



POLICY COMMITTEE

September 12, 2014

1:30 – 3:00 p.m.

Council Chambers (#115)

- I. Call to Order
- II. Approval of Minutes
 - a. June 13, 2014
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
 - a. Citizens Advisory Committee
 - b. Technical Advisory Committee
- V. Reports from the MPO Staff
 - a. MTP Task Force
 - b. Quarterly Tracking Report
- VI. Old Business
- VII. New Business
 - a. Transportation Improvement Program Amendment - INDOT Bridge Inspections*
- VIII. Communications from Committee Members (*non-agenda items*)
 - a. Topic Suggestions for Future Agendas
- IX. Upcoming Meetings
 - a. Technical Advisory Committee – September 24, 2014 at 10:00 a.m. (McCloskey Room)
 - b. Citizens Advisory Committee – September 24, 2014 at 6:30 p.m. (McCloskey Room)
 - c. Policy Committee – October 10, 2014 at 1:30 p.m. (Council Chambers)

Adjournment

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

Policy Committee Meeting Minutes
June 13, 2014 Council Chambers 115, City Hall

Policy Committee minutes are transcribed in a summarized outline manner.

Policy Committee: Jason Banach (IU Real Estate), Jack Baker (City Plan Commission), Iris Kiesling (County Plan Commission), Tony McClellan (INDOT), Mark Kruzan (City of Bloomington), Scott Wells (Plan Commission), Susie Johnson (Bloomington Public Works), Bill Williams (County Highway), Regina Moore (proxy for Andy Ruff), Cheryl Munson (County Council)

Others: Sandra Flum (INDOT—Section 5 office)

MPO Staff: Josh Desmond, Anna Dragovich, and Jane Weiser

- I. **Call to Order**---Mr. McDaniel called the meeting to order.
- II. **Approval of Minutes**
 - a. **May 9, 2014**—Ms. Johnson moved approval, Mr. Wells seconded. The minutes were approved by voice vote.
- III. **Communications from the Chair** -- none
- IV. **Reports from Officers and/or Committees**
 - a. **Citizens Advisory Committee** – none
 - b. **Technical Advisory Committee** -- Ms. Flum reported on progress for Section 5 of I-69. She explained that INDOT is targeting for construction in September. That Road and Rockport Road will be the primary starting points for construction. INDOT will be holding a public hearing on noise barriers this summer. A date for the hearing has not been set at this time. The public is welcome to attend and adjacent property owners will be notified directly. Utility work on SR37 is underway as well as cleaning up after tree clearing and removing the state owned homes. Mr. Wells mentioned that the contractors are working late at night. Ms. Flum stated that the contractors are to follow the local City noise ordinance.
- V. **Reports from the MPO Staff**
 - a. **MTP Task Force** – Mr. Desmond reported that the consultant has completed the travel demand model. He will be at the next Task Force meeting on June 23 to go over results and to run future scenarios.
 - b. **Quarterly Tracking Report** - Ms. Dragovich explained the quarterly tracking report for the third quarter of fiscal year 2014. She discussed the overall project costs and timelines compared to original project programming in to the TIP. The 17th & Arlington Rd. roundabout and the University Court Brick restoration project are the two projects that have gone to letting within the past quarter. Ms. Dragovich explained that not much change in cost or timing of projects has occurred since last quarter, but is interested in watching how projects evolve over time.
 - c. **I-69 Section 4 Erosion Control Responses** - Mr. Desmond reported that the MPO submitted questions to INDOT pertaining to Section 4 of I-69. INDOT provided written responses that have been included in the meeting packet. Ms. Munson expressed regret that a representative from INDOT could not be present. Ms. Munson state that she had follow up questions to their responses specific to a new swallow hole, Harp Spring conditions and construction times occurring after 10p. Ms. Munson would like to know if INDOT is responsible for fixing drainage issues and will it continue to be a responsibility of INDOTS? Mr. Wells expressed concerns that what is happening in Section 4 will also happen in Section 5. Ms. Munson suggested the MPO submit follow up questions to INDOT. Mr. Baker agreed and suggested that questions be submitted to the chair and staff.

VI. Old Business

VII. New Business

- a. **TIP Management Practices** - Mr. Desmond explained how the MPO is currently managing federal funding, the changes coming in to the future, how we are going to transition in to these changes and what impact that will have on projects currently in the TIP as well as new projects coming in to the TIP. Mr. Desmond outlined how the funding gets to the MPO and the state and how the money is managed now in order to explain the changes that are coming. Currently MPO's are allow to "bank" funding for future years to fund projects larger than the annual allocation allows. New funding management procedures are being put in place to transition to a more predictable program for both the MPO and the state.

VIII. Communications from Committee Members (*non-agenda items*)

- a. **Topic Suggestions for Future Agendas**

IX. Upcoming Meetings

- a. **Technical Advisory Committee – June 25, 2014 at 10:00 a.m. (McCloskey Room)**
- b. **Citizens Advisory Committee – June 25, 2014 at 6:30 p.m. (McCloskey Room)**
- c. **Policy Committee – August 8, 2014 at 1:30 p.m. (Council Chambers)**

Adjournment

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

These minutes were adopted by the Policy Committee at their meeting held on _



MEMORANDUM

To: MPO Policy Committee
From: Anna Dragovich, Senior Transportation Planner
Date: September 12, 2014
Re: Quarterly Tracking Report for Fourth Quarter FY 2014

Background

The BMCMPO Unified Planning Work Program includes project tracking as a task to be accomplished on a quarterly basis. The report includes, a brief summary of each project status as of the Quarterly Tracking Meeting on July 14 as well as two graphs illustrating project timeline and budget.

Project updates are also warranted pursuant to the Complete Streets Policy adopted in January 2009. The rationale behind these project updates is to keep the committees of the MPO informed of project development in the hopes that projects stay on schedule and on budget. Each of the projects is listed in the following report and can also be found in the 2014-2017 Transportation Improvement Program available.

As many of you know, this quarterly tracking report has been a work in progress over the last few quarters as staff has worked to fine tune the meeting coordination and subsequent reporting. With that said, you will find this quarter's report a bit different than in the past. Instead of providing an abundance of technical reports submitted by the LPA's, I have taken to condensing this information down to two inquiries: whether projects are on time and whether they are on budget. A detailed discussion can be found in the following quarter project report.

Recommendations

No Action Required

Bloomington/Monroe County Metropolitan Planning Organization

Fourth Quarter Fiscal Year 2014 Quarterly Project Tracking Report

The BMCMPPO Unified Planning Work Program includes project tracking as a task to be accomplished on a quarterly basis. This report includes, a brief summary of each projects' status as of the Quarterly Tracking Meeting on July 14 as well as graphs illustrating each projects' timeline and budget.

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

List of Projects

Fullerton Pike Phase 1 (DES # 0801059)

Road reconstruction and safety improvements, including bituminous pavement, curb, gutter, sidewalk, side path, bridges and drainage appurtenances. This includes turn lanes and the installation of a new traffic signal at the Walnut Street Pike intersection

Update: Working to acquire right of way for the project. A public hearing is anticipated for July/August to comment of the environmental impact study.

Karst Farm Trail Phase 1 (DES # 0600370)

South of Vernal Pike to Karst Farm Park. construction of a non-motorized multi-use trail.

Update: Project has been let and is under construction

Karst Farm Trail Phase 2a (DES # 0902263)

Vernal Pike to Woodyard Road, construction of a non-motorized multi-use trail.

Update: Project is ready to go and waiting to be let on August 6.

Karst Farm Trail Phase 3 (DES # 1382431)

Construction of non-motorized multi-use trail to Hartstrait Road

Update: Working on consultant selection

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

Bridge replacement over Jack's Defeat Creek, between McNeely Street & Maple Grove Road

Update: Environmental application was approved on May 19. This project is now moving in to right of way acquisition to acquire seven parcels. Project is on track for April 2015 letting.

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

Improve horizontal and vertical geometry and sight distance at the intersection and on approaches

Update: Has applied for all design permits, but needs to apply for environmental permits 404 and 401 through IDEM

17th & Jordan Ave. (DES # 0901710)

Improve vertical geometry and sight distance at the intersection of 17th Street and Jordan Ave.

Update: The consultant is working with the City of Bloomington Street Dept. on fiber optics. Will be submitting utility work plans to INDOT by July from the City of Bloomington, Vectren and AT&T. Will be submitting Stage 3 designs at the same time.

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

Improvements to correct a skew, improve sight distance & geometry and add bicycle and pedestrian facilities at the intersection of Tapp Road and Rockport Road

Update: Design work continues to re-scoped for a signalized intersection

W. 2nd Street Study (DES # 1382427)

A study to analyze corridor improvements for W. 2nd Street

Update: City of Bloomington has decided not to move forward with this project. A TIP amendment for removal is forthcoming.

Black Lumber Trail (DES # 1382429)

Construction of non-motorized multi-use path at Henderson Street to Walnut Street

Update: Working with INDOT to finalize contracts

Heritage Trail Phase 2 (DES # 1297579)

Update: Working towards a September letting, some parcels still need to be acquired

Bloomington Bikeways (DES # 1400167)

Pavement marking for on-street bicycle facilities as outlined in the City's Bikeways Implementation Plan

Update: No progress has been made this quarter. City is waiting on the hiring of a City engineer to continue moving the project forward

Downtown Curb Ramps (DES # 1400166)

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

Update: No progress has been made this quarter. City is waiting on the hiring of a City engineer to continue moving the project forward

Figure 1a: Project Costs as of FY 2014 Fourth Quarter

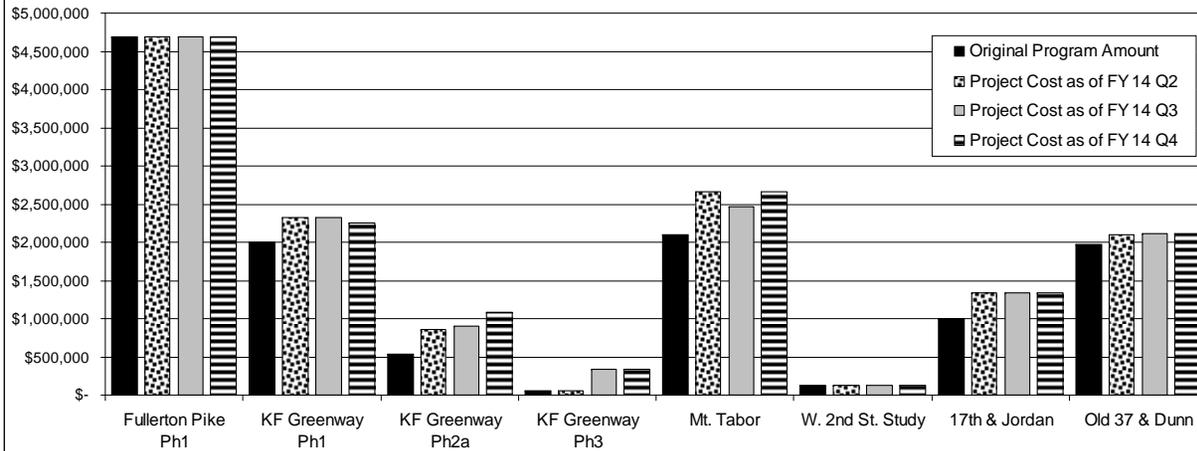


Figure 1a and Figure 1b illustrate the project costs as of the end of the fourth quarter. The solid bar labeled “Original Program Amount” is the amount of funding associated with the project when it was first adopted into the TIP. Local match funding was calculated so long as it was associated with federal funding. The lighter bars show the funding amount reported at the most recent quarterly tracking meeting as well as the past two. In looking at the past three quarters, projects have not changed too dramatically in cost and have actually stayed about the same

Figure 1b: Project Costs as of FY 2014 Fourth Quarter

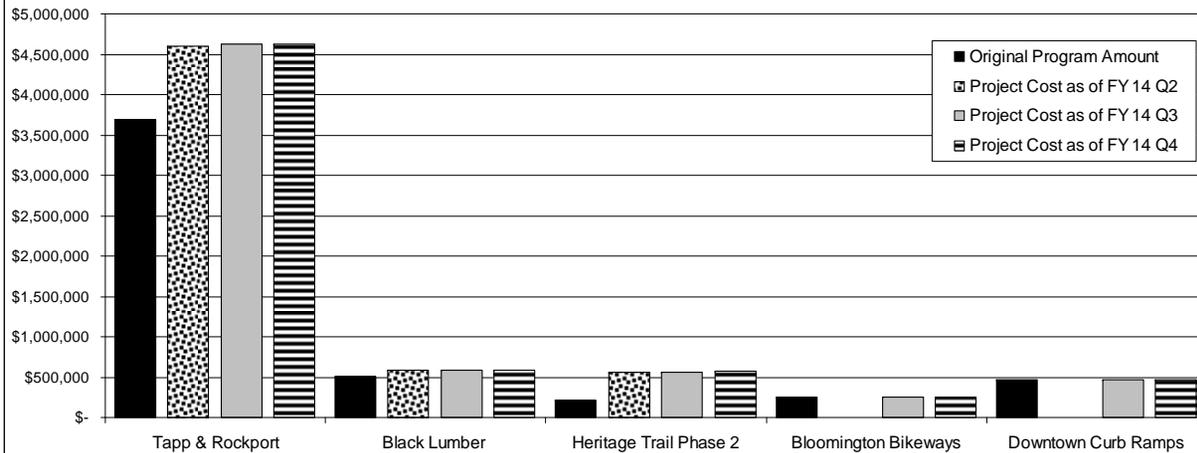


Figure 2a: Project Progress as of Fourth Quarter

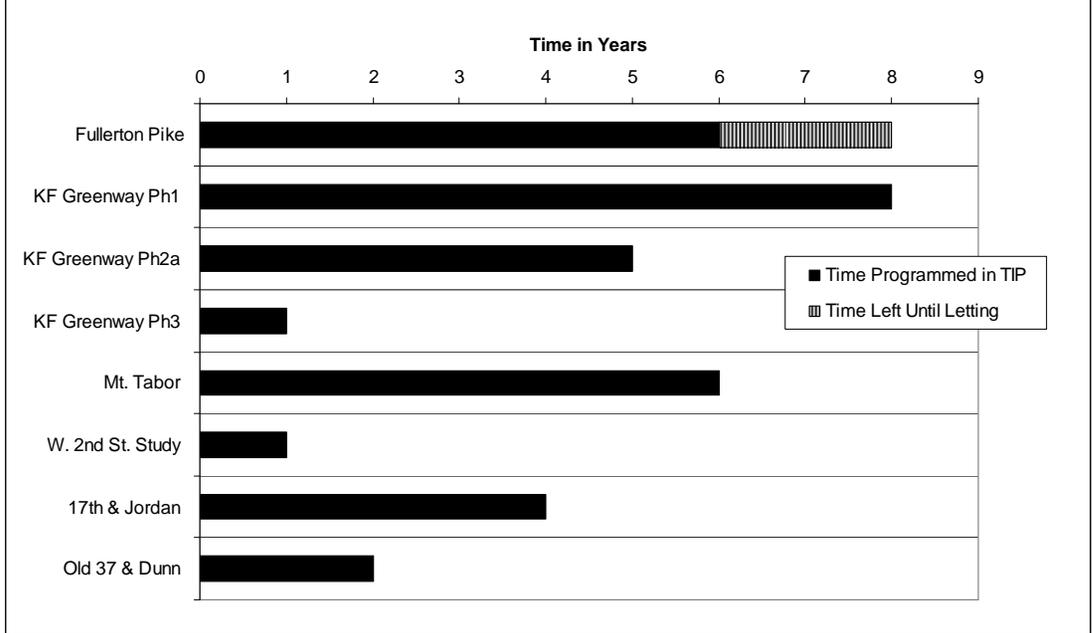
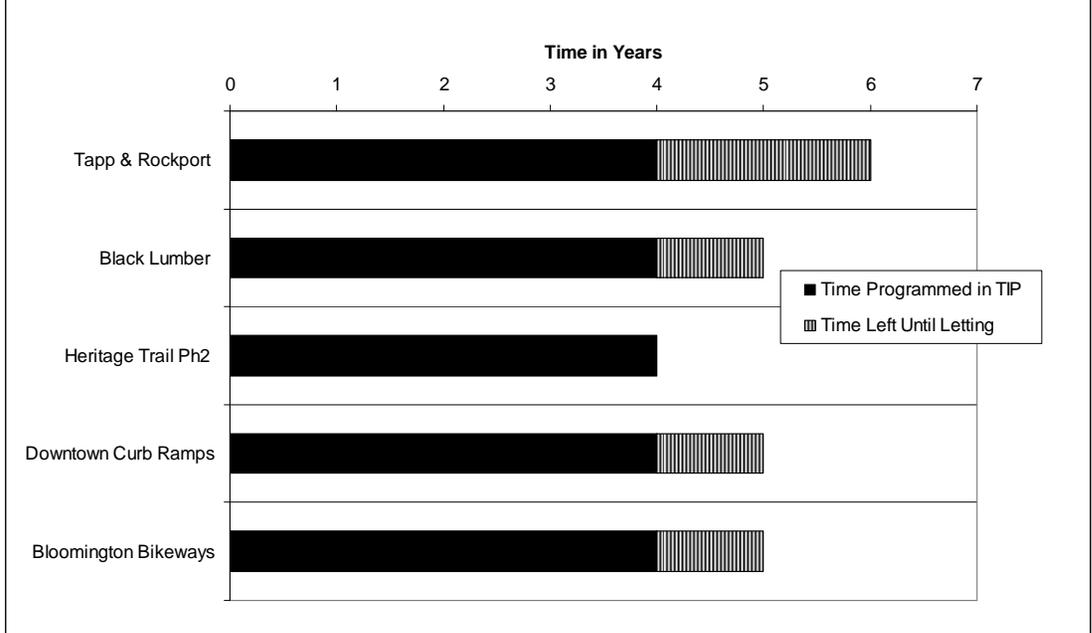


Figure 2 below illustrates project progress from initial adoption in to the TIP to the most recent quarterly tracking meeting. Ideally projects would get through the process from adoption into the TIP through construction in four years. The four year baseline is illustrated as the vertical yellow line. For many reasons, projects don't always make this deadline. This is 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.

Figure 2b: Project Progress as of Fourth Quarter





MEMORANDUM

To: MPO Technical Advisory Committee Members
 From: Anna Dragovich, Senior Transportation Planner
 Date: September 12, 2014
 Re: Transportation Improvement Program (TIP) Amendments

Indiana Department of Transportation

The Indiana Department of Transportation (INDOT) has requested to add \$250,000 to FY 2015. This program will fund quality control and quality assurance for both State and county bridge inspection data. A similar project already exists in the TIP, however, that funding is programmed in FY 2014.

State of Indiana Projects		Funding Source	Fiscal year			
			2014	2015	2016	2017
Project:	QA/QC on Bridge Inspection Data	BR		\$ 250,000		
Location:	Varies	PE				
Description:	Quality control and quality assurance program on both State and County bridge inspection data	RW				
DES#	1400933	CN				
Support:						
Allied Projects:		TOTAL		\$ 250,000		

Requested Action

The Policy Committee is asked to vote on the above amendments. The Technical Advisory Committee recommended approval of the amendment. The Citizens Advisory Committee did not make a recommendation based on questions that were unanswered at the time of their meeting on June 25, 2014 which pertained to the TIP amendment request. The committee was wanting to know if the funding was being spent within the BMCMPPO only, or if the funding was for inspections statewide. Follow up of the questions was done at their meeting on August 27, 2014. In speaking with INDOT, the funding is for bridges statewide and so INDOT has been programming funding in all MPOs reflecting the amount being programmed statewide is \$250,000.



Transportation Improvement Program Project Request Form

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

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

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

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

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

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

Contact Name ([ERC](#)): Robin Bolte Phone: 812-524-3734 Fax: _____

Address: 185 Agrico Lane, Seymour, IN 47274

Email: rbolte@indot.in.gov

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

- Project Name: Bridge Inspections DES Number: # 1400933
- Is this project already in the TIP? Yes No
- Project Location (detailed description of project termini or attach an illustration): 2015 QA/QC Program on both the State and County Bridge Inspection Data
- Brief Project Description: Bridge Inspections
- Support for the Project (e.g. Local plans, LRTP, TDP, etc.): _____
- Allied Projects (other projects related to this one): _____
- ITS Components: Does the project have an Intelligent Transportation Systems component? n
If so, is the project included in the [MPO's ITS architecture](#)? _____

3. Financial Plan

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

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

Phase	Funding Source	FY 2014	FY 2015	FY 2016	FY 2017	Outlying Years
PE	BR	\$	\$ 250,000	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
	Totals:	\$	\$	\$	\$	\$

- **Construction Engineering/Inspection:**

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

- **Year of Implementation Cost:**

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

4. Complete Streets

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

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

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

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

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

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

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

5. Signature Verification

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

Signature

Date