BLOOMINGTON • MONROE COUNTY
mpo

TECHNICAL ADVISORY COMMITTEE

August 25, 2010
10:00 – 11:30 a.m.
McCloskey Room (#135)

I. Call to Order

II. Approval of Minutes:
   A. June 23, 2010

III. Communications from the Chair

IV. Reports from Officers and/or Committees
   A. Updates on BMCMPO & ARRA funded projects
   B. Citizens Advisory Committee

V. Reports from the MPO Staff

VI. Old Business
   A. Public Participation Plan Amendment
      Recommendation Requested

VII. New Business
   A. FY2010 -2013 Transportation Improvement Program Amendments
      1. 2010 project carryover to 2011 (Bloomington, Monroe County, Ellettsville, School Corporations, Transit)
      2. Heritage Trail (Ellettsville)
      3. SR 446 Resurfacing (INDOT)
      4. I-69 Section 4 (INDOT)
      Recommendation Requested (on all of the above)

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

IX. Upcoming Meetings (July Summer Recess – No July Meetings)
   A. Policy Committee – September 10, 2010 at 1:30 p.m. (Council Chambers)
   B. Technical Advisory Committee – September 22, 2010 at 10:00 a.m. (McCloskey Room)
   C. Citizens Advisory Committee – September 22, 2010 at 6:30 p.m. (McCloskey Room)

Adjournment

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Bloomington/Monroe County Metropolitan Planning Organization
Technical Advisory Committee

Technical Advisory Committee Meeting Minutes
June 23, 2010 McCloskey Conference Room 135, City Hall

Technical Advisory Committee minutes are transcribed in a summarized outline manner. Audio recordings are on file with the City of Bloomington Planning Department.

Attendance

Technical Advisory Committee: Kurt Babcock (County GIS), John Collisson (County Highway), Jane Fleig (City of Bloomington Utilities), Perry Maull (IU Campus Bus), Tom Micuda (City Planning Director), Doug Norton (Rural Transit), Barb Purdom-Phipps (County Auditor's Office), Jim Ude (INDOT), Joyce Williams (proxy for Adrian Reid—City Engineering), Gregg Zody (County Planning),

Others: Josh Desmond (MPO Staff), Scott Robinson (MPO Staff) and Jane Weiser (MPO Staff).

I. Call to Order—Jane Fleig called the meeting to order.

II. Approval of Minutes:

A. May 26, 2010: Perry Maull moved approval. Tom Micuda seconded. The minutes were approved by unanimous voice vote.

III. Communications from the Chair—None.

IV. Reports from Officers and/or Committees

A. Updates on BMCMPO & ARRA funded projects—Mr. Collisson reported that Vernal Pike is underway, Mathews Dr./Mt. Tabor Bridge is still in design, Business 37 is done, and other projects are being patched and paved. Ms. Williams reported that Walnut St. and the sidewalk project are both substantially complete. The signal projects are delayed temporarily. Third St. is moving along.

B. Citizens Advisory Committee—Mr. Robinson noted that the CAC is still working on their project scoring system. They will nominate their LRTP Task Force representatives tonight.

V. Reports from the MPO Staff

A. Project Quarterly Tracking Reports—Mr. Robinson presented the most recent Quarterly Tracking Report. Mr. Micuda asked Mr. Ude if the bypass project has officially started. Mr. Ude said they were to start staking right-of-way on Monday. Ms. Williams said there were surveyors at Kinser this morning. Mr. Ude said that Monroe to Kinser will be the first segment.

B. FY 2010-2013 Transportation Improvement Program Amendment

a. Indiana University Campus Bus—Mr. Robinson reported that the Policy Committee amended the FY2010-2013 TIP to allow Campus Bus a discretionary grant. Mr. Maull explained the funds would upgrade the buses that they are buying from standard diesel to hybrid. It will cost $2.3 Federal money and $500,000 from IU. Last Friday was the deadline.

VI. Old Business

A. Highway Safety Improvement Program Guidelines – Road Safety Audit—Mr. Robinson reported that staff has been given direction from INDOT that road safety audits are

required for HSIP funded projects. HSIP funds can be used to conduct them. INDOT will host training for LPAs and consultants. The County did an RSA for the S. Rogers St. project and it wasn't too onerous.

VII. New Business

A. Public Participation Plan Amendment—Mr. Robinson said that staff wants to amend the Public Participation Plan. Committee members should review the policy posted on the MPO website. At the August meetings, we will seek a recommendations from both the TAC and CAC. The amendment is to clarify that there is a minimum 45-day public comment period required for changes to the document. It also includes a provision that both the MPO director and the Policy Committee Chair have to sign off on minor TIP amendments that pertain to cost, phase cost, funding sources, dates, map changes, etc. Staff would like to finalize these changes at the August meeting. Mr. Micuda suggested adding several examples of amendments that had to go through the exhaustive process when it would have been easy to do administrative amendments. Ms. Fleig wanted it clarified that the MPO director and the Policy Committee chair would be associated with 2 different employment sources.

B. Long Range Transportation Plan Task Force (*Nomination Requested***)**—Mr. Desmond reviewed the history of and reason for forming a LRTP Task Force. There will be 2-4 members from each MPO committee serving on the Task Force. The PC's representatives are Andy Ruff, Bill Williams, Susie Johnson and Richard Martin. Mr. Micuda nominated Adrian Reid, Lew May, Jane Fleig, and Kurt Babcock. Perry Maull seconded and the motion passed unanimously.

VIII. Communications from Committee Members *(non-agenda items)*—Mr. Micuda reported that he and Raymond Hess attended two I-69 meetings: the Bloomington Economic Development Corporation; and the Chamber of Commerce. The meetings were well attended. INDOT provided a broad overview on all sections emphasizing what had happened with Sections 1, 2, and 3. More detailed information was provided regarding Sections 4 and 5. Section 5 interchanges are still being evaluated by the Section Office.

Ms. Purdom-Smith said that she has found a small grant opportunity for regional planning organizations. The deadline is 6/30. It would support green infrastructures activity.

Mr. Robinson said that the PC asked staff to look at air quality issues in the forthcoming Tier 2 Environmental Impact Statement. Staff will probably need some guidance from the TAC.

A. Topic Suggestions for future agendas

IX. Upcoming Meetings (July Summer Recess – No July Meetings)

A. Technical Advisory Committee – August 25, 2010 at 10:00 a.m. (McCloskey Room)
B. Citizens Advisory Committee – August 25, 2010 at 6:30 p.m. (McCloskey Room)
C. Policy Committee – September 10, 2010 at 1:30 p.m. (McCloskey Room)

Adjournment

These minutes were ____ by the TAC at their regular meeting held on 8/25/10 (RCH).

Bloomington/Monroe County Metropolitan Planning Organization

MEMORANDUM

To: Technical Advisory Committee & Citizen Advisory Committee Members

From: Raymond Hess, Transportation Planner

Date: August 18, 2010

Re: Public Participation Plan (PPP) Amendment

Public Participation Plan Background

The Public Participation Plan (PPP) was adopted in 2002 and later amended in 2007 to meet basic state and federal requirements as it pertains to public involvement. In addition, the PPP establishes local requirements for public notification and involvement that exceed these requirements. More importantly it establishes processes which must be followed "to the fullest extent possible". These activities are broken down into non-exempt (e.g. changes to the Long Range Transportation Plan) and exempt (e.g. changes to the Unified Planning Work Program) activities. The PPP can be viewed at http://bloomington.in.gov/media/media/application/pdf/67.pdf, or at the City of Bloomington Planning Department, or at the Monroe County Library Indiana Room.

Amendment Overview

Staff is proposing an expansion of administrative modifications, such as minor TIP amendments as well as minor clarification changes. These amendments may entail a change to the type of funding utilized and/or clarification of project description, costs, and other informational items so long as they don't exceed the thresholds outlined under exempt activities. They also include clarification changes to the text. Outlined below are the suggested changes proposed by staff:

- Clarify that amending the PPP requires a minimum 45 day public comment period;
- Allow administrative TIP amendments for minor changes to existing projects;
- Allow administrative TIP amendments for illustrative projects pending grant or other funding approvals;
- Require both the acting MPO Director and Policy Committee Chairperson to approve administrative TIP amendments;
- Require that all administrative approvals subsequently be reported to all MPO members;
- Reorganize the PPP to make it more understandable; and
- Other minor corrections to make the PPP consistent with Operational Bylaws and other MPO documents.

Public Comment Period

A 45 day written public comment period was initiated on July 12 and ends August 25.

Action Requested

MPO requests the Advisory Committees of the BMCMPO to make a recommendation to the Policy Committee on the amended Public Participation Plan.

Bloomington/Monroe County Metropolitan Planning Organization

Public Participation Plan

Adopted
December 13, 2002

Amended
June 8, 2007
_____, 2010

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Introduction

Federal legislation requires the establishment of a Metropolitan Planning Organization (MPO) to conduct transportation planning in urban areas where the population exceeds 50,000 people. The basic objectives of an MPO are to encourage and promote the development of transportation systems, to embrace multiple modes of transportation, and to minimize transportation related fuel consumption and air pollution.

Indiana Governor Robert D. Orr designated the City of Bloomington Plan Commission as the MPO for the Bloomington urban area on March 4, 1982.

Locally, the Bloomington/Monroe County Metropolitan Planning Organization (MPO) fulfills the MPO mission as an intergovernmental transportation policy group that manages transportation project funding for the Bloomington/Monroe County Urbanized Area (which includes the City of Bloomington, the Town of Ellettsville, and portions of Monroe County). The Bloomington/Monroe County MPO is responsible for ensuring that the transportation planning program in the Urbanized Area incorporates consultation, cooperation, and coordination between the MPO, various civic organizations, and the public. MPO decisions are endorsed by a Policy Committee upon the recommendation of both the Technical Advisory and the Citizens Advisory Committees.

The Policy Committee (PC) consists of municipal and county elected officials, non-elected members, membership from the Bloomington Public Transportation Corporation, Indiana University, Indiana Department of Transportation (INDOT), and the Federal Highway Administration (FHWA). The Technical Advisory Committee (TAC) includes state and local planners, engineers, transit operators and other transportation-related professionals. The Citizens Advisory Committee (CAC) represents a broad cross-section of Bloomington/Monroe County citizen and community interests.

Purpose

The Public Participation Plan (the Plan) for the Bloomington/Monroe County Metropolitan Planning Organization (MPO) has been developed pursuant to the final federal metropolitan regulations of the United States Department of Transportation (USDOT) as contained in the October 28, 1993 Federal Register and any subsequent changes herein mandated by federal legislation.

The Bloomington/Monroe County MPO has established a set of goals for the public participation process to guide MPO staff in developing opportunities for the involvement of public officials and citizens. These goals also assist in ensuring the public participation process meets the needs of the communities involved in the transportation planning activities for the region.

The Plan should be periodically updated and revised in order to improve continuous, comprehensive, and cooperative transportation planning (Federal 3C Process) for the Bloomington/Monroe County Metropolitan Planning Organization (MPO). The plan is typically updated in response to local needs and interests or due to new state and federal requirements.

Public Participation Plan Goals

The Plan has been developed pursuant to the Safe Accountable, Flexible, Efficient Transportation Equity Act A legacy for Users (SAFETEA-LU); Title VI, 6001 (a).134 (i)(5),(A):

> *"Each metropolitan planning organization shall provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties with a reasonable opportunity to comment on the long-range transportation plan [for the TIP]"*

The Plan has been developed using the following SAFETEA-LU and Bloomington/Monroe County MPO general goals:

- Provide adequate public notice and time for public review and comment at key decision points
- Demonstrate explicit consideration and response to public input received
- Seek out the needs and input of the public who typically are underserved by existing transportation systems
- Provide periodic reviews of the public involvement process and participation plan in terms of their effectiveness
- Coordinate to the maximum extent practical with statewide public involvement processes

- Educate and raise awareness within the MPO's boundaries about current and future transportation needs
- Encourage broad public participation from all sectors of the community, and provide the community with adequate opportunities to participate in the decision making process
- Foster a sense of ownership toward the transportation planning process and the resulting projects within the community

Public Participation Mission Statement

The Bloomington/Monroe County MPO is committed to providing the City of Bloomington, the Town of Ellettsville, and Monroe County with quality transportation planning programs and services, and working to provide all citizens access to an efficient and safe transportation system. Toward this goal, the Bloomington/Monroe County MPO shall be committed to:

- The promotion of environmental justice principles in all of its programs and policies as prescribed by the governing Environmental Justice Policy Statement. This involves the development of equitable programs and policies that avoid disproportionately negative effects on minority and/or low-income populations, as well as expediting the distribution of benefits from these projects.
- Working continuously to ensure the full and fair participation of all affected communities in the transportation planning process.
- Providing an equitable distribution of transportation infrastructure affecting public and environmental health, and to the development of a just public transit system.

Public Participation Plan Policy

It is the policy of the Bloomington/Monroe County MPO to provide access to the transportation planning process so as to allow the public opportunity to comment on transportation planning activities. By doing so, the Bloomington/Monroe County MPO Policy Committee will have available to them public ideas, concerns, and suggestions on all transportation planning issues.

Two areas of primary interest for transportation planning issues and public involvement are the Long Range Transportation Plan and the Transportation Improvement Program (TIP). The MPO is responsible for adopting and maintaining these core MPO products. The Long Range Transportation Plan (LRTP) is the twenty year long range, multi-modal transportation plan for the Bloomington Urbanized Area as required by Federal Statutes (23 USC 135, Section 450.300) for the programming of Federal funds for transportation project planning and implementation of ground transportation modes (roadway, transit, bicycle, and pedestrian facilities). The long range plan shall be updated every five years in order to maintain the twenty year horizon, but may be amended more frequently if needed. The TIP is the four year short range capital improvement plan to implement the Long Range Transportation Plan. Project details such as timing, costs, design, phases, and funding sources are all detailed within the TIP and thus provide a strategic planning document to program funding for actual transportation projects.

Additional areas of interest for transportation planning issues and public involvement exist for all programs and products of the MPO. These areas may include, but are not limited to, transportation studies, transportation grant applications (e.g. Transportation Enhancement, Safe Routes to School), design feasibility studies, MPO policies and procedures (e.g. operational bylaws), and other related programs, processes, and activities as detailed within the applicable fiscal year Unified Planning Work Program (UPWP).

Adoption Resolutions and Major Amendments Policy

The Bloomington/Monroe County MPO shall follow to the fullest extent possible the Public Participation Plan for adoption resolutions and major amendments to the Long Range Transportation Plan and the TIP. MPO staff shall bring all such resolutions and amendments to the Citizen's Advisory Committee and Technical Advisory Committee before they are adopted by the Policy Committee. The public shall have a minimum of 30 days for written comment on such resolutions and amendments before they may be adopted by the Policy Committee.

This section applies to the following resolutions and amendments:

- Adoption of a new Transportation Improvement Program.
- Adoption of a new Long Range Transportation Plan.

- Adoption of a new, or amendment to an existing, Public Participation Plan, except that the required written public comment period shall be 45 days for such action.
- Inclusion into an adopted TIP of new capital improvement projects that meet one or more of the following criteria:
    - capacity expansion;
    - acquisition of right of way.
- Removal from an adopted TIP of an existing capital improvement project.
- Amendments to an adopted TIP that change the total cost of existing capital improvement projects by 100% or more.
- Amendments to the Long Range Transportation Plan that modify transportation projects identified in the Plan.

Related MPO Programs and Minor Amendments Policy

The Bloomington/Monroe County MPO shall follow to the fullest extent possible the Public Participation Plan for related MPO program adoption resolutions and minor amendments to the 2030 Long Range Transportation Plan and the TIP. MPO staff may bring such resolutions and amendments to the Citizen's Advisory Committee and Technical Advisory Committee before they may be adopted by the Policy Committee, but may only present them to the Policy Committee due to time constraints. The minimum 30 day written public comment period may also be waived for such resolutions and amendments.

This section applies to the following resolutions and amendments:

- Adoption of a new Unified Planning Work Program (UPWP)
- Inclusion into an adopted TIP of new capital improvement projects that do not meet one or more of the following criteria:
    - capacity expansion;
    - acquisition of right of way.
- Amendments to an adopted TIP that change the total cost of existing capital improvement projects by greater than 20% but less than 100%.
- Amendments to the Long Range Transportation Plan that modify transportation policy, document text, or other material in order to be compliant with federal, state, and/or local regulations and policy.
- Any other MPO product or program requiring Policy Committee approval.

Administrative Approval Policy

Certain resolutions and amendments shall only require administrative approval by the MPO Director and the MPO Policy Committee Chairperson. Such resolutions and amendments shall be exempt from review by the MPO Committees prior to their administrative approval. The minimum 30 day written public comment period shall also be waived for such resolutions and amendments. All such resolutions and amendments approved under these administrative procedures shall be reported to all MPO Committees at their next regularly scheduled meetings.

This section applies to the following resolutions and amendments:

- Modifications to the text or graphics in an adopted TIP that do not affect project costs, scopes, or schedules.
- Amendments to an adopted TIP that change the proposed year for a phase of an existing capital improvement project.
- Amendments to an adopted TIP that change the total cost of existing capital improvement projects by 20% or less.
- Inclusion into an adopted TIP of new capital improvement projects that are labeled as "Illustrative" because they have not received formal approval for their expected funding source and/or have time sensitive or emergency related circumstances associated with the amendment.
- Changing "Illustrative" Transportation Enhancement (TE), Highway Safety Improvement Program (HSIP), Safe Routes to School (SRTS), and Transit capital improvement projects into new capital improvement projects provided that the formal funding awards has subsequently been received. All other "Illustrative" projects that seek formal funding must be amended into the TIP using the procedures provided under the Major Amendments Policy.

Other Approvals

Two other approval types are provided for the MPO:

- Change Orders: The MPO Director may approve Change Orders to projects in an adopted TIP subject to the procedures of the BMCMPO Change Order Policy.
- Special Votes: The Policy Committee may conduct special votes using mail, fax, or e-mail in the event of a time-sensitive business item, subject to the procedures of the BMCMPO Operational Bylaws.

Such approvals shall not be subject to the MPO Committee review or public comment period requirements of this section, but shall be reported to all MPO Committees at their next regularly scheduled meeting.

General Provisions

When required under these procedures, the written public comment period for resolutions and amendments shall begin on the first date of the legal public notice published in the local newspaper(s), provided no substantive changes have occurred to the advertised resolutions and amendments by the time the Policy Committee takes formal action. If substantive changes occur, then an additional 30 day written public comment period shall be provided. Additional public notification methods may be used to supplement the required legal notice.

At minimum, the public shall always have the opportunity for comment on any MPO topic, agenda item, or other relevant transportation issue. This may occur during any MPO Committee meeting, with a limit of 5 minutes per person, or through the submittal of written comments to MPO staff. The public, MPO staff, MPO Committees, and related BMCMPO partner agencies shall mutually respect all comments conveyed and shall always conduct themselves in a professional manner. All information related to any MPO activity will be accessible to anyone and available upon request.

Environmental Justice Policy (EJ)

Under the 1993 Federal Transit Act, metropolitan planning processes must be in compliance with Title VI of the 1964 Civil Rights Act. The 1994 Presidential Executive Order (12898) directed every Federal agency to make environmental justice a part of its mission by identifying and addressing the effects of all policies, programs and projects on minority/ low income populations. This Order provided further clarification of Title VI. The USDOT (Department of Transportation) Final Order on Environmental Justice specifically required that "procedures shall be established, or expanded as necessary, to provide meaningful opportunities for public involvement by members of minorities and low-income populations during the planning and development of programs, policies and activities."

The fundamental principles of environmental justice are:

- To avoid, minimize, or remedy disproportionately high and adverse human health and environmental (including social and economic) effects of policies, programs and projects on all living and non-living things, regardless of perceived or real economic, social or ecological status.
- To ensure the full and fair participation of all affected communities in the transportation decision making process.
- To prevent the denial of, reduction in, or significant delays in, the receipt of project benefits by all populations regardless of perceived or real economic, social or ecological status.

Specific to transportation planning, applying these environmental justice principles involves:

- Maintaining equity in programs and policies by balancing the benefits and negative results of transportation projects in all communities.
- Closely examining the scope of proposed transportation programs and projects.
- Keeping programs flexible, and seeking the input of affected communities in developing project options.

By applying the following guidelines, the Bloomington/ Monroe County MPO further complies with Title VI, EO 12898 and the DOT Order to Address Environmental Justice in Minority and Low Income Populations. These criteria are intended to provide guidance for the Bloomington/Monroe County MPO

transportation planning activities, and to promote a common understanding of the concept of environmental justice.

Six Environmental Justice Principles for Transportation Planning

Making Environmental Justice a Priority - The Bloomington/Monroe County MPO is committed to following the spirit, as well as the letter of the Order (DOT Order to Address Environmental Justice in Minority Populations and Low Income Populations), throughout all of its projects and activities. The MPO will require that all Bloomington/Monroe County transportation planning partners (i.e. INDOT, Bloomington Transit, Indiana University Campus Bus) do so as well.

Increasing Meaningful Public Participation - The Bloomington/Monroe County MPO will continuously work to develop public participation that will:

- Be thorough and fully inclusive, involving all relevant stakeholders and communities. The MPO seeks to involve the broadest cross-section of the community in the transportation planning process, based on geographic distribution, sex, race, socioeconomic status and interests (environmental, neighborhood, etc.).
- Adapt and tailor programs to specific populations and situations, taking in to account a wide range of differences.
- Reach out to communities that have not traditionally been involved in transportation planning, particularly low income and minority communities.
- Provide opportunities to members of affected communities to influence project decisions by proactively soliciting their input.
- Have opportunities for public input throughout the project development process (from project selection, design and implementation).
- Develop and maintain a Public Involvement Process that is transparent and open in its methods.

Maintaining Project Flexibility - In implementing environmental justice practices, the Bloomington/Monroe County MPO will tailor its methods to reflect the unique issues and populations affected by each policy, program, or project. The MPO will work with members of affected communities, and all stakeholders to encourage input and develop project options that meet transportation goals as well as community needs.

Promoting Project Equity - In developing programs and policies, the Bloomington/Monroe County MPO will work continuously to balance the benefits and negative results of transportation projects in all communities. Programs will not result in disproportionate negative impacts solely on low-income or minority communities.

Utilizing Rigorous Demographic Analysis - In order to address potential environmental justice issues, low income and/or minority populations must be identified through demographic (census) data and then mapped. To identify and map potential low-income and/or minority populations, the Bloomington/Monroe County MPO will:

- Be quantitative in presenting data wherever possible.
- Use community profile information (as defined in the National Environmental Policy Act of 1969-NEPA) whenever possible.
- Provide thorough documentation of information sources.
- Use flexible methods of gathering information, designed to address specific population(s)

Developing Effective Conflict Resolution Methods - If conflicting interests and issues arise during a project, an appropriate resolution process will be developed. This process will be:

- Respectful to the desires and wishes of stakeholders and communities.
- Flexible in nature, and designed to address the specific needs of affected communities.

Public Participation Plan

Public Education

Successful and meaningful public participation can only be assured through a public education effort where the issues and complexities of transportation planning can be simply explained and openly discussed. Public education will take place through utilizing the MPO website, public workshops, and various media outlets. By increasing publicity and awareness for the MPO and its activities, more citizens will become educated about transportation issues.

Visualization

The MPO shall employ visualization techniques to depict metropolitan Long Range Transportation Plan, the Transportation Improvement Program, and other significant MPO related projects to improve comprehension of these often complex transportation related projects and further promote successful and meaningful public participation. Techniques may include, but are not limited to, one or more of the following:

- 3D Renderings
- 2D Overlays
- Maps
- GIS
- Engineering Designs

Website

The MPO staff will develop and maintain a home page for the MPO on the World Wide Web. This home page may consist of historical information regarding transportation planning in the city and county, published documents, draft documents for review, reports and links to related internet sites, as well as MPO staff member contact information.

At a minimum, the content of this page will include:

- The Bloomington /Monroe County Year 2030 Transportation Plan
- The most recent Transportation Improvement Plan
- The most recent Unified Planning Work Program
- Committee Meeting Schedules
- Agendas for upcoming Policy, Technical Advisory and Citizens Advisory Committee meetings.
- Archives of minutes from previous Policy, Technical Advisory and Citizens Advisory Committee meetings.

Committee Meetings

The MPO committees (Policy, Technical Advisory, and Citizens Advisory) have regularly scheduled meetings that are open to the public. MPO staff will annually develop a schedule of meeting dates for each committee, consisting of monthly meeting times, dates and places. The meeting schedule is available from the

website or by request. Generally speaking committee meetings occur at least once a month except for December and July and take place at Bloomington City Hall, 401 North Morton Street. Additional meetings may be added as needed and will be announced at least two weeks in advance.

The public is actively encouraged to attend MPO committee meetings and to be involved in the transportation planning process. Meeting agendas for each of the three MPO committees are published online at http://bloomington.in.gov/mpo .

Public Meetings and Workshops

The MPO will regularly conduct 1-2 rounds of additional workshops, timed to coincide with important milestones in the development of the regular update of the Long Range Transportation Plan. The MPO will try to hold these meetings at various locations throughout the urbanized area. The purpose of these workshops will be to support development and public review of the Long Range Transportation Plan. The MPO will also conduct 1-2 rounds interagency coordination workshops, timed to coincide with the preparation for annual development of the Transportation Improvement Program. This coordination will provide the technical support needed in the preparation of the TIP for public comment and review through the Committee Meeting process.

Media Participation/Public Notification

The MPO staff will provide the major newspapers in the Bloomington urbanized area (the Herald Times and the Indiana Daily Student) with timely notice regarding the adoption of the Long Range Transportation Plan and TIP. In addition the MPO, in conjunction with the City of Bloomington, will provide press releases about other related MPO activities on a case by case basis. All press releases will include information on the meeting date(s) and time(s) for the MPO committees, announcements for public meetings/workshops to discuss the MPO's transportation planning documents, and other pertinent information.

The Bloomington MPO staff will announce† committee and public meeting/workshop information in the following media outlets:

- The Herald Times (in the On the Agenda section)
- The Indiana Daily Student
- Radio Public Service Announcements (as needed)- on B97, WHFB, WFIU
- Television Public Service Announcement (as needed)- on B-CATS
- On the MPO website - http://bloomington.in.gov/mpo .
- At the Monroe County Library (Bloomington and Ellettsville)
- At the Showers Center City Hall

†Please note that press releases do not guarantee that any of the media agencies listed will actually publish or announce the press release unless the MPO pays for advertising. Typically the MPO does not have funding available to pay for advertising and relies on these media outlets to make these

announcements in a timely manner. Some instances may warrant the need to pay for advertising for public notification.

Individuals with Disabilities

All of the meeting rooms at City Hall are accessible by ADA standards.

Upon request, any MPO documents can be made available in alternative formats to individuals with disabilities. Please contact the City of Bloomington Legal Department at (812) 349-3426 or the City of Bloomington Community and Family Resources Department at (812) 349-3430 for information on sign language interpreters or Braille translations.

Individuals with disabilities who need accommodations to participate in committee meetings or public hearings, should contact the City of Bloomington Facilities Manager at (812) 349-3410.

Getting in Touch - Comments

Public comment can be submitted in several ways:

- By attending meetings and workshops
- By visiting the City of Bloomington Planning office: 401 North Morton Street; Suite 160; Showers Center City Hall
- By phone (812) 349-3423
- Fax (812) 349-3535
- US Postal Service: Attention: MPO Director; Showers Center City Hall; 401 N. Morton St.; Bloomington, IN 47402,
- Email: mpo@bloomington.in.gov

Measuring Public Outreach

In order to evaluate the quality of input and participation generated through the Public Participation technique(s) used, the Bloomington/ Monroe County MPO has developed a set of performance objectives: accessibility, diversity, outreach, and impact.

Accessibility

- MPO public workshops and/or meetings will be held in all those areas/communities affected by a proposed project.
- One hundred percent of meeting locations must be accessible by mass transit.
- All meetings must be accessible under the requirements of the Americans with Disabilities Act (ADA).

Diversity

- The demographic composition of the Citizens Advisory Committee (age, ethnicity, geographic location, disability, and socio-economic level) must roughly mirror the demographics of the Bloomington urbanized area.
- The participation of low income and minority populations at MPO meetings will be encouraged to the maximum extent possible.

Outreach

- The MPO staff and MPO Committee Members are encouraged to participate in potential outreach activities (e.g. other committees, workshops, and meetings) to increase public awareness of the MPO.
- The MPO will send out press releases of all of its activities.
- When appropriate, the MPO will participate in radio and/or TV spots.

Impact

- One hundred percent of written comments received will be reviewed and communicated to transportation decision makers.
- One hundred percent of written comments will be acknowledged so that citizens are confident that their comments were taken into consideration in MPO decision making.

Appendix

Bloomington/Monroe County MPO Committees

All committee meetings are open to the public and are held once a month, except for December and July, in the McCloskey Conference Room, City Hall. Specific dates and times are available from the website, MPO staff, or by request.

Policy Committee

The Policy Committee consists of locally elected or appointed officials and representatives from the City of Bloomington, the Town of Ellettsville, Monroe County, Indiana University (IU), The Indiana Department of Transportation (INDOT), the Federal Highway Administration (FHWA) the Bloomington Public Transit Corporation (BT), and the Citizens Advisory Committee.

Policy Committee meetings are open to the public, and are usually scheduled on the 2nd Friday of every other month, at 1:30 p.m., in the McCloskey Conference Room, City Hall. Special workshops may be scheduled at other times and locations. The Policy Committee consists of the following members:

- Mayor, City of Bloomington
- President, Monroe County Commissioners
- President, Monroe County Council
- President, City of Bloomington Common Council
- President, Monroe County Plan Commission
- President, City of Bloomington Plan Commission
- President, Ellettsville Town Council
- Chair, Board of Directors, Bloomington Public Transportation Corporation
- Vice President & Chief Administrative Officer, Indiana University
- Director, City of Bloomington Public Works Department
- Director, Monroe County Highway Department
- Chair, MPO Citizens Advisory Committee
- Director, INDOT Seymour District
- FHWA, Indiana Division (Non-Voting)
- FTA, Region V (Non-Voting)

Technical Advisory Committee (TAC)

The TAC includes local and state engineers, planners, transit operators, county school transportation planners, the local street maintenance manager and other transportation related individuals. Through the TAC, the Policy Committee receives technical advice on the projects and programs that the MPO has developed.

Technical Advisory Committee meetings are open to the public, and are usually scheduled on the 4th Wednesday of each month, at 1:30 p.m., in the McCloskey Conference Room, City Hall. Special workshops may be scheduled at other times and locations. The Technical Committee consists of the following members:

- City Engineer, City of Bloomington
- Deputy Director Public Works, City of Bloomington
- Controller, City of Bloomington
- Planning Director, City of Bloomington
- Director of Operations & Development, City of Bloomington Parks and Recreation
- Assistant Utilities Director, City of Bloomington
- GIS Coordinator, City of Bloomington
- Streets Superintendent, City of Bloomington
- Assistant Director, Monroe County Highway Department
- Director, Monroe County Planning Department
- Auditor, Monroe County
- Parks & Recreation Administrator, Monroe County
- GIS Coordinator, Monroe County
- Director of Planning Services, Town of Ellettsville
- Town Engineer, Town of Ellettsville
- Executive Director of Transportation, Indiana University
- General Manager, Bloomington Transit
- Manager, Rural Transit
- Director, Monroe County Airport
- Transportation Director, Monroe County Community School Corporation
- Transportation Director, Richland-Bean Blossom Community School Corporation
- Vice-Chair, Citizens Advisory Committee
- INDOT Planning/Programming Representative
- INDOT Public Transportation Representative
- INDOT Seymour District Office, Planning and Programming Director
- FHWA, Indiana Division (Non-Voting)
- FTA, Region V (Non-Voting)

Citizens Advisory Committee (CAC)

The CAC is a volunteer group consisting of representatives from community organizations, professional organizations, neighborhood associations, and the private sector. Interested citizens that are not officially representing an agency or association are also invited to join the CAC. Through the CAC, the MPO receives direct public input for Policy Committee deliberation on transportation issues. The CAC also assists in developing public involvement programs to solicit general public input on all MPO activities.

The Citizens Advisory Committee meetings are open to the public, and are usually scheduled on the 4th Wednesday of each month, at 6:30 p.m., in the McCloskey Conference Room, City Hall. Special workshops may be scheduled at other times and locations. The CAC generally seeks membership from the following groups or organizations:

- Bloomington Traffic Commission
- Monroe County Traffic Commission
- Indiana University Student Association
- Bloomington Commission on Sustainability
- Bloomington Bicycle and Pedestrian Safety Commission
- Greater Bloomington Chamber of Commerce
- Ellettsville Chamber of Commerce
- Bloomington Environmental Commission
- League of Women Voters
- Bloomington Historic Preservation Commission
- Bloomington Council of Neighborhood Associations
- Bloomington Bicycle Club
- Bloomington Board of Realtors
- Bloomington Council for Community Accessibility
- Downtown Bloomington, Inc.
- Area 10 Agency on Aging
- Bloomington Urban Enterprise Association
- Monroe County Soil & Water Conservation District
- INDOT, Seymour District (Non-voting)
- FHWA, Indiana Division (Non-Voting)
- Bloomington Transportation Options for People (BTOP)
- Citizens not representing a neighborhood or agency
- Bloomington Neighborhood Association Representatives (Arden Place, Autumn View, Bitner Woods, Blue Ridge, Broadview, Bryan Park, Cascades Addition, Crestmont, Eastern Heights, East Side, Elm Heights,

Fritz Terrace, Garden Hill, Gentry Estates, Green Acres, Highland Village, Hoosier Acres, Hyde Park, Kenwood, Kensington, Matlock Heights, McDoel Gardens, Miller Drive, Nancy/Hillside, Near Westside, Northwood Estates, Old Northeast Downtown, Park Ridge, Park Ridge East, Prospect Hill, Rockport Hills, Rolling Oaks, Sherbrooke Place, Sherwood Oakes, Sherwood Green, Sixth and Ritter, Somerset, Southeast Coalition, South Griffy, Sycamore Knolls, Waterman, West Pointe, Winslow Farms, Woodview)

Core Transportation Planning Documents

SAFETEA-LU continues the requirements of the development of a Long Range Transportation Plan (LRTP) and a Transportation Improvement Plan (TIP) by each MPO and requires that these documents be incorporated into a statewide plan and program of projects. Documentation of the MPO planning process is developed annually and outlined in the Unified Planning Work Program (UPWP).

Long Range Transportation Plan

The Bloomington/Monroe County Year 2030 Transportation Plan is a comprehensive transportation plan for Monroe County. Transportation projects (including but not limited to major roadways, transit and other intermodal facilities) proposed by the plan provide a guideline of future transportation investments over a twenty-five (25) year horizon. The plan will be reviewed and updated every three to five years to confirm its consistency with current and forecasted transportation and land use trends. The transportation plan reflects environmental and intermodal considerations and provides a financially constrained vision of future transportation investments.

Transportation Improvement Plan (TIP)

The TIP is a short-term document covering four (4) fiscal years, and is updated annually. The TIP includes a list of priority projects to be carried out in each of the 4 years. The TIP serves as a strategic management tool to accomplish the goals of the Transportation Plan; therefore the TIP projects must be consistent with the Plan. The TIP lists all roadway, transit and intermodal projects planned to receive federal, state and local funding. The projects are organized by the local agency implementing the project and the year the project is proposed to take place. The TIP must also be financially constrained by year and include only those projects for which funding has been identified. The financial plan for the TIP is developed by the MPO in cooperation with local and state transportation agencies as well as transit operators. After adoption of the TIP by the Policy Committee, the Bloomington/Monroe County TIP becomes part of the Statewide Transportation Improvement Program (STIP). The adoption of the TIP is a reaffirmation of the Transportation Plan. If at the time of adoption the TIP does not agree with the Transportation Plan, amendment of the Transportation Plan will be necessary for the adoption of the proposed TIP to occur.

Unified Planning Work Program (UPWP)

The UPWP guides the MPO and summarizes transportation planning activities for the various agencies and interests in the Bloomington urbanized area. It shows what agency will do specific planning studies, when the work will be completed, and what the final products and resources will be. The UPWP also serves as a program budget and includes anticipated financial resources and expenditure information for the fiscal year covered. The UPWP is updated annually, and sent to state and federal agencies for review and approval.

MEMORANDUM

To: Technical Advisory Committee & Citizen Advisory Committee Members

From: Raymond Hess, Transportation Planner

Date: August 18, 2010

Re: Transportation Improvement Program (TIP) Amendments

Project Carryover to future years

The BMCMPO did not develop a new TIP for FY 2011 and therefore is relying on the FY2010-2013 TIP (available online at www.bloomington.in.gov/clearinghouse). As a result, several projects have outdated project tables. Phases of these projects were identified to occur in 2010 but should be carried forward to future years. This change would apply to the following projects:

- Monroe County: Karst Farm Greenway (Phase I) – move construction to 2011 (p 16);
- City of Bloomington: Atwater/Henderson Signal – move construction to 2011 (p 25);
- City of Bloomington: Cascades Trail (Phase I) – move construction to 2012 (p 27);
- Community School Corporations: RBBCSC Sidewalk construction – move construction to 2011 (p 39);
- Community School Corporations: MCCSC Batchelor Middle School Infrastructure – move construction to 2011 (p 40);
- Indiana University Transit: Park and Ride Improvements – move project to 2011 (p 47).

Heritage Trail (Town of Ellettsville)

The Town of Ellettsville has requested the Heritage Trail be updated in the TIP since new information is available on project cost and project timelines. Preliminary engineering (totaling $57,585) and right-of-way (totaling $17,281) would be added to fiscal year 2011. The construction cost would be updated to total $129,744 and be reflected in FY 2012. Ellettsville is requesting that the Heritage Trail be reflected in the TIP as follows:

Town of Ellettsville Projects		Funding Source		Fiscal Year 2010	2011	2012	2013
Project:	**Ellettsville Heritage Trail (Ph I)**	PE	TE		$ 46,068		
Location:	Along former rail line from Main St. to Depot Rd.		Local		$ 11,517		
Description:	Construction of a multi-use trail for non-motorized use, including site amenities.	ROW	TE		$ 13,825		
			Local		$ 3,456		
DES#:	0301167	CON	TE			$ 103,795	
			Local			$ 25,949	
Support:	MCATGSP						
Allied Projects:	B-Line Trail, Ellettsville-Stinesville Trail		**TOTAL**	$ -	$ 74,866	$ 129,744	$ -

SR 446 Resurfacing (INDOT)

The Indiana Department of Transportation (INDOT) has requested that a resurfacing project for SR 446 be added to the TIP. The project would occur in FY 2011 and total $1,848,000. INDOT is requesting the following project table be added into the TIP:

State of Indiana Projects		Funding Source	Fiscal Year 2010	2011	2012	2013
Project:	**SR 446 Resurfacing**	PE STP				
Location:	Pine Grove Rd. to SR 46	PE State				
Description:	HMA Overlay, Preventive maintenance	ROW STP				
		ROW State				
		CON STP		$ 1,478,400		
DES#:	1005184	CON State		$ 369,600		
Support:	Non-Interstate Preservation					
Allied Projects:	n/a	**TOTAL**	$ -	$ 1,848,000	$ -	$ -

I-69 Section 4 (INDOT)

INDOT has requested that Section 4 of I-69 be amended into the TIP. The project would show preliminary engineering in fiscal years 2011, 2012, and 2013 totaling $27.7 million. It would show right-of-way in 2011, 2012, and 2013 totaling $45.9 million. It would show construction in 2012, 2013, and 2014 totaling $472.9 million (note: 2014 is shown as illustrative because it is outside of the timeframe of the TIP). INDOT is requesting the following project table be added into the TIP:

State of Indiana Projects		Funding Source	Fiscal Year 2010	2011	2012	2013	Illustrative
Project:	**I-69 Section 4**	PE NHS		$ 19,920,000	$ 1,120,000	$ 1,120,000	
Location:	US 231 (near Crane Naval Base) to SR 37 (south of Bloomington)	PE State		$ 4,980,000	$ 280,000	$ 280,000	
Description:	New interstate highway road construction	ROW NHS		$ 16,880,000	$ 17,760,000	$ 2,080,000	
		ROW State		$ 4,220,000	$ 4,440,000	$ 520,000	
		CON NHS			$ 61,520,000	$ 163,200,000	$ 153,600,000
DES#:	TBD	CON State			$ 15,380,000	$ 40,800,000	$ 38,400,000
Support:	LRTP						
Allied Projects:		**TOTAL**		$ 46,000,000	$ 100,500,000	$ 208,000,000	$ 192,000,000

Since this is a new capacity adding project, a 30 day written public comment period was initiated on July 29 and ends August 27. Additional details about the project are attached in a letter dated July 12, 2010 from Sam Sarvis, Deputy Commissioner of INDOT.

Action Requested

The Advisory Committees of the BMCMPO are asked to make a recommendation to the Policy Committee on the following TIP amendments

- Project Carryover to future years for
  - Monroe County's Karst Farm Greenway (Phase I);
  - City of Bloomington's Atwater/Henderson Signal;
  - City of Bloomington's Cascades Trail (Phase I);
  - RBBCSC's Sidewalk Construction;
  - MCCSC's Batchelor Middle School Infrastructure;
  - Indiana University Transit's Park and Ride Improvements.
- Update to Ellettsville's Heritage Trail Project to include updated preliminary engineering, right-of-way, and construction costs
- Add INDOT's SR 446 resurfacing project
- Add INDOT's I-69 Section 4.

Attachment: Letter from Sam Sarvis to Tom Micuda date 7/12/10

JUL 14 2010

INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

60 N Commercial Park Dr
PO Box 759
Washington, Indiana 47501

PHONE: (812) 254-2831
FAX: (812) 254-9911

Mitchell E. Daniels, Jr., Governor
Michael B. Cline, Commissioner

July 12, 2010

Mr. Tom Micuda
Planning Director
Bloomington Area Metropolitan Planning Organization
401 N. Morton, Suite 160
Bloomington, IN 47404

Dear Mr. Micuda:

Governor Daniels announced on May 19 the Indiana Department of Transportation's (INDOT) intent to open I-69 Section 4 to traffic from U.S. 231 near Crane to S.R. 37 near Bloomington by the end of 2014. Of the 27 miles that make up I-69 Section 4, 1 ¾ miles fall within the planning area boundaries for the Bloomington Metropolitan Planning Organization (MPO). In the next week, INDOT will submit a request for an amendment to the Bloomington MPO Transportation Improvement Program (TIP) for I-69 Section 4 development and construction. INDOT will request the MPO advertise the amendment for a 30-day public comment period that will support Policy Committee consideration and a vote at their September 10th meeting.

The I-69 corridor has been deemed by Congress as a Corridor of National Significance (Corridor 18), and has been identified by Congress as a High Priority Corridor. I-69 planning has been ongoing for nearly a decade. The 2003 Tier 1 Record of Decision divided the corridor between Evansville and Indianapolis into six sections of independent utility. Construction is underway on I-69 Sections 1 through 3, stretching 67 miles from I-64 near Evansville to U.S. 231 and is scheduled to open to traffic by the end of 2012. As required under the National Environmental Policy Act, a Draft Environmental Impact Statement for Section 4 will be published in July followed by all necessary steps to secure a Record of Decision in 2011. I-69 routing has already been established with the 2003 Tier 1 Record of Decision, but during Tier 2 environmental studies a public hearing and public comment period will provide the community an opportunity to provide input on local concerns in the Section 4 corridor.

23 CFR 450.324(d) states that:

> *"The TIP shall contain all regionally significant projects requiring an action by the FHWA or the FTA whether or not the projects are to be funded under title 23 U.S. C. Chapters 1 and 2 or title 49 U.S.C. Chapter 53 (e.g., addition of an interchange to the Interstate System with State, local, and/or private funds and congressionally designated projects not funded under 23 U.S.C. or 49 U.S.C. Chapter 53). For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non-Federal funds."*

I-69 Section 4 is reflected in both INDOT's and the MPO's long-range plans and is a fiscally constrained project, funded with traditional federal transportation revenue and matching state funds. The amendment is a demonstration of the federal requirements for cooperating, collaborating and coordinating, the 3-C's of the planning process.

Because the population of the Bloomington urban area is less than 200,000, the Bloomington metropolitan area is designated as a non-Transportation Management Area (TMA). As such, projects to be implemented using title 23 funding or funds under title 49 Chapter 53 shall be selected by the State in cooperation with the MPO. Our participation as an active member of the Policy Committee has been a strong indicator of the agency's intent to be valuable planning partners, and it is further evident by the following steps taken over the last eighteen months to meet the 3-C's of federal regulations. Those steps are outlined below:

1. All phases/segments of the project have been moving forward, with INDOT informing the Bloomington MPO of the project. Since last fall I have reviewed where we have been with the policy committee when I have been asked for an update.
2. I-69 Section 4 is included in both INDOT's Long Range Plan and the Bloomington MPO's Long Range Plan.
3. INDOT has maintained a project office in Bloomington to receive questions and comments from the public. Comments about local conditions in Section 4 have been utilized in the analysis of alternative plans within the 2000 foot Tier 1 corridor.
4. INDOT presented a request for an amendment to Bloomington's TIP for the early purchase of a parcel in Section 5 at Tapp Road to relieve a demonstrated financial hardship.
5. INDOT offered planning assistance grants to the City of Bloomington, Monroe County or their planning agencies to further develop area plans related to the I-69 corridor.
6. INDOT committed traditional highway funding as the mechanism for completing Section 4 on May 19, 2010. A fiscally constrained plan, along with its identification in the MPOs Long Range Plan make this project eligible for amendment into the TIP.

INDOT is committed to coordination with the Bloomington MPO to advance this project without delays, which includes the project's acceptance into the MPO's TIP. The following schedule is INDOT's plan for proceeding:

1. July 16 file formal petition to MPO to amend I-69 Section 4 into the TIP.
2. July 23, MPO advertise for 30 day public participation comment period.
3. August 25, amendment before the MPO Technical Advisory Committee and the Citizens Advisory Committee, requesting an affirmative recommendation.
4. September 10, amendment before the MPO Policy Committee, recommend an affirmative vote.
5. INDOT and FHWA will accept public comments on the Draft Environmental Impact Statement during August and September with a public hearing during the comment period.
6. INDOT and the Design Consultant will determine the construction phases and schedule.
7. The Section 4 public outreach office will receive additional staffing to address public questions.
8. Final Environmental Impact Statement completed late 2010.
9. Record of Decision anticipated in early 2011.
10. Right of Way purchasing begins in the early 2011.
11. Construction begins in 2011.

INDOT appreciates the opportunity to partner with the MPO in the planning of a transportation system that supports regional goals and objectives, and look forward to the mutual cooperation between our organizations in the continued planning and delivery of this Corridor of National Significance and hope for concurrence with the schedule laid out in this letter. If you have questions or concerns regarding this process, please contact Audra Blasdel, INDOT's LPA/MPO and Grants Director, within 7 days at (317) 234-5142 or ABlasdel@indot.IN.gov.

Regards,

Samual Sarvis
Deputy Commissioner
Major Programs

cc:
INDOT Commissioner Michael B. Cline
INDOT Seymour District Deputy Commissioner Jim Stark
Technical Advisory Committee Chair Adrian Reid
Citizens Advisory Committee Chair Patrick Murray
Policy Committee Chair Kent McDaniel