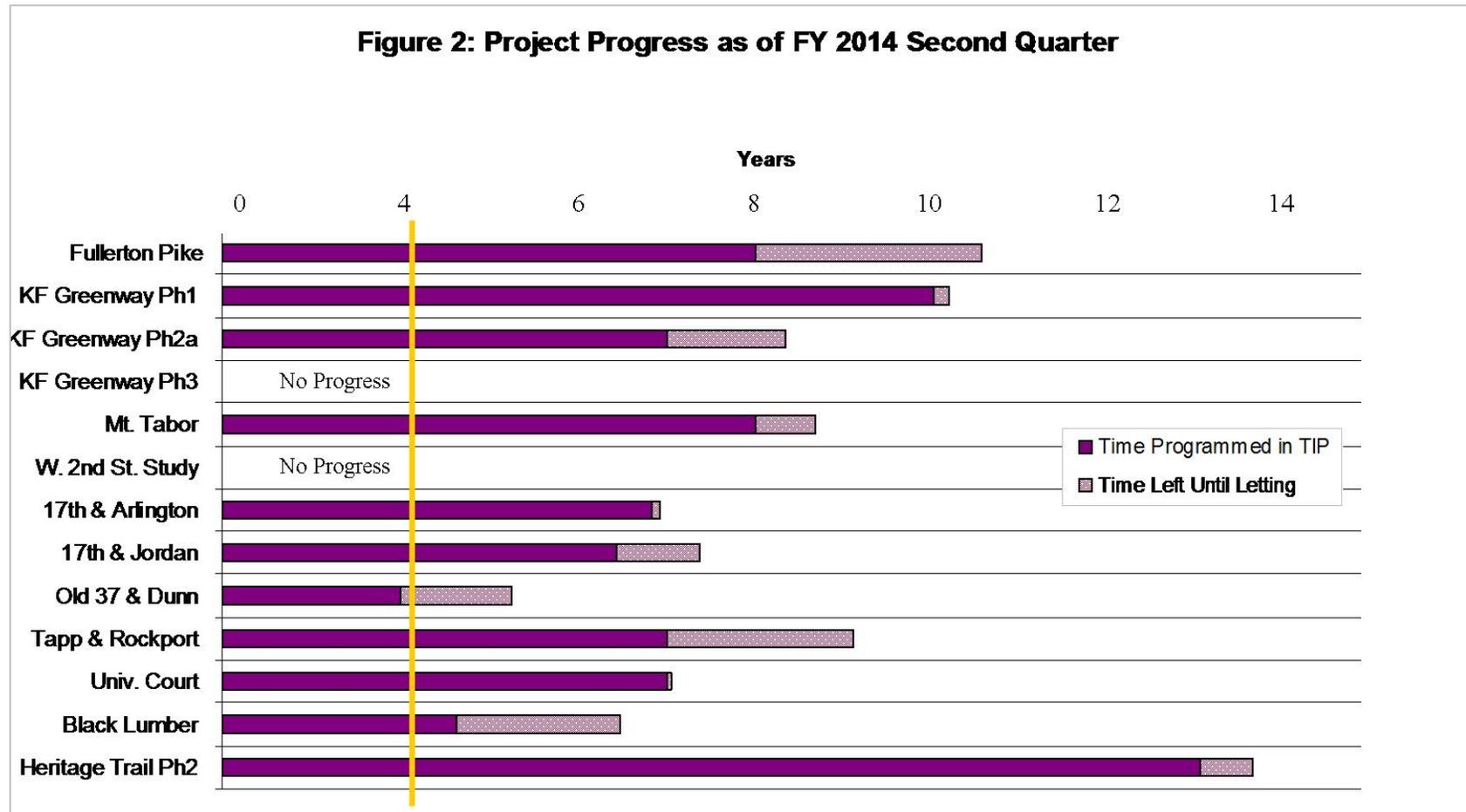


Figure 2 below illustrates project progress from initial adoption in to the TIP to the most recent quarterly tracking meeting. Ideally projects would get through the process from adoption into the TIP through construction in four years. The four year baseline is illustrated as the vertical yellow line. For many reasons, projects don't always make this deadline often to no fault of their own. Nonetheless, four years serves as a good baseline comparison. The lighter pink color illustrates the amount of time left until project letting, or project completion. Those anticipated to be let very soon includes Karst Farm Greenway Phase 1, 17th & Arlington Roundabout, University Court Brick Street Restoration and Ellettsville's Heritage Trail Phase 2.



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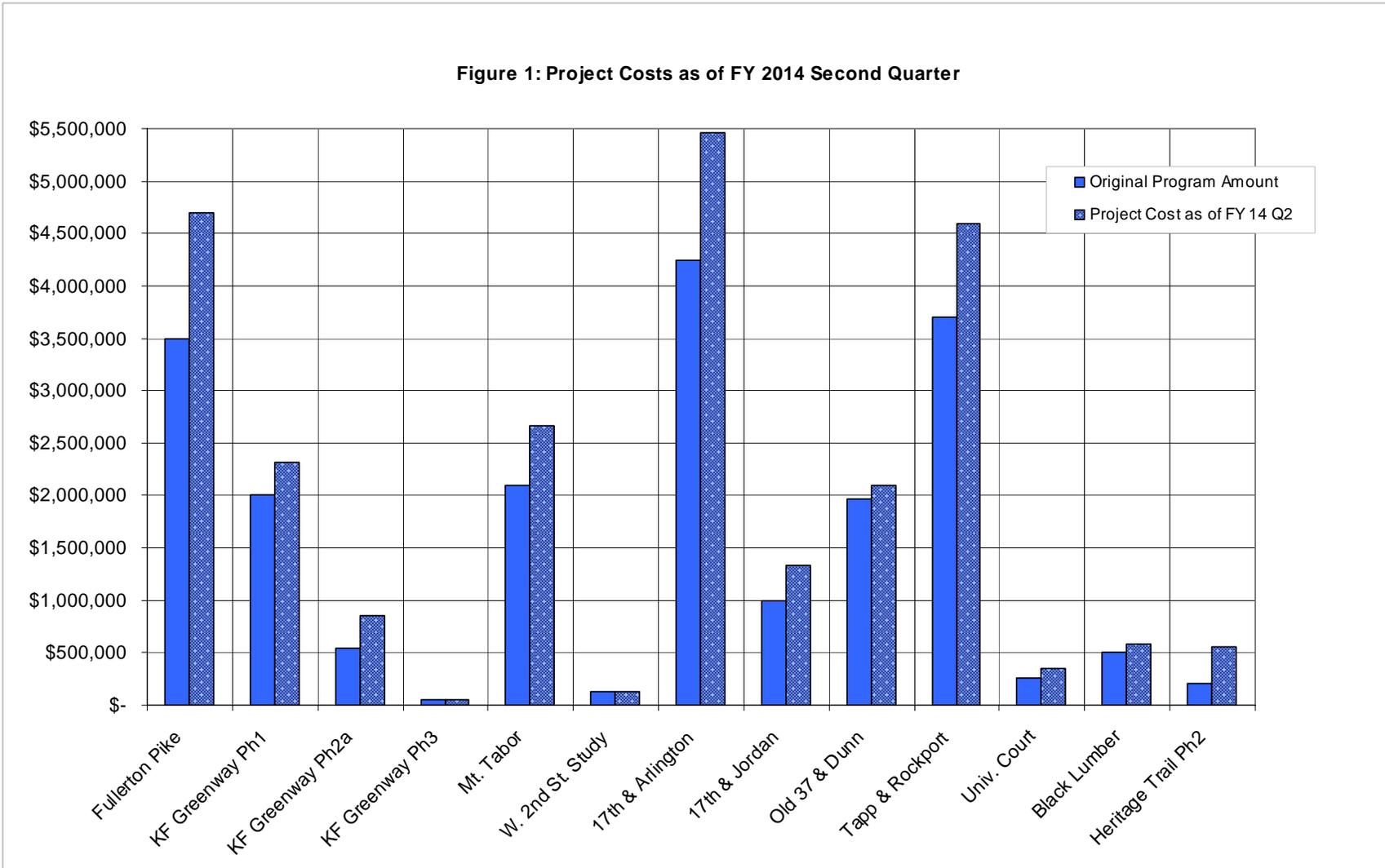
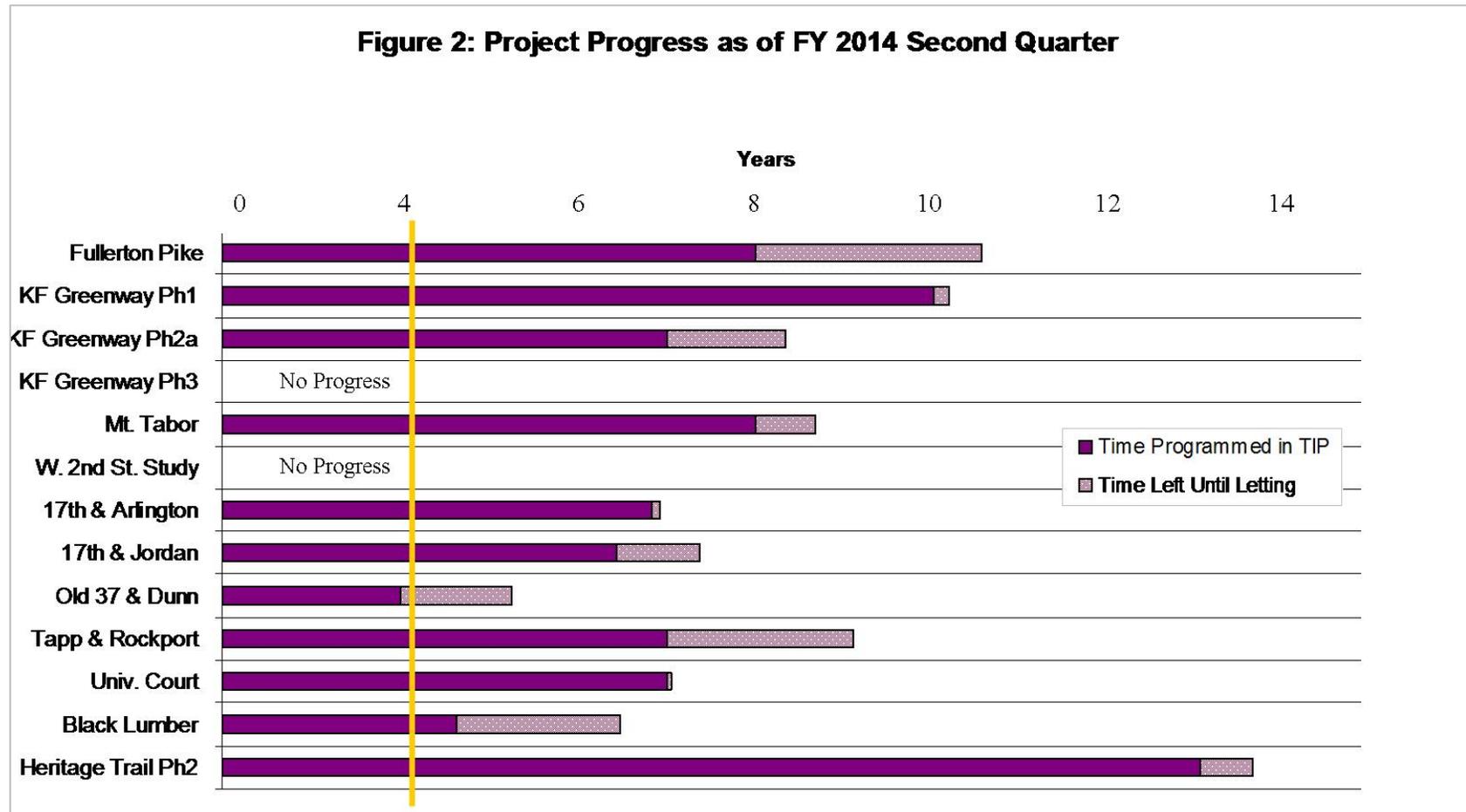


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MEMORANDUM



To: MPO TAC & CAC
From: Joshua Desmond, AICP
MPO Director
Date: February 19, 2014
Re: Fiscal Year 2015-2016 Unified Planning Work Program

Background

Staff is currently developing the Fiscal Year 2015-2016 Unified Planning Work Program. This memo summarizes the projected budget, Federal planning guidance, and expected tasks to be executed during the upcoming fiscal years. A full draft UPWP will be presented to the TAC and CAC prior to final adoption by the Policy Committee.

FY2015-2016 Estimated Budget

INDOT and the MPOs have not yet finalized the PL fund allocations for the new UPWP. Until that information is confirmed, staff is estimating the funding available based on the final PL allocation for FY 2014. In addition, the MPO “banked” a small amount of PL funds (\$43,367) from the last work program in order to use it for the new work program, primarily for completion of the Metropolitan Transportation Plan. That funding has been added to the base allocation for FY 2015. Any funding that is left unspent from the FY 2013-2014 UPWP will be added into the FY 2016 budget next year. The table below shows the estimated funding for Fiscal Years 2015 and 2016. This information will be used to develop the initial draft of the new UPWP and adjusted when the final figures are released.

| UPWP Funding Sources | 2015 | 2016 | TOTAL |
|----------------------|-------------------|-------------------|-------------------|
| Federal (PL) | \$ 265,755 | \$ 222,388 | \$ 488,143 |
| Local Match | \$ 66,439 | \$ 55,597 | \$ 122,036 |
| Total Funds | \$ 332,194 | \$ 277,985 | \$ 610,179 |

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. There are three PEAs for FY 2015, including two carry-overs from the previous work program. They are summarized below:

- **Americans with Disabilities Act Transition Plans (Part 2):** As a continuation of previous PEAs, the MPO must ensure that all local public agencies that wish to use Federal transportation funding have ADA Transition Plans in place. At this time, both Monroe County and Ellettsville have completed their plans. MPO Staff will continue to work with the City of Bloomington to complete their plan during calendar year 2014.
- **Functional Class Review:** Much like the Urban/Planning Area boundary updates that the MPO completed recently, the MPO is now asked to update a number of roadway classification systems that pertain to local roads. This includes the Federal Functional Classification, the National Highway Network, and the National Truck Network. These networks assign roads to categories based on certain desired characteristics designed to meet the needs of that particular network program. The MPO must coordinate with local agencies, INDOT, and FHWA to complete this process.

- **Pavement Management System:** In order to support the advancement of pavement preventative maintenance projects (similar to what was permitted under ARRA), FHWA has asked MPOs to consider the development of Pavement Management Systems, which track pavement conditions and provide the necessary data to support maintenance projects. The MPO will continue its support of LPA-driven Pavement Management Systems in pursuit of this PEA.

UPWP Outline

With the creation of this new 2-year UPWP, MPO staff has taken the opportunity to make some format and organization changes. This includes consolidation and clarification to reduce redundancies and make the document much easier to understand. All of the standard annual tasks that the MPO must accomplish are included, though they may be in a slightly different place in the document than in previous years. The three Planning Emphasis Areas are also accounted for as noted in the outline.

1.0 Administration

- 1.1 Intergovernmental Coordination
 - (A) Policy Committee Meetings
 - (B) Technical Advisory Committee Meetings
 - (C) Citizens Advisory Committee Meetings
 - (D) Indiana MPO Council Meetings
- 1.2 Unified Planning Work Program
 - (A) Amendment to FY 15/16 UPWP
 - (B) Development of FY 17/18 CAP
 - (C) Development of FY 17/18 UPWP
 - (D) FY 2014 Annual Completion Report
 - (E) FY 2015 Annual Completion Report
 - (F) FY 2015 Self Certification Statement
 - (G) FY 2016 Self Certification Statement
 - (H) Quarterly Billing Statements
 - (I) Quarterly Progress Reports
- 1.3 Staff Training & Education
 - (A) Indiana MPO Conference
 - (B) Purdue Road School
 - (C) APA Membership
 - (D) Other Training Opportunities
- 1.4 Public Outreach
 - (A) Website Administration
 - (B) PPP Compliance
 - (C) Legal Notices
 - (D) Social Media

2.0 Project Programming

- 2.1 Transportation Improvement Program
 - (A) FY 16-19 TIP
 - (B) TIP Administration
 - (C) Red Flag Investigations
 - (D) Quarterly Project Tracking Program
 - (E) FY 14 Annual List of Obligated Projects
 - (F) FY 15 Annual List of Obligated Projects
 - (G) City Projects Team Meetings
- 2.2 Highway Safety Improvement Program Administration
 - (A) FY 16 Call for Projects
 - (B) FY 17 Call for Projects

- 2.3 Transportation Alternatives Program Administration
 - (A) FY 16 Call for Projects
 - (B) FY 17 Call for Projects

3.0 Long Range Planning

- 3.1 2040 Metropolitan Transportation Plan
 - (A) 2040 MTP
- 3.2 TransCAD Software License
 - (B) TransCAD license payment

4.0 Short Range Planning

- 4.1 ADA Transition Plans (Part 2) *[PEA]*
 - (A) LPA Assistance
- 4.2 Functional Classification Review *[PEA]*
 - (A) Updated Functional Class, NHS and NTN maps
- 4.3 Coordinated Human Services Public Transit Plan
 - (A) Transportation Provider Assistance
- 4.4 Bicycle & Pedestrian Safety and Project Coordination
 - (A) BBPSC Meetings
 - (B) Bicycle & Pedestrian Outreach

5.0 Data Collection & Analysis

- 5.1 Traffic Volume Counting
 - (A) Traffic Volume Reporting (City/Ellettsville)
 - (B) HPMS Data Reporting (City)
 - (C) Traffic Counting Equipment (City)
- 5.2 Infrastructure Management Plan *[PEA]*
 - (A) Long Term Management Plan/10 Year Pavement Management Plan (City)
 - (B) Quarterly Status Report (City)
- 5.3 ITS Architecture Maintenance
 - (A) Regional ITS Architecture Maintenance
- 5.4 Annual Crash Report
 - (A) Calendar Year 2011-2013 Crash Report
 - (B) Calendar Year 2012-2014 Crash Report
- 5.5 Transit Ridership Counts
 - (A) BT Annual Passenger Miles Data
- 5.6 Bicycle & Pedestrian Volume Counts
 - (A) Bicycle & Pedestrian Coverage Counts
 - (B) Sidewalk Inventory

Input Requested

MPO staff is requesting input from TAC and CAC members as to the final contents of the FY 2015-2016 UPWP. It is important for staff to hear from LPAs and Committee members 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.