



CITIZENS ADVISORY COMMITTEE

September 28, 2016

6:30 – 8:00 pm

McCloskey Room (#135)

*Suggested
Time:*

~6:30pm

I. Call to Order and Introductions

II. Approval of Minutes:

a. May 25, 2016

b. August 24, 2016

III. Communications from the Chair and Vice-Chair

IV. Reports from Officers and/or Committees

V. Reports from Staff

a. 2016 MPO Conference

VI. Old Business

VII. New Business

a. TIP Amendments*

(1) Patch & Rehab Various Roads in Seymour District (INDOT)

(2) Maintain & Repair Various Bridges in Seymour District (INDOT)

b. Bicycle Projects Update

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

a. Topic suggestions for future agendas

IX. Upcoming Meetings

a. Policy Committee – October 14, 2016 at 1:30 p.m. (Council Chambers)

b. Technical Advisory Committee – October 26, 2016 at 10:00 a.m. (McCloskey Room)

c. Citizens Advisory Committee – October 26, 2016 at 6:30 p.m. (McCloskey Room)

~8:00pm

X. Topic Suggestions Under Consideration for Future Discussion

Adjournment

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



**Citizens Advisory Committee Meeting Minutes
May 25, 2016 McCloskey Room 135, City Hall**

Citizens Advisory Committee Minutes are transcribed in a summarized outline manner. Audio recordings of the meeting are available in the Planning & Transportation Department for reference.

Citizens Advisory Committee: Sarah Ryterband, Paul Ash, David Walter, Joan Keeler, Daniel McClellan, Mary Jane Hall

MPO Staff: Cierra Olivia Thomas - Williams, Anna Dragovich

- I. Call to Order and Introductions
- II. Approval of Minutes
 - a. April 27, 2016– **Mr. Ash motioned, Mr. Walter seconded. Motion approved with corrections.**
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
- V. Reports from Staff
 - a. Quarterly Tracking Report
- VI. Old Business
- VII. New Business
 - a. Final Draft FY 2017-2018 Unified Planning Work Program* - **Ms. Hall motioned, Mr. Walter seconded. Motion approved.**
 - b. Bloomington Inclusive Collaborative Presentation
- VIII. Communications from Committee Members (non-agenda items)
 - a. Topic suggestions for future agendas
- IX. Upcoming Meetings
 - a. Policy Committee – June 3, 2016, 2016 at 1:30 p.m. (Council Chambers)
 - b. Technical Advisory Committee – June 22, 2016 at 10:00 a.m. (McCloskey Room)
 - c. Citizens Advisory Committee – June 22, 2016 at 6:30 p.m. (McCloskey Room)

Adjournment

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

These minutes were adopted by the Citizens Advisory Committee at their meeting held on MM/DD/2016



CITIZENS ADVISORY COMMITTEE MEETING MINUTES

August 24, 2016 6:30 – 8:00 pm
McCloskey Room (#135)

Citizens Advisory Committee Minutes are transcribed in a summarized outline manner. Audio recordings of the meeting are available in the Planning & Transportation Department for reference.

Citizens Advisory Committee: David Walter, Jack Baker, Paul Ash, Joan Keeler, Neil Kopper, Sarah Ryterband, Laura Cornell, Lillian Henegar, MaryJane Hall, Nick Carder

MPO Staff: Josh Desmond

- I. Call to Order and Introductions
- II. Approval of Minutes:
 - a. Postponed to September 21
- III. Communications from the Chair and Vice-Chair
- IV. Reports from Officers and/or Committees
- V. Reports from Staff
 - a. MPO Staff Changes
 - b. MPO Certification
 - c. Quarterly Project Tracking Reports
 - d. Potential September Meeting Date Change
- VI. Old Business
- VII. New Business
 - a. TIP Amendments* ***Mr. Walter made a motion to approve. Mr. Ash seconded. Motion passed.**
 - (1) Allen & Walnut RRFB (Bloomington)
 - (2) 4th & Rogers Pedestrian Safety Improvements (Bloomington)
 - (3) Winslow Multiuse Path (Bloomington)
 - (4) Henderson Multiuse Path (Bloomington)
 - (5) 3rd & Woodcrest Signal Upgrade (Bloomington)
 - (6) 2nd/Bloomfield Multimodal Safety Improvements (Bloomington)
 - (7) Fullerton Pike Phase 1 (Monroe County)
 - b. City of Bloomington Comprehensive Master Plan
- VIII. Communications from Committee Members (*non-agenda items*)
 - a. Topic suggestions for future agendas
- IX. Upcoming Meetings
 - a. Policy Committee – September 9, 2016 at 1:30 p.m. (Council Chambers)
 - b. Technical Advisory Committee – September 21, 2016 at 10:00 a.m. (McCloskey Room)
 - c. Citizens Advisory Committee – September 21, 2016 at 6:30 p.m. (McCloskey Room)
- X. Topic Suggestions Under Consideration for Future Discussion

Adjournment

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



MEMORANDUM

To: MPO Technical and Citizens advisory Committees
From: Joshua Desmond, AICP
Director
Date: September 23, 2016
Re: Transportation Improvement Program (TIP) Amendments

The Indiana Department of Transportation has requested two amendments to the FY 2016-2019 TIP. The requests would two new State projects to the TIP. A description of the proposed changes is provided below.

Indiana Department of Transportation

The Indiana Department of Transportation has requested two TIP amendments as outlined below.

Patch & Rehab Various Roads in Seymour District (#1601154)

INDOT wishes to add this new project to the TIP. This project would provide funding for maintenance work on various State roads throughout the Seymour District. Since the roads have not yet been identified, this general listing would ensure that funding is available for road work within the BMCMPPO Planning Area when such projects are selected.

Project Phase	Fiscal Year	Federal Source	Federal Funding	Local Match	Total
PE	2017	STP	\$ 23,600	\$ 5,900	\$ 29,500
CN	2017	STP	\$ 800,000	\$ 200,000	\$ 1,000,000
Totals			\$ 823,600	\$ 205,900	\$ 1,029,500

Maintain & Repair Various Bridges in Seymour District (#1601704)

INDOT wishes to add this new project to the TIP. This project would provide funding for maintenance work on various State bridges throughout the Seymour District. Since the bridges have not yet been identified, this general listing would ensure that funding is available for bridge work within the BMCMPPO Planning Area when such projects are selected.

Project Phase	Fiscal Year	Federal Source	Federal Funding	Local Match	Total
PE	2017	STP	\$ 48,000	\$ 12,000	\$ 60,000
CN	2017	STP	\$ 800,000	\$ 200,000	\$ 1,000,000
Totals			\$ 848,000	\$ 212,000	\$ 1,060,000

Requested Action

Make a recommendation to the Policy Committee on the above amendments.



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): Joe Bell Phone: 812-524-3973 Fax: _____

Address: 185 Agrico Lane, Seymour IN

Email: jbelle@indot.in.gov

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

- Project Name: Patch and rehab DES Number: # 1601154
- Is this project already in the TIP? Yes No
- Project Location (detailed description of project termini or attach an illustration): On various roads in the Seymour District
- Brief Project Description: Patch and rehab on an as needed basis in various locations in Seymour District.
- 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? _____
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		\$	\$	\$	\$	\$
	STP	\$	\$	\$	\$ 23600	\$
	State	\$	\$	\$	\$ 5900	\$
CN	STP	\$	\$	\$	\$ 800000	\$
	State	\$	\$	\$	\$ 200000	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
	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

08/23/16

Date



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.

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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](#)): John McCrary Phone: 812-524-3719 Fax: _____

Address: 185 Agrico Lane, Seymour IN

Email: jmccrary@indot.in.gov

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

- **Project Name:** bridge maintenance and repair **DES Number:** # 1601704
- **Is this project already in the TIP?** Yes No
- **Project Location (detailed description of project termini or attach an illustration):** On various bridges in the Seymour District
- **Brief Project Description:** Bridge maintenance and repair on an as needed basis in various locations in Seymour District.
- **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? _____
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).

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	State	\$	\$	\$	\$ 200000	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
	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

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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

08/23/16

Date

October Encouragement Activities:

October 7: Tweed Ride

- 5:30pm to 7pm
- Meeting at the table and chairs sculpture at City Hall
- The ride will end at First Friday to encourage people to participate in First Fridays in the downtown
- Dress to the theme
- Volunteers needed: Want to help spread the word, route ideas, people to show up and shepherd others
- Awards: awards for best costume? Other ideas? Need to get businesses to donate awards.

October 14: Park(ing) Day

- 9am to 6pm
- Parking spaces in front of Kingdough and Grazie restaurants
- Volunteers: spread the word, stop by during the day and participate, host an activity (coordinate with Beth on a time)

October 27: Costume Ride

- 5:30pm to 7pm
- Meeting at the table and chairs sculpture at City Hall
- Timed to be in conjunction with Halloween
- Focus: family-friendly ride. Route might just be on the B-Line?
- Dress to the theme
- Volunteers needed: Want to help spread the word, route ideas, people to show up and shepherd others
- Could we somehow include trick-or-treating stops on a bicycle ride?
- Awards: awards for best costume? Other ideas? Need to get businesses to donate awards.