

# CITY OF BLOOMINGTON



## TRANSPORTATION COMMISSION

**July 21, 2025 @ 5:30 p.m.**

Commissioner:	Term:	Appointed by:
Rick Coppock	07/01/2025 - 07/01/2027	Board of Public Works
John Connell	03/25/2025 - 03/25/2027	Public Transportation Corporation (BT)
Barbara McKinney	02/01/2025 - 01/31/2027	Common Council
Stephen Volan	02/01/2025 - 01/31/2027	Common Council
Brian Drummy	02/01/2025 - 01/31/2027	Common Council
Matt Flaherty	01/01/2024 - 12/31/2027	Council Ex-Officio
Lesley Davis	02/01/2025 - 01/31/2027	Mayor
Mark Stosberg	05/09/2025 - 05/09/2027	Plan Commission

**In-person:**

City Hall, 401 N. Morton St.  
Common Council Chambers, Room #115

**Virtual:**

<https://bton.in/TCmeet>  
Zoom Meeting ID: 635 944 1221  
Passcode: COBPT

# City of Bloomington: Transportation Commission

**In-person:**

City Hall, 401 N. Morton St.  
Common Council Chambers, Room #115

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- 1. ROLL CALL**
  - 2. ELECTION OF OFFICERS**
    - a. Chair\*
    - b. Vice-Chair\*
  - 3. APPROVAL OF MINUTES**
    - a. June 16, 2025\*
  - 4. REPORTS, AND COMMUNICATIONS**
    - a. Conflict of Interest Forms
    - b. Title 15 Update & 180 Day Orders
    - c. N Walnut Street & Blue Ridge
    - d. Bird's New e-scooter/e-bike License Application
  - 5. CASES (PETITIONS, RESOLUTIONS, ETC.)\***
    - a. TC-R-25-01 - Transportation Commission Rules & Procedures Amendment
    - b. TC-R-25-02 - 2025 Transportation Commission Calendar
    - c. TC-R-25-03 - N Indiana Avenue and E 13th Street Intersection
    - d. TC-R-25-04 - N Woodlawn Avenue and E 13th Street Intersection
  - 6. TRANSPORTATION INQUIRIES**
    - a. N/A
  - 7. DISCUSSION, STAFF PROPOSALS, GENERAL PUBLIC COMMENT, ETC.**
  - 8. ADJOURNMENT**
- 

\* = Agenda items seeking for a Commission vote

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call **812-349-3429** or e-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov)

The City offers virtual options, including CATS public access television (live and tape delayed) found at <https://catstv.net/>

The City is committed to providing equal access to information. However, despite our efforts, at times, portions of our board and commission packets are not accessible for some individuals. If you encounter difficulties accessing material in this packet, please contact **Iris Bull** at [iris.bull@bloomington.in.gov](mailto:iris.bull@bloomington.in.gov) and provide your name, contact information, and a link to or description of the resource you are having problems with.

# CITY OF BLOOMINGTON



## TRANSPORTATION COMMISSION

**June 16, 2025 @ 5:30 p.m.**

**In-person:**

City Hall, 401 N. Morton St.  
Common Council Chambers, Room #115

**Virtual Link:**

Zoom Meeting ID:

Passcode:

<https://bton.in/TCmeet>

635 944 1221

COBPT

# Meeting Minutes

The first meeting of the City of Bloomington Transportation Commission was held in City Council Chambers at 401 N Morton Street in Room #115 on June 16, 2025 at 5:30 PM. A virtual room was simultaneously hosted on Zoom at the following link: <https://bton.in/TCmeet> [Zoom Meeting ID: 635 944 1221; Passcode: COBPT]. The meeting was presented by staff member Ryan Robling.

## ROLL CALL

**In-person:** John Connell  
Barbara McKinney  
Stephen Volan  
Brian Drummy  
Lesley Davis  
Mark Stosberg

**Virtual:** Matt Flaherty

**City Staff:** Ryan Robling  
Iris Bull  
Andrew Cibor  
Adam Wason

## CASES (PETITIONS, RESOLUTIONS, ETC.)

- ❖ Adopt [a draft for Administrative Procedures and Rules](#) to govern Commission meetings

McKinney made a motion to adopt Article 1 of the [Administrative Procedures and Rules](#) drafted by staff. Volan seconded the motion.

Before Roll Call, Volan requested a characterization of Article 1.

Robling presented a digital copy of the Administrative Procedures and Rules drafted by staff.

**The motion passed 6-0.**

Article 1 provisioned electronic communications and meetings as permitted in accordance with IC 5-14-1.5. Henceforth, Flaherty (who joined virtually), was permitted to participate in proceedings.

- ❖ Review of Commission's role and the historical context of its formation

Robling presented a historical overview of the social and political context for the Transportation Commission's formation. As part of the presentation, supporting staff Cibor, Bull, Robling, and Wason were introduced to the Commission and their roles were contextualized within anticipated Commission activities. Commission members introduced themselves and described their appointment. Goals, as well as the scope of powers and duties for the commission, were described and discussed.

❖ **Adopt [a draft for Administrative Procedures and Rules](#) to govern Commission meetings**

**COMMISSION COMMENTS:**

Volan: Are members allowed to be represented by proxy members?

Robling: We will confer with legal to determine which members, if any are eligible.

Volan: What types of things and how often will the commission discuss certain topics?

Robling: Depends on several factors, and right now we are unsure.

Cibor: Staff need to consider workflow adjustments to know when to bring agenda items forward.

Volan: To whom are the Commission making recommendations?

Cibor: It depends, but ultimately recommendations are likely going to be put to City Council or staff.

Volan: Is the expectation that eventually staff will expect to take certain items to the Commission?

Robling: Yes; some inquiries from private developments may come before the Commission.

McKinney: Can we ensure that the board will be included as stakeholders to be notified when Engineering sends out public notices? Cibor affirms.

Strosberg and Volan asked clarifying questions about the intent and design of steering committee meetings. Robling clarified details.

Volan: What does staff expect will be appropriate lead time for agenda items?

Robling: Staff aim to provide an agenda and packet materials one week in advance of a meeting.

Volan: Can you define "safety first" as a principle?

Robling: Clarifies that City Council defined "safety" in terms of the elimination of fatal crashes within a 15-year period. The principle was adopted in 2024.

Volan: How will the Commission set an agenda and schedule?

Robling: Staff have drafted a schedule and set of agenda items from a backlog of issues.

As part of redirecting discussion back to a vote on the remaining articles in the Rules and Procedures draft, Bull circulated a copy of the proposed rules to commission members via email.

Robling presented Articles 2 through 5 of the proposed Rules and Procedures draft.

**McKinney made a motion to accept Articles 2 through 5 as presented. Drummy seconded. Motion passed 7-0.**

❖ **Future Meeting Discussion and Action on July 21, 2025 Meeting**

**COMMISSION COMMENTS:**

Volan: Is the Commission a reactive body, or will the body be able to bring forward its own resolutions?

Robling: The current draft does provide the Commission with the ability to put forward its own resolutions.

Robling proposed commission members discuss the Election of Officers. Given lack of member participation in discussion, Volan proposed to table the agenda item to the next meeting.

Robling presented a draft of the Transportation Commission meeting schedule.

**Volan moved that the Transportation Commission meet July 21, 2025 at 5:30PM. McKinney seconded the motion. Motion passed 7-0.**

**COMMISSION COMMENTS:**

Volan: How do members feel about the 3rd Monday of every month?

Members confer that the 3rd Monday of the month generally works for their schedule.

Volan: Is there a reason why there is no meeting scheduled for December?

Robling: The meeting was not anticipated to be productive, and so it was pre-cancelled accordingly.

Volan: Would a member of the audience who is expected to serve as the 8th member of the Commission speak to their preference on the schedule? I'm seeing a thumbs up that the 3rd Monday of the month works for them.

## PUBLIC COMMENT

Paul Rousseau (Bloomington Resident) asked a clarifying question about whether or not the Commission's adopted rules allow for the public to make comments about the rules themselves.

Robling clarified that the rules adopted stipulate that the Commission may not engage in open discourse with a member of the public, but that the Commission may take up questions presented by the public themselves. Staff may prepare the comment on behalf of a resident for Commission review. Residents may send their comments through a written form for discussion at the next scheduled meeting.

Volan clarified that the Commission would prefer to hear from residents, as well as read their prepared comments, and invited Rousseau to speak.

Rousseau expressed concern about the language in Article 1 about commission member bias being too broad. They also expressed concern that public comment be extended to 5 minutes. They also expressed concern that the processes for preparing comments may be too arduous for members of the public.

McKinney asked staff if they have a response to public comment. Robling responded that staff are open to discussion about the rules and procedures, and that the existing template was inspired by Planning Commission rules and procedures.

Volan requested that staff circulate a copy of Planning Commission rules and procedures to commission members.

Robling recognized two members online for participation in public comment.

Eric Ost praised the Commission for accepting public comment on the rules and procedures. They expressed concern for prioritizing accountability and transparency as goals. They expressed concern that the language of the rules made it unclear if the public would receive a copy of meeting minutes. They expressed concern that video recordings of the proceedings be added to the CATS archive within one day of the scheduled meeting.

Wendy Bricht expressed concern that the language of the rules and procedures are discouraging to the public. They expressed concern that the process of raising issues with the Commission is too complex or complicated. They expressed concern that 3

minutes is an insufficient allotment for public comment. They expressed concern that the Commission takes seriously the residents who are impacted by changes to local transportation.

Betty Rose Nagle expressed a perception of the Commission as similar to the federal DOGE office in terms of how both groups prioritize efficiency. They expressed a belief that efficiency is not the hallmark of efficacy; they cited the Hawthorn-Weatherstone Greenway as an example of an efficient project also being an ineffective use of funds. They expressed that the project was ideologically-focused. They critiqued the Bike and Pedestrian Commission for their representation of pedestrian interests. They made an appeal to members to hear matters related to sidewalk use.

Robling reiterated members of the public may send their comments via email to [ryan.robling@bloomington.in.gov](mailto:ryan.robling@bloomington.in.gov) or through a comment form that is available on the Transportation Commission website <https://bloomington.in.gov/boards/transportation-commission>

ADJOURNMENT



**Corporation Counsel  
Margie Rice**

**City Attorney  
Audrey Brittingham**



**City of Bloomington  
Legal Department**

**Assistant City Attorneys  
Taylor Brown  
Anna Lamberti Holmes  
Enedina Kassamanian  
Dana Kerr  
Aleksandrina Pratt  
Christopher J. Wheeler**

TO: Andrew Cibor  
FROM: Anna Lamberti Holmes, Ethics Officer, Legal Department  
SUBJ: Conflict of Interest Information for City Boards and Commissions  
DATE: July 14, 2025

Thank you for your questions relating to the disclosure of conflicts of interest for members of the City's Transportation Commission.

I have attached two forms to this memo:

1. The City of Bloomington Conflict of Interest Questionnaire; and
2. The State of Indiana's Uniform Conflict of Interest Disclosure Statement

State law and city policy require board and commission members to file a disclosure form with the state when there is a conflict. A public servant commits a Level 6 Felony, if he/she has a pecuniary interest in or profits from a contract of purchase connected with his/her service to the governmental entity without proper disclosure or an exception.

The State of Indiana defines the circumstances in which a public servant (employee, appointed commissioner or elected official) has a conflict of interest. In order to assist board and commission members, and to ensure compliance with state law, the City asks each board and commission member to complete the attached CONFLICT OF INTEREST QUESTIONNAIRE on an annual basis. These forms are kept on file by the department.

If, after responding to the City's questionnaire, a member of a board or commission – or city staff – determines that there may be a conflict, the member completes the State's Uniform Conflict of Interest Disclosure Statement, as required by state law. The form must be signed by the board or commission member and then the Mayor, and it is accepted in a public meeting of the governmental entity before final action on the contract or purchase. The Legal Department will then submit the form to the State Board of Accounts and the County Clerk within 15 days after that final action is taken. The board or commission member must make this disclosure on an annual basis.

The City's Legal Department maintains a confidential list of employees and commissioners who have submitted conflict of interest disclosures to the state. You can contact the Ethics Officer to check if a commission member has already submitted a form. The state's website Gateway also contains a list of submitted forms.

Lastly, City Legal is available to assist if you or members of the Transportation Commission have questions about specific circumstances. You can contact our office at 812.349.2426 or via email at [legal@bloomington.in.gov](mailto:legal@bloomington.in.gov).

## **CITY OF BLOOMINGTON CONFLICT OF INTEREST QUESTIONNAIRE**

Under Indiana Code 35-44.1-1-4, a public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Level 6 Felony. A public servant has a “pecuniary interest” in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. “Dependent” means any of the following: a spouse; a child, stepchild, or adoptee who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

Furthermore, the City strives to avoid situations that have the potential for impropriety or the appearance of impropriety even where not expressly prohibited by state law.

Therefore, the City of Bloomington requests commissioners, board members and committee members to disclose certain interests as follows to ensure compliance with applicable state and local law and city policy.

**Name:** \_\_\_\_\_

**City board(s) and commission(s) on which you serve:** \_\_\_\_\_

\_\_\_\_\_

**Date:** \_\_\_\_\_

### **1. Business Affiliations**

Please list, and briefly explain all affiliations which you, any member of your immediate family or any dependent (as defined above) has as a director, officer, partner, member, employee, consultant, agent or advisor of any entity or organization which transacts business with the City of Bloomington.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **2. Outside Interests**

Please identify all material financial interests or investments which you, any member of your immediate family or any dependent has in any entity which transacts business with the City of Bloomington. Exclude any equity or stock ownership by way of mutual fund,

index fund, retirement account, pension account or similar brokerage-based financial account.

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### 3. Outside or Community Activities

Please list all affiliations you, any member of your immediate family or any dependent has as a volunteer in any capacity with any entity or organization which transacts business with the City of Bloomington. Please describe the individual's role by title or duties.

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### 4. Other

Please list any other activities in which you, any member of your immediate family or any dependent (as defined above) are engaged that might be regarded as constituting a potential conflict of interest.

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I agree to promptly report any material situation or transaction that may arise during the forthcoming calendar year that to my belief or knowledge constitutes a potential conflict of interest consistent with the above questions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
E-mail address

**Please complete and return to Anna Lamberti Holmes, Assistant City Attorney, within two weeks. Email your form to [anna.holmes@bloomington.in.gov](mailto:anna.holmes@bloomington.in.gov). You may email Anna or call her at 812-349-3426 if you have questions. Thank you.**



## UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (R2 / 9-24) / Form 236  
STATE BOARD OF ACCOUNTS

"A public servant who knowingly or intentionally (1) has a pecuniary interest in; or (2) derives a profit from; a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Level 6 Felony." Ind. Code 35-44.1-1-4(b).

As defined by IC 35-31.5-2-261, "public servant" means a person who:

- (1) is authorized to perform an official function on behalf of, and is paid by, a governmental entity;
- (2) is elected or appointed to office to discharge a public duty for a governmental entity; or
- (3) with or without compensation, is appointed in writing by a public official to act in an advisory capacity to a governmental entity concerning a contract or purchase to be made by the entity.

A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant. IC 35-44.1-1-4(a)(3).

A "dependent" means the spouse of a public servant; a child, stepchild, or adoptee of a public servant who is unemancipated and less than eighteen (18) years of age; or an individual more than one-half of whose support is provided during a year by the public servant. IC 35-44.1-1-4(a)(1).

**Complete this form in its entirety. Legal counsel should be consulted.**

1. Full name and address of public servant submitting this form: \_\_\_\_\_  
\_\_\_\_\_

2. a. Job title: \_\_\_\_\_

b. Governmental entity: \_\_\_\_\_

c. County: \_\_\_\_\_

FOR CONTRACTS, PLEASE COMPLETE SECTION 3.

FOR PURCHASES OF GOODS OR SERVICES (WITHOUT A CONTRACT), COMPLETE SECTION 4.

3. Identify and describe the contract involved (complete a separate Disclosure Form for each contract):

a. Full legal name and address of contractor: \_\_\_\_\_  
\_\_\_\_\_

b. Full name and address of "dependent" (if applicable): \_\_\_\_\_  
\_\_\_\_\_

c. Identify the governmental entity that is a party to the contract: \_\_\_\_\_  
\_\_\_\_\_

d. Relationship of public servant to contractor: \_\_\_\_\_

- e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in contractor: \_\_\_\_\_
  - f. Start date and end date of contract: \_\_\_\_\_
  - g. Total dollar amount of contract: \_\_\_\_\_
  - h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the contract: \_\_\_\_\_  
\_\_\_\_\_
  - i. Date of the public meeting and the name of the governmental entity that accepted the contract (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_  
\_\_\_\_\_
4. Identify and describe each purchase of goods or services (which does not involve a contract) in which the public servant has a pecuniary interest:
- a. Describe the good or service purchased: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - b. State the total dollar amount of each purchase: \_\_\_\_\_  
\_\_\_\_\_
  - c. Full legal name of vendor: \_\_\_\_\_
  - d. Name of governmental entity making the purchase of goods or services: \_\_\_\_\_  
\_\_\_\_\_
  - e. Specific ownership interest (and/or job title) of the public servant (or the public servant's dependent) in vendor: \_\_\_\_\_  
\_\_\_\_\_
  - f. Full name and address of "dependent" (if applicable): \_\_\_\_\_  
\_\_\_\_\_
  - g. Purchase date: \_\_\_\_\_
  - h. Specific financial interest (and/or dollar amount) derived by the public servant (or the public servant's dependent) as a result of the purchase: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - i. Date of the public meeting and the name of the governmental entity that accepted the purchase of goods or services (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_  
\_\_\_\_\_

IF PUBLIC SERVANT IS APPOINTED, COMPLETE SECTION 5

ALL OTHER PUBLIC SERVANTS, COMPLETE SECTION 6

5. Approval of elected public servant or board of trustees of a state supported college or university that appointed the public servant:

I / WE hereby approve this Conflict of Interest Form concerning the public servant for the contract or purchase described herein on this day:

Date of Appointment: \_\_\_\_\_

Date of Approval of Conflict of Interest: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Job Title

6. Approval by governmental entity at public meeting

a. Date this Conflict of Interest was submitted to the governmental entity: \_\_\_\_\_

b. Date of the public meeting this Conflict of Interest Form was accepted by the public entity (Note: this date MUST be prior to any final action on the contract or purchase): \_\_\_\_\_

**7. Affirmation of Public Servant:**

This disclosure was submitted to and accepted by the governmental entity in a public meeting (identified above) prior to final action on the contract or purchase.

I affirm, under penalty of perjury, the truth and completeness of the statements made above.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Email Address: \_\_\_\_\_

8. Filing Requirement

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with both:

1. The Indiana State Board of Accounts by uploading at [https://gateway.ifionline.org/sboa\\_coil/](https://gateway.ifionline.org/sboa_coil/); and
2. The Clerk of the Circuit Court of the county where the governmental entity took final action on the contract or purchase.



# Transportation Commission Memo

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From: Andrew Cibor, City Engineer  
Mtg Date: July 21, 2025  
Subject: Title 15 Intro & 180 Day Orders

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## Title 15 Intro and Update

[Title 15 - Vehicles and Traffic](#) of Bloomington Municipal Code establishes local polices for traffic regulations (e.g., one-way streets, speed limits, and parking controls) that generally build upon traffic regulations set by [Indiana Code 9-21](#). One of the Transportation Commission duties is to review and make recommendations to the City Council regarding proposed changes to Title 15 ([2.12.070\(d\)\(2\)](#)). Some questions regarding whether components of Title 15 belong in municipal code have been raised and are being explored by the City's Legal Department and City Council's Attorney.

The Transportation Commission will be kept up to date on this topic and possible changes to Title 15 will be presented to the Commission for review.

## 180 Day Orders

Bloomington Municipal Code [15.08.040 - Temporary, experimental or emergency traffic regulations](#) empowers the City Engineer to make changes to traffic regulations that pertain to temporary, experimental, or emergency conditions on City facilities. The act of making these changes is commonly referred to as "180 Day Orders" given each of these orders are not expected to remain for more than 180 days. In instances where the order is desired to be made permanent, the practice has been to submit the changes to City Council for their consideration as an ordinance that modifies the applicable section of the Bloomington Municipal Code.

The Engineering Department previously provided the Traffic Commission updates on 180 Day Orders that had been issued at their meetings. Continuing in that fashion, the following Orders have been issued in 2025:

- 25-01 - Four All-Way Stop Intersections on 7th Street
- 25-02 - On-Street Parking Updates by Mills Pool (W 14th St)
- 25-03 - Loading Zones adjacent to E Kirkwood Ave



- 25-04 - Parking & Stop Control in Hopewell East (S Madison St/E University St vicinity)
- 25-05 - Parking on E 1st Street
- 25-06 - On-Street Parking on Park Ridge Rd
- 25-07 - Stop Control at E Longview Ave/N Concord Rd Intersection

## 180-DAY ORDER

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

In the fall of 2021, all-way stop control was removed from the Morton Street, Washington Street, Lincoln Street, and Grant Street intersections on 7<sup>th</sup> Street in coordination with the multimodal 7-Line project. In the new configuration, 7<sup>th</sup> Street is uncontrolled and the north/south streets have stop control. This Order originated from ongoing review of crash data along the corridor and there has been dialogue with community members, City Commissions, City Council, and other stakeholders regarding this topic for multiple years. The crash data at the subject intersections shows an increase in intersection related crashes that are susceptible to correction with the reinstallation of all-way stop control. In order to reduce crash risk at these intersections, they will be converted back to all-way stop control. Implementation of this change requires installation of appropriate pavement markings and signs. After careful review and consideration, the Order has been issued and the following actions will be implemented:

Install all-way stop control at the intersections of:

- 7<sup>th</sup> Street and Morton Street
- 7<sup>th</sup> Street and Washington Street
- 7<sup>th</sup> Street and Lincoln Street
- 7<sup>th</sup> Street and Grant Street

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

2/27/2025  
\_\_\_\_\_  
Date

**Effective Date:** 3/6/2025

**Expiration Date:** 9/2/2025

**Case Number:** 25-01

## 180-DAY ORDER

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

This request for on-street parking changes on the W 14<sup>th</sup> Street cul-de-sac adjacent to Mills Pool originated from Parks & Recreation Department staff and the evaluation included coordination with Public Works (Parking Services) and Community and Family Resources Department staff. This proposed change is expected to improve accessibility to the Mills Pool facility for users with disabilities, designate where users may pick-up and drop-off passengers, and clarify expectations where vehicles may park and how to park (parallel to the curb). This proposed change was supported by the Parking Commission at their December 2024 meeting. After careful review and consideration the request has been granted to:

Install signage and pavement markings that establish four 15-minute (anytime, May to August when MCCSC is on summer break) limited parking spaces and *two ADA parking spaces*<sup>1</sup> on W 14<sup>th</sup> Street east of Blaire Avenue (cul-de-sac at Mills Pool) *while clarifying the remainder of that road segment as a no parking zone with yellow curb*<sup>2</sup>.

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

4/30/2025  
\_\_\_\_\_  
Date

**Effective Date:** 5/24/2025

**Expiration Date:** 11/20/2025

**Case Number:**

25-02

<sup>1</sup> Indicates a change that does not require amendment to Title 15 of the Bloomington Municipal Code.

<sup>2</sup> Indicates a change that does not require amendment to Title 15 of the Bloomington Municipal Code.

## **180-DAY ORDER**

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

In January of 2025, the Common Council of the City of Bloomington, Indiana passed ordinance 2025-02, *An Ordinance Establishing the Outdoor Dining Program in the Downtown Corridor*. This ordinance includes the closure of portions of East Kirkwood Avenue to vehicular traffic in order to support expanded outdoor dining.

Following implementation, city staff identified a need for additional designated loading zones to support access for deliveries, passenger pick-up and drop-off, food service operations, and other commercial activity impacted by the street closures. After review of traffic and parking patterns, and in consultation with relevant departments, it was determined that establishing loading zones in key areas would help address issues related to illegal parking and improve overall functionality. Based on areas with a history of frequent loading/unloading activity and associated parking violations, the following locations are designated as loading zones:

- S Washington Street - the 4<sup>th</sup> and 5<sup>th</sup> parking spaces south of E Kirkwood Ave on the west side of the street
- N Dunn St – the 4<sup>th</sup> parking space north of E Kirkwood Ave on the east side of the street
- S Dunn St – the 1<sup>st</sup> parking space south of E Kirkwood Ave on the east side of the street

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

4/30/2025  
\_\_\_\_\_  
Date

**Effective Date:** 3/24/2025

**Expiration Date:** 9/20/2025

**Case Number:** 25-03



## **180-DAY ORDER**

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

The City of Bloomington and the Bloomington Redevelopment Commission are nearing completion of the Hopewell East infrastructure construction project. The project constructed four new City street blocks that require establishment of traffic control. After careful review and consideration, the Order has been issued and the following actions will be implemented:

- Install all-way stop control at the intersection of:
  - Madison Street & University Street
- Install two/one-way stop control at the intersections of:
  - Rogers Street (uncontrolled) & University Street (stop controlled)
  - *2<sup>nd</sup> Street (uncontrolled) & Madison Street (stop controlled)*<sup>1</sup>
  - Morton Street (uncontrolled) & University Street (stop controlled)
  - 1<sup>st</sup> Street (uncontrolled) & Madison Street (stop controlled)
- Install back-in angle parking on the south side of University Street between Rogers Street and Madison Street
- Establish no-parking zones on:
  - South side of University Street between Madison Street and Morton Street
  - Both sides of Madison Street from approximately 30' south of University Street to 100' north of University Street (adjacent to Hopewell Commons)

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

4/30/2025  
\_\_\_\_\_  
Date

**Effective Date:** 4/23/2025

**Expiration Date:** 10/20/2025

**Case Number:** 25-04

<sup>1</sup> Indicates a change that does not require amendment to Title 15 of the Bloomington Municipal Code.

## 180-DAY ORDER

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

The City of Bloomington is nearing completion of the 1<sup>st</sup> Street Reconstruction project. The project reconstructed the roadway and created an area for on-street parking that did not previously exist. Additionally, a section of 1<sup>st</sup> Street where no parking has been, or will be, allowed was identified that is not listed in City Code. After careful review and consideration, the Order has been issued and the following actions will be implemented:

- Remove the no-parking zone on the south side of 1<sup>st</sup> Street from 60' east of Rogers Street to a point 120' east of Rogers Street
- Establish a no-parking zone on both sides of 1<sup>st</sup> Street between Morton Street and Walnut Street

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

4/30/2025  
\_\_\_\_\_  
Date

**Effective Date:** 4/30/2025

**Expiration Date:** 10/27/2025

**Case Number:** 25-05

## **180-DAY ORDER**

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

The City of Bloomington's Engineering Department is preparing to implement a modification to parking regulations along N/S Park Ridge Road, between E Third Street and E Morningside Drive. This adjustment follows the recent construction of a bump-out at the southeast corner of the N Park Ridge Road and E Morningside Drive intersection that was associated with the E Morningside Drive Neighborhood Greenway project. As was noted in the project's preliminary plans, parking has traditionally been allowed on the west side of N/S Park Ridge Road but shifting the on-street parking to the east side fits naturally with the intersection bump out and reduces driveway related conflicts which is expected to improve safety and efficiency. After careful review and consideration, the following actions will be implemented:

- **Establish a no parking zone (any time) on the west side of N Park Ridge Road** between E Saratoga Drive and E Morningside Drive and install signage to reflect this condition. *(No Parking will be enforced on N/S Park Ridge Road from E Third Street to E Morningside Drive – West side – Any Time).*
- **Remove the existing no parking zone on the east side of N Park Ridge Road** between a point 116' north of E Saratoga Drive and E Morningside Drive and remove existing signage to reflect this condition. *(No parking zone will be enforced on S Park Ridge Road from E Third Street to 116 feet north of Saratoga Drive – East side – Any Time).*

Questions regarding this Order shall be directed to the City Engineer.



\_\_\_\_\_  
Signature of City Engineer



\_\_\_\_\_  
Date

**Effective Date:** 6/11/2025

**Expiration Date:** 12/8/2025

**Case Number:** 25-06



## **180-DAY ORDER**

Pursuant to Bloomington Municipal Code § 15.08.040 I hereby issue this 180-Day Order, the details of which are described in detail below, for the following reason(s):

- ☒ To make and enforce temporary regulations;
- ☐ To make and enforce experimental regulations;
- ☐ To make and enforce regulations necessary to deal with emergencies; and/or
- ☐ To make and enforce regulations necessary to deal with special conditions.

This Request originated from implementation of an improved Neighborhood Greenway route on E Longview Avenue per the City's adopted Transportation Plan. Neighborhood Greenways use traffic calming and other tools to create convenient and high-comfort walking and bicycling connections along shared-space streets. In order to increase the convenience and priority of these routes, existing traffic controls are analyzed and updated where appropriate. It was found that the intersection of E Longview Ave and N Concord Road does not meet MUTCD guidance for all-way stop control and could be converted to a two-way stop controlled intersection as part of the Longview Ave Neighborhood Greenway project development. This change was reviewed by the City's Bicycle and Pedestrian Safety Commission as a part of the project review process. After careful review and consideration the Request has been granted and the following actions will be implemented:

- Remove all-way stop control and install minor-street stop control such that traffic on N Concord Road stops for traffic on E Longview Avenue.

Questions regarding this Order shall be directed to the City Engineer.

  
\_\_\_\_\_  
Signature of City Engineer

6/12/2025  
\_\_\_\_\_  
Date

**Effective Date:** 6/16/2025  
**Expiration Date:** 12/13/2025

**Case Number:** 25-07





# Transportation Commission Memo

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**From:** Andrew Cibor, City Engineer  
**Mtg Date:** July 21, 2025  
**Subject:** N Walnut Street and E Blue Ridge Drive Intersection Update

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## Background

Residents of the Blue Ridge neighborhood submitted a traffic inquiry that was discussed at the August 28, 2024 Traffic Commission meeting given reported difficulty making left turns from Blue Ridge Drive onto Walnut Street, challenges in turning into the neighborhood from Walnut Street, the frequency of speeding vehicles, the number of crashes at the intersection, and the frequency of near-misses. The neighborhood requested consideration for a traffic signal, a dedicated left-turn lane on Walnut Street, and traffic calming measures. The Traffic Commission supported the neighborhood's request for staff to further investigate this location (minutes from this discussion were not approved before the Commission was dissolved). This intersection was also discussed by the Traffic Commission at their January 2017 meeting.

## Update

A maintenance project ([N Walnut Resurfacing \(Bypass to Old 37\)](#)) planned for construction this year provides an opportunity to include improvements at the Walnut Street and Blue Ridge Drive intersection. This project involves asphalt resurfacing on North Walnut Street from the SR 45 Bypass to 400 feet north of N Old 37. The project also includes curb ramp replacements, curb repair, guardrail repair, removal of excess pavement, and updates to signs and markings. Up to 50% of project funding is provided by the Indiana Department of Transportation (INDOT) Community Crossings Matching Grant ([CCMG](#)) program. A specific start date for the project has not yet been determined, but the contractor is required to complete work within a 90-day timeframe ending no later than November 1, 2025.

In order to improve safety at the intersection of Walnut Street and Blue Ridge Drive, a left-turn lane will be installed for use by southbound traffic turning into the Blue Ridge Neighborhood ([sheet 12 of 20 in the project plans](#) illustrates the new striping plan at the intersection, traffic signal warrants were not met). Walnut Street will also be modified to include a single southbound travel lane throughout the project limits to replace the

current configuration which opens from one lane to two lanes and then merges back down to one lane. Maintaining a single southbound lane provides space for the left-turn lane, eliminates a merge location, and discourages high-end speeding by removing the opportunity to pass other vehicles. Maintaining a single southbound lane also provides an opportunity to remove excess pavement.



# Transportation Commission Memo

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**From:** Jeff Jackson, Transportation Demand Manager. ESD  
**Mtg Date:** July 21, 2025  
**Subject:** Bird's New e-Scooter/e-Bike License Application

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## Background

Commercial operators have been providing shared use e-scooters in Bloomington since 2019. [Ordinance 19-09](#) was adopted to provide regulatory requirements for operators on how they apply for a license ([BMC 15.58.040](#)) and how they provide safe e-scooter operations in the city.

Prior to September 2024 there were three e-scooter/e-bike vendors licensed to operate in the city. In the spring of 2024 VEO decided not to re-deploy their vehicles, and in the summer of 2024 Lime decided not to meet the city's licensing requirements. On September 24, 2024 the Board of Public Works approved Bird's application. For the past year Bird has been the only licensed e-scooter/e-bike operator in the city.

## Update

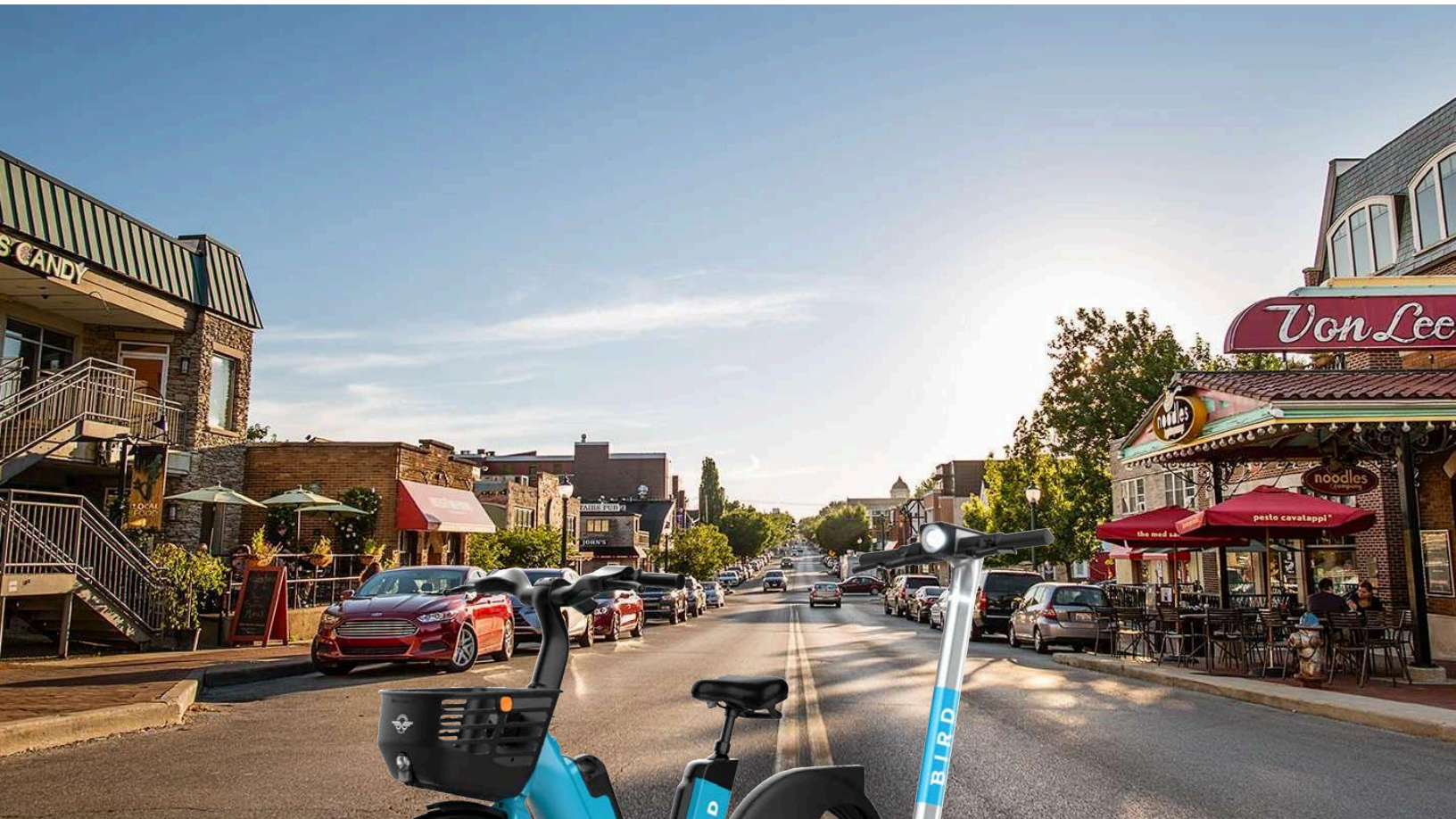
Attached please find Bird's e-scooter/e-bike application for the period of September 25, 2025 through September 24, 2026. Bird's application is being provided to the Transportation Commission as a non-voting agenda item. Once the Transportation Commission has reviewed and provided comments on Bird's application, this item will be placed on the Board of Public Works agenda for approval prior to September 24, 2025.

Bird has agreed to:

- The city's insurance, indemnification, and safety requirements;
- To pay an up front \$30,000 licensing fee and a \$.30 per ride licensing fee;
- Bird will deploy 700 e-bikes/e-scooters of which 450 will be e-scooters (64% of the total fleet) and 250 will be e-bikes (36% of the total fleet).

ESD staff has been working with staff from Legal, Office of the Mayor, Public Works, and the Bloomington Common Council in order to draft an amendment to Ordinance 19-09. The proposed amendment will allow the city to competitively select a single

e-scooter/e-bike operator, for a multi-year contract, by issuing a Request for Proposals (RFP) versus licensing operators. The goal is to have the amendment to Ordinance 19-09 completed within the next year.



# Bloomington, IN

Shared-Use Motorized Scooter  
& Bike Operator License Application 2025



To The Bloomington Board of Public Works:

Thank you for reviewing Bird's application to be a Shared-Use Motorized Scooter Operator in Bloomington. We are grateful to be included in the selection process, and eager to continue providing sustainable first and last mile transportation options for your residents, students, and visitors.

Since we began serving the City in 2018, nearly 68,000 Bloomington residents and visitors have taken more than 575,000 rides on Birds. That's more than 595,000 miles traveled and 82 metric tonnes of CO2 saved.

Guided by the rules and regulations set forth by Ordinance 19-09, we would like to lay out the principles that will guide our service in Bloomington. During our future operations in Bloomington, we commit to:

- Work in close coordination with Bloomington's Administration, Council, and community on all aspects of this e-scooter and e-bike sharing program.
- Abide by all rules and regulations set forth by the City during this program.
- Respect the City's local control, regulation, and management of the public right of way.
- Continue and further strengthen our close relationship with Indiana University.

We look forward to building on our relationship with Bloomington and demonstrating our growth as a company.




### The Bird Difference

Founded in 2017, Bird provides accessible, affordable, and convenient electric micro-mobility vehicles to cities around the world. Our electric vehicles complement existing transportation infrastructure, and reduce traffic and congestion.

Bird's micro-mobility vehicles are ideal for the first and last mile between public transportation and a rider's final destination, whether it be home, work, class, or out for leisure. We were the first company in the world to obtain a permit to operate a shared e-scooter service. Since launching our operations, we have continuously refined how people move around the world. To date, more than 300 million Bird rides have taken place in over 400 cities and universities globally.



Bird offers each of the following suite of tools to the City at no cost:

<p>Safest vehicle track record in the industry</p>	<p>Bird has a track record of more than 250 million rides with a reported injury rate at 0.1%. Bird's custom-built scooters, designed and developed in California by our expert vehicle engineering team, have not been subject to any recalls or reports of breakage while riding, or operating system hacks that have plagued other operators.</p>
<p>Responsible and safe operations</p>	<p>Bird has and will always put the safety of vulnerable road users first. Our Beginner Mode softens scooter acceleration, allowing riders to slowly progress to full speed while receiving additional education. Valuable community feedback from survey data inspired Beginner; nearly 75% of e-scooter riders sought a slower tutorial option. To prevent impaired riding, Safe Start requires passing cognitive quizzes to unlock e scooters. We will distribute free helmets in Bloomington at community events, in partnership with local businesses and institutions like IU, and through promotions in our app.</p> 
<p>Professional local fleet team</p>	<p>Our fleet team has a proven record of success in adjusting operations to deal with inclement weather as well as major events in cities. Further, our team has a multitude of ways for officials and customers to reach us both day and night.</p>
<p>Robust rebalancing</p>	<p>Our local street team re-balances vehicles multiple times throughout the day to best meet the transportation needs of residents and visitors. In addition, we use machine learning to predict where clustering (the build up of large numbers of vehicles) is likely to occur and deploy a team to the area in advance of vehicle clustering.</p>
<p>Sustainability</p>	<p>We are committed to using only low-to-zero emission vehicles for charging and maintenance. Our vehicles last longer than any others on the market. On average, the lifespan of many of our vehicles is now 5 years with proper maintenance.</p>
<p>Complement and increase public transit use</p>	<p>In an effort to increase adoption and usage of public transportation, Bird provides last-mile access to transit, expands catchment areas, and effectively partners with transit providers to make multimodal travel more seamless, such as through trip planning integration and incentivized station parking.</p>

Accessible and equitable	To guarantee eligible Bloomington residents a reliable commute option and greater access to opportunity overall, we've designed our Bird Community Pricing plan to be the most inclusive micro-mobility discount program available. It provides the following eligible riders with 50% off our standard unlock and per minute fee: low-income residents; senior citizens; students with Pell Grants; and employees of pre-approved community-based organizations and nonprofits. To sign up, riders email proof of eligibility to <a href="mailto:access@bird.co">access@bird.co</a> . Approval takes approximately two to three business days.
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Bloomington and Bird: Progressing Together

While the shift to micro-mobility solutions comes with growing pains, the outcome is incredible - on average, 35% of Bird rides are trips that would have otherwise been taken by car. We will continue to provide Birds that are safe, affordable, equitably distributed, and accessible for riders of all abilities. We will put specific emphasis on ensuring economically disadvantaged neighborhoods (and groups such as students on budgets) are aware of Bird's low-income plans. We will also hold events to teach Bloomington riders how to safely Bird, and how to keep the public right of way accessible for everyone.

In addition to the best dockless e-scooter partner, Bloomington deserves the best possible e-scooter product. Bird vehicles are the safest on the market; you can tell from our safety record, which stands apart from other operators. Other e-scooter companies have recalled vehicles for issues that we have never had. The reason for this comes down to the way our vehicles are built and tested. We design and test our vehicles in-house to make sure that safety stays at the forefront of every product we make. Bird's vehicles, electrical systems, and batteries comply with stringent U.S. and international safety standards, and have received globally recognized safety certifications.

Bird has always put the safety of vulnerable road users first. Bird has distributed more than 150,000 free helmets in cities around the world, and we will continue to distribute helmets in Bloomington both through local partnerships and through our in-app helmet request feature.

Thank you again for the opportunity to continue serving Bloomington. We hope to partner with you to prove that e-scooters can help make Bloomington more sustainable, mobile, and livable.

Respectfully submitted,



Jimmy Gilman

Director, Government Partnerships



### 1. Application and License Information

Bird agrees not to operate as a shared-used motorized scooter operator in the City of Bloomington without first obtaining a license from the Board of Public Works.

### 2. Applicant Information

Name of Company	Blue Jay Transit USFM LLC
Address of Company	382 NE 191st St PMB 20388
City, State, Zip	Miami, FL 33179
Phone Number	(866) 205-2442
Website	www.bird.co
Email	hello@bird.co
Social Media Website	Twitter: @BirdRide Instagram: @Bird

### 3. Company Information (complete duplicate fields only if different from above)

Name of Company	
Address of Company	
City, State, Zip	
Phone Number	
Website	
Email	
Social Media Website	
Addresses/Handles:	
Company is a(n)	<input checked="" type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other

### 4. Company Incorporation Information (For Corporations and LLCs Only)

Date of Incorporation or Organization:	3/18/2024
State of Incorporation or Organization:	Delaware

(If not Indiana) Date qualified to transact business in the State of Indiana:	5/1/2024
Employer Identification Number	99-2085526

## 5. Prior licenses

Have you had a similar license, either from the City of Bloomington or a different municipality, revoked?

X Yes \_\_\_\_ No

Bird has a tremendous track record with cities in which it has been granted a permit. Bird has never had a permit revoked with the exception of the following:

The only instance where it could be construed that Bird's permit was revoked is with the City of Charlottesville, VA. Bird was granted permission to operate in Charlottesville as part of their pilot program in January 2019. Bird removed its vehicles from Charlottesville in mid-June 2019 to replace its older units with updated models. In August 2019, the City revoked Bird's ability to participate in the pilot program through its conclusion in December 2019. The City of Charlottesville invited Bird to re-apply to its permanent dockless program once enacted.

## 6. Descriptions, Pricing, and Service

A. Please provide the following information with regard to every type of scooter or e-bike you may deploy within the City of Bloomington.

Make	Model	Color
Bird	Three	Silver and Blue
Bird	Four	Orange and Blue
Bird	Bird Bike	Blue
Bird	Bird Commuter E-bike	Silver and Blue

Fleet Inventory: It is our plan to deploy 450 e-scooters (64% of the total fleet) and 250 e-bikes (36% of the total fleet) in Bloomington. This is an overall fleet increase of 57% in order to meet existing demand Bloomington, while mitigating any clutter or idle devices.

During peak ridership time this season, our team already maintained an average deployed fleet of 620 devices, demonstrating our ability to effectively scale above our previous cap of 400 devices. We are also excited to bring new devices to the Bloomington program. We currently already are testing 5 Bird Four e-scooters in the program to collect data on ridership trends. While this will be a staggered fleet swap as these new devices become available, we expect to fully swap out our current fleet in favor of our newest Bird Four e-scooters and Bird Commuter e-bikes by 11/1/2025.

A full inventory of our devices currently deployed or at our local facility in Bloomington is listed in Attachment F. If our application is approved, Bird will ensure that all necessary device types and quantities are procured to match the fleet ratios listed in this document.

B. Indicate a schedule of rates and charges you will charge to users (if necessary, attach additional

documents):

Pricing is clearly communicated to riders via the app. Riders can view pricing for their current location under the app's "Payments" tab. Any updates to the pricing structure are formally communicated to riders before their next ride through a push notification or banner. Riders get a receipt that displays the final ride price at the end of each trip. This information is also available in their ride history.

Bird offers the following pricing plans in Bloomington:

Bird believes in transparency and will clearly communicate all price changes to users through in-app push notifications and banners. Riders can also view pricing for their current location under the app's "Payments" tab. Bird delivers a receipt to riders after every ride. This information is also available in their ride history. We do not charge users a fee for the time needed to read safety messaging or to complete a first-time user tutorial or safety quiz.

Plan	Pricing
Standard	\$1 to unlock, plus an initial \$0.39-\$0.59 per minute based on demand, utilization, and additional city fees and charges.
Bird Community Pricing	<p>This program provides the following eligible riders with 50% off our standard unlock and per-minute fee:</p> <ul style="list-style-type: none"> <li>• Low-income residents</li> <li>• Veterans</li> <li>• Seniors</li> <li>• Pell Grant recipients</li> <li>• Employees of pre-approved community-based organizations and nonprofits</li> </ul> <p>To sign up, riders must email proof of eligibility to <a href="mailto:access@bird.co">access@bird.co</a>. Approval takes approximately one business day.</p>
Ride Pass Memberships	<p>Ride Passes are designed to save riders money and accelerate modeshift away from cars for short-distance trips. The following example plans are tailored to suit individual needs:</p> <ul style="list-style-type: none"> <li>• 30-min: \$8.99</li> <li>• Daily Pass: \$19.99 for unlimited rides;</li> <li>• Weekly Pass: \$1.99 for free unlocks;</li> <li>• Monthly Pass: \$5.99 for free unlocks.</li> </ul> <p>We can also offer an hourly or annual ride pass if desired by the City.</p>
Bird+	<p>This membership program is free to enroll, and Bird's reward members enjoy a host of benefits, including:</p> <ul style="list-style-type: none"> <li>• Free unlocks during commuting hours (e.g., 7 a.m. – 9 a.m./4 p.m. – 6 p.m.),</li> <li>• Free reservations</li> <li>• Up to 30% off all rides.</li> </ul> <p>The more riders use Bird, the more rewards they can earn.</p>
Student, Faculty and Staff Rate	University students, faculty, and staff will automatically receive 10% off the standard rate when they use their .edu email to sign up for their Bird account.

Special Fare Programs	<p>Bird regularly promotes special fare programs in response to local needs, like Roll to the Polls initiative that has provided free rides to voters since 2019, and will include the upcoming 2025 elections.</p> <p>Bird will also offer promotions such as free unlocks on Bike to Work Day and Bike to School Day. By supporting community-wide events, we will continue to elevate the biking culture and active transportation usage at Indiana University and Bloomington.</p>
Bird Free Ride Vouchers	<p>Bird commits to providing free and discounted ride vouchers to our partners at the City of Bloomington to use as incentives for municipal programming encouraging use of alternative modes.</p>

### Bird Community Pricing

Bird Community Pricing is designed to be the most inclusive micro-mobility discount program. It provides the following eligible riders with 50% off our standard unlock and per minute fee: low-income residents; senior citizens; students with Pell Grants; veterans/military and employees of pre-approved community-based organizations and nonprofits. To sign up, riders email proof of eligibility, to [access@bird.co](mailto:access@bird.co). Anyone currently enrolled in or eligible for a city, state, or federal assistance program (including, but not limited to, Medicaid, SNAP/LINK, discounted utility bills, discounted bus passes, etc.) would qualify. Approval takes approximately two to three business days. Bird will work with the City and community organizations to identify additional appropriate qualification indicators for Bird Community Pricing.

### Red, White, and Bird

Bird will offer our Red, White, and Bird program in Bloomington. Designed to increase the accessibility of our service to U.S. military members and veterans, the program will allow eligible riders to unlock and ride Birds without the initial \$1 base fee every time they ride.

To enroll, eligible riders will be required to email their U.S. military identification or proof of military service, along with their full name and phone number to [one@bird.co](mailto:one@bird.co). Approval will take approximately two to three business days.

### Semester Membership

We will offer a subscription plan (or pre-load) that will provide a 10% usage-based discount to Indiana University-Bloomington students. We offer a number of benefits associated with usage and membership. Some examples include:

- Discounts based on the number of trips purchased.
- Discounted or free rides based on the neighborhood where the ride begins, providing promotional opportunities specific to the Bloomington community.
- Promotions from integrated local businesses and community organizations that serve the Bloomington community.
- Multi-modal payment system discounts, such as discounts for using as a last-mile solution for transit.

### Transit Connections

In an effort to increase connectivity to transit options and other modes in Bloomington, Bird has provided our MDS and GBFS feed information directly to the RideAmigos team to integrate real-time location of e-bikes and e-scooters into the Go Bloomington Trip Planning Tool. While we are currently waiting on the RideAmigos team to activate this integration, we greatly look forward to further becoming an integral part of Bloomington's transportation framework in this way.

C. Describe the safety inspection program you will use to ensure the safety of all deployed standing or scooters, and e-bikes (if necessary, attach additional documents):

#### *Frequency with which each vehicle is checked for safety*

Bird personnel inspect each vehicle for safety daily on the street as well as weekly in our service center. To guarantee that these daily and weekly checks happen, Bird uses a system that tracks the exact time of maintenance for every vehicle. To maintain vehicles and ensure safe operations, Bird performs the following:

Pre-launch safety testing	Each Bird undergoes a 106-point quality assurance inspection, including a hands-on validation test to examine braking and steering.
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Safety maintenance	Our field team inspects every device daily on the street as well as weekly in our service center. To guarantee that these daily and weekly checks happen, Bird uses a system that tracks the exact time of maintenance for every vehicle. We also use algorithms and machine learning to identify devices that may require attention proactively, and perform preventative inspections when necessary.
Service location maintenance & repair	Each vehicle is inbounded by our team, then inspected, triaged, and tagged. Vehicles move through the logistic warehouse repair flow, receiving service from Fleet Managers who specialize in specific repair points until they pass quality assurance protocols.
Cleaning regime and hygiene proposals in light of Covid-19 Predictive maintenance	In compliance with all government guidelines, we use safety glasses, masks and gloves, along with enhanced cleaning protocols, including but not limited to sanitizing vehicles every time they are serviced or charged, and conducting daily in-field sanitization on high-touch surfaces including bells, throttles and handlebars. Bird uses government approved disinfectant that forms an antimicrobial coating, bonding to surfaces and killing 99.99% of germs, keeping surfaces hygienic for up to 30 days.

#### Predictive maintenance

Bird has a proprietary system that allows us to predict when vehicles will be in need of repair and isolate them for service. Using a variety of algorithms and machine learning techniques, we proactively identify vehicles that may require service or attention. Bird's predictive capability preemptively marks vehicles in the Bird system so they are removed from the rider map immediately, and dispatches our local team to inspect the vehicle and make repairs as necessary.

#### Periodic maintenance

Bird also uses a time-guided system to ensure that every vehicle is inspected and serviced each week, even if it is not identified for predictive maintenance or otherwise flagged by the Bird team or a rider. As mentioned above, our vehicles will be fully inspected and serviced at least once a week in our service center. Bird tracks exactly when a vehicle last received maintenance to ensure our vehicles are safe and high-functioning. If a vehicle needs service, Bird dispatches a local team member to retrieve the vehicle to bring it in for maintenance.

#### Cleaning maintenance

Bird upholds stringent minimum standards for cleaning. In addition to routine maintenance, our local team cleans vehicles once a week. We also clean the vehicles whenever they enter a service center. During a process we call Bird Baths, vehicles are wiped down and vehicle parts are cleaned.

D. Describe your local staffing and operational plan, including information regarding local staffing and any contractor you will utilize to perform services related to your scooters (if necessary, attach additional documents):

## Identifying and Recruiting Fleet Managers

We employ a Fleet Manager, Korbin Clark, in Bloomington who runs and owns his own business contributing to small business growth for Bloomington. In 2025, we expect to share more than \$125,000 with Korbin, which equates to \$30 per hour. Korbin can be reached at 812-929-1402 [korbin@korbinclark.com](mailto:korbin@korbinclark.com) should the City need immediate assistance on the ground. After first working with multiple local fleet managers in Bloomington, we have consolidated our operations under Korbin's purview based upon his strong operational acumen and presence in the community.

When it comes to sourcing staff, Bird is focused on creating meaningful opportunities in the City of Bloomington. Through our Bloomington Fleet Management Program, Bird engages with locally-owned and operated businesses, logistics partners and entrepreneurs to provide a meaningful revenue opportunity. We identify and recruit our Fleet Managers directly from the community, only executing contracts with applicants who are able to successfully demonstrate the ability to manage a portion of Bird's fleet.

Korbin is well known in the Bloomington community. He is a source for good with a reputation for hiring locally and going the extra mile to serve the area. He has recently worked with our city partners on vehicle demonstrations and events such as Bike to Work Day. When we execute a contract with a Fleet Manager, Bird commits to providing long-term support, resources and real opportunities for revenue. Additionally, we offer support and guidance relating to any initially required operational set up to ensure a smooth ramp-up.

While Bird continues to maintain certain in-house staff and operations, our goal is to make a lasting positive impact on the communities we serve, specifically by deepening our local roots and working toward our company-wide goal of prioritizing opportunities for traditionally underserved communities, minorities, women, differently-abled populations and other groups at risk of exclusion from social or financial opportunities.

Strong local knowledge and a deep understanding of each city's unique infrastructure and neighborhood complexities are key to the success of an efficient and city-friendly scooter operation. We recruit our Bloomington Fleet Managers directly from the community, focusing on providing opportunities to small, locally-owned businesses and entrepreneurs. However, before partnering with a prospective Fleet Manager, they undergo rigorous vetting to ensure they meet and exceed our standards for operational excellence.

When searching for local partners, we assess candidates based on the following criteria:

- Whether they are a trusted member of the local community with strong references.
- How they staff their teams (more long-term arrangements with opportunities for advancement as opposed to short-term, temporary work) and whether they intend to pay a real living wage.
- Commitment to provide the safest and most reliable service Commitment to hiring locally.
- Commitment to developing or expanding any existing diversity and inclusivity policies in recruitment and retention.
- Existing local infrastructure (e.g., warehouse facility or other work space with ample charging and storage) certified for safe use by local workplace safety standards.
- Commitment to use renewable energy to charge vehicles.
- Commitment to use zero emission vehicles for deployment, rebalancing and collection.
- Experience managing logistics or operations, with a strong preference for shared micro-mobility.

We only partner with Fleet Managers to complement our operations if they are able to demonstrate real commitment to running a sustainable and city-friendly operation, and ensuring the highest safety and quality standards for Bird, the community and, most importantly, our riders. During the initial engagement process, we inform candidates of the Key Performance Indicators (KPI) and Service Level Agreements (SLA) they will be required to meet in order to remain in partnership with Bird.



## Organizational Structure and Staffing

Bird's operations team oversees our work in Bloomington, supported by Fleet Managers sourced from our Bloomington Fleet Manager program and on-boarded directly from the community. These local efforts will be supported by Bird's central teams, and with tools and best practices honed over millions of rides.

Team Roles	Responsibilities	Employment Type	Expected Number of Roles
Government Partnerships	Work with city partners and operations team to ensure that Bird is in compliance with city rules and regulations outlined in agreement. Establish partnerships with local community organizations and find opportunities to collaborate.	Full-Time, in house	2
Operations Leadership (General Manager, Operations Associates)	Oversee field and service location teams. Liaise with local stakeholders and broader community. 24-hour contact for City staff for all questions and concerns related to deployment, charging, rebalancing and fleet operations in the City. Operations leadership liaises internally with our Engagement Managers to ensure all City concerns are addressed and resolved swiftly.	Full-Time, in house	3
Engagement Manager	Manages all Bloomington Program Fleet Managers. 24-hour point of contact for Fleet Managers. Ensures Fleet Manager compliance with local rules and regulations. Sets KPIs and SLAs and schedules regular check-ins with Fleet Managers to track progress.	Full-time, in house	1
Bloomington Program Fleet Managers	Deploy, rebalance and collect Birds for charging and/or maintenance.	Contractor	1
Service Location Team (Drivers and Mechanics)	Maintain, clean and charge Birds at central maintenance hubs. Provide support (maintenance, IT, backend support) to Fleet Managers during service center drop-in hours.	In-House	4

Customer Service (Central Bird Team)	Collect and help remediate requests from riders or the public.	Full-time, in house	100
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### Daily Operations Cycle

Bird separates the operations cycle into three main missions: 1) Deploy; 2) Rebalance and respond; and 3) Charge and maintain.

Mission	Operational Objectives
Deploy	To ensure the optimum number of e-scooters is available in a manner that avoids overcrowding

Detail: We deploy fully charged Birds to Nests, which are strategically selected to enhance mobility while keeping the right of way clear. Bird's operations platform automatically determines which Nests to populate throughout the day based on scooter concentration and temporal mobility patterns to ensure good coverage across the service area.

Our Nests are virtual and dynamic and can be easily changed and repositioned based on operational data and local feedback. Bird will work with local stakeholders to adjust or add additional Nest locations to support local businesses.

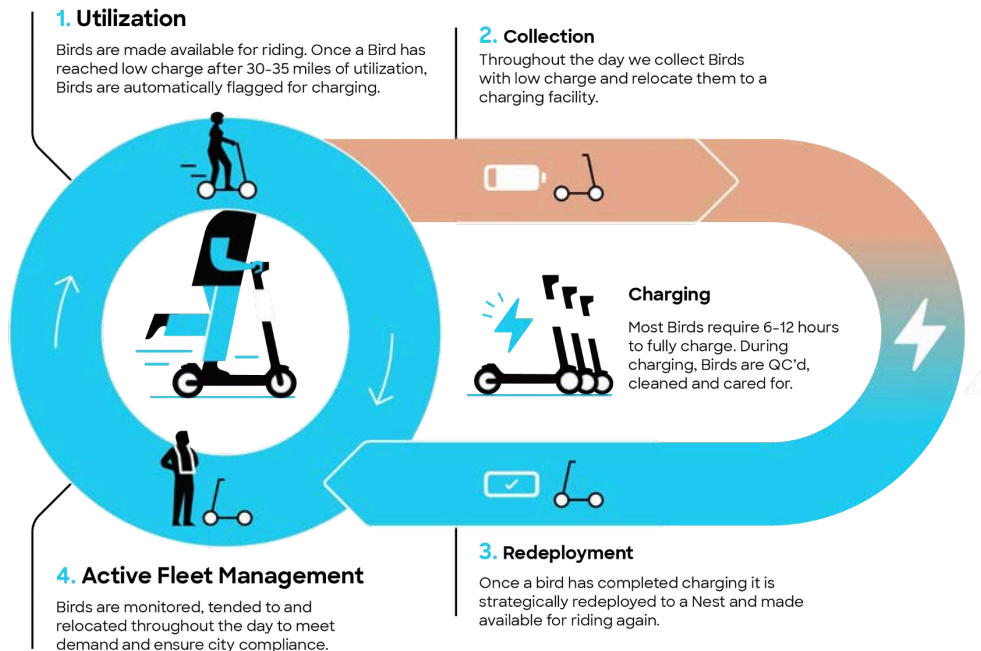
Mission	Operational Objectives
Rebalance and Respond	<ul style="list-style-type: none"> <li>• Maintain good and safe parking</li> <li>• Respond proactively to concerns</li> <li>• Respond proactively to feedback from the public and city stakeholders</li> </ul>

Detail: As a community partner, Bird will share a responsibility in keeping streets safe and accessible. Our on-the-ground partner continuously monitors the location, battery level and mechanical health of every Bird e-scooter where we operate. With our local warehouse facility located at 301 W 17th St, Bloomington, IN 47404, we are able to attend to any operational needs at a moment's notice. Moreover, our local manager can be reached at 812-929-1402 korbin@korbinclark.com should any concern arise. Throughout each day, we also routinely rebalance, re-park or collect Birds for charging or maintenance.

Mission	Operational Objectives
Charge and Maintain	<ul style="list-style-type: none"> <li>• Keep in-field e-scooters charged and ready to ride</li> <li>• Quickly remove unusable devices from the public right-of-way</li> </ul>

Detail: To maintain the optimal number of rideable scooters, Bird centrally monitors scooter charge levels in real time. When scooters are below a certain battery threshold, we automatically dispatch team members to collect and charge them. Bird's proprietary e-scooters have substantially longer battery life than earlier consumer models, reducing the frequency of charging and its attendant operational impacts. Our vehicles are also sanitized every time they are charged.

# Daily Operations Cycle



## Severe Weather Plan

### Snow, Extreme Cold, and Other Winter Weather Conditions

Winter weather can bring ice, snow and cold temperatures. We will continue operations unless the temperature drops below zero degrees. At that point we will shut off the scooters and e-bikes until warmer temperatures return. When there is over 3 inches of snow and notified by the city, Bird will remove all devices from the corrals in advance of the city's snow removal efforts.

If snow and ice is expected, we will monitor the weather conditions and will shut off the market for accumulation of snow over 3 inches, and if the conditions are excessively icy. We will use the National Weather Service as a standard for weather predictions. In cases where we shut off the scooters, we will send in-app notifications to users to let them know about the pause in service while notifying the City in parallel.

### Heavy Rainfall and Thunderstorms

Our scooters and e-bikes operate in all weather conditions. If the conditions are simply rainy, we will continue operations as normal. If we experience thunderstorms, our operations team will:

- Stop working in the field until the storm passes;
- Shelter in the van or public buildings until the storm passes; or
- If the storm does not pass within 30 minutes, return to the warehouse to conduct maintenance activities.

If there is heavy rainfall to the point of flooding, we will maintain the safety of our employees first. If conditions become safe, we will work to take scooters off the street as soon as possible and notify the City of our progress.

### Extreme Heat

During extreme heat events, team members will reduce activity accordingly and increase water and fluid intake to match the conditions. Rest breaks will be increased in areas with air conditioning or with a fan to help cooling. We will notify the City if there is a reduction in team members in the field which could affect response times to relocation requests during extreme heat.

**High Winds**

Scooters are prone to tip in high wind events, even advanced models with double kickstands. In high wind events, we will reduce deployments and ensure our operations team places scooters facing into the prominent direction of the wind. We will also make trips through the city to stand up tipped scooters when the scooters' sensors indicate they are tipped over. We will notify and work with the City if we are experiencing high winds and reduce our deployments.

E. Attach a GPS or GIS-based map depicting the proposed service area of your scooters. (**see Attachment B**)

F. Attach color photographs depicting each type of scooter that will be deployed. Please include one or more photographs that clearly depict the notices required to be displayed on each scooter per BMC 15.58.090. (**see Attachment C**)

## **7. Required Public Outreach and Communications**

A. Identify your company's 24-hour customer service number through which users and members of the public may contact you company:

Riders, community members and city staff can contact Bird 24/7 through multiple customer service channels:

- Website: <http://www.bird.co>
- Telephone: +1 (866) 205-2442
- Email: [hello@bird.co](mailto:hello@bird.co)
- Twitter: @BirdRide
- Instagram: @Bird
- Online Form: <http://www.bird.co/contact-us/>
- Community Mode: Available in App

B. Provide the URL to a link or other method of access to a Bloomington-specific page on your website as required by BMC 15.58.120(c):

The following is the Bloomington-specific webpage on Bird's website as required by BMC 15.58.120(c): URL: <https://www.bird.co/bloomington>. Bird will educate users on legal scooter parking and legal scooter use on the Bloomington specific website, within our mobile application, and as part of its mandatory, semi-annual outreach programs. Bird provides the following information on the Bloomington-specific website:

- (1) The City's local regulations governing legal shared-use motorized scooter use;
- (2) The City's local regulations governing legal shared-use motorized scooter parking;
- (3) The City's affordability and accessibility requirements; and
- (4) Best practices concerning safe and courteous shared-use motorized scooter use.

C. Provide details of the helmet distribution plan described in BMC 15.58.120(e); note that all helmets you provide must be up to code with the U.S. Consumer Product Safety Commission:

Bird will make available, at no charge and at a local location, helmets that may be procured by shared-use motorized scooter users. At Bird, we put safety above growth. Bird has already worked with IU's Student Wellness Center to distribute hundreds of free helmets and will continue to do so.

Bird is committed to safety. We are proud of the work we have done as the first shared mobility company to spearhead proactive helmet use and responsible riding campaigns. We know how important it is for riders to protect themselves while riding on busy urban streets. In the past year and a half, Bird has given away more than 100,000 free helmets across hundreds of markets.

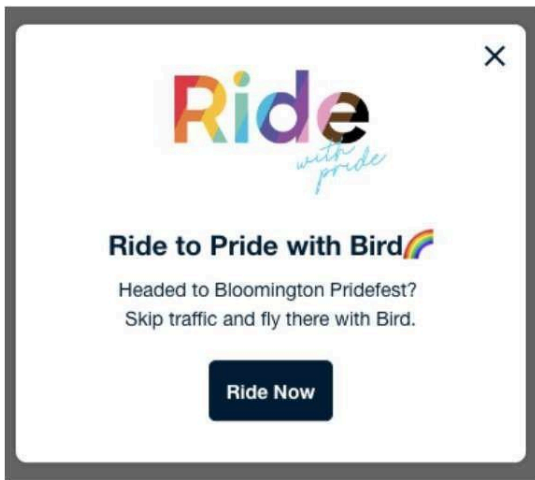
Bird has and will continue to work closely with community organizations and government agencies to create features that address responsible riding issues. Through partnerships with the City and other key community groups, Bird will lead safety initiatives to educate riders about the importance of wearing helmets while riding.





D. Submit protocols for highly attended third-party events, that will seamlessly enable accessible and safe transportation via scooter and/or e-bike.

Bird will continue to work closely with event organizers on highly-attended third-party events such as the Bike to Earth Day at Switchyard Park, Little 500, Bloomington Pridefest, Indiana University gamedays, and other large scale events to ensure that operations run smoothly, whether it's geofencing a No Ride Zone, strategically deploying vehicles in high demand areas, or increased rebalancing in event areas. Bird will meet with event organizers ahead of these types of events to develop a strategy for event operations and make sure that everyone is aligned. Bird will continue to work with members of the City to supply free use of devices for group rides as well, as we have done with our partners numerous times in the past.





## CASE STUDY: Special Event Management

We have successfully worked with The Ohio State University team to strategically implement Special Event Zones on days when a large campus event is happening. We have outlined an example of a football game day below. We have successfully operated during special events and on game days on dozens of campuses and would work with Bloomington and IU to create a playbook specific to campus prior to next school year's football season.

The image below is an example of one of The Ohio State Special Event Zones. On game days this No Parking or Riding Zone is visible on all riders map in-app. As soon as a rider enters the zone, they receive a push and email notification alerting them that they have entered a No Parking/No Riding zone. In addition to this messaging, the Bird will gradually come to a speed of 1 MPH forcing the rider to dismount from the scooter - encouraging them to walk their scooter out of the zone and either end their ride or take an alternate route. Prior to game day, all riders who have entered the Ohio State's operating zone in the prior 3 months receive an email alerting them to the special event day rules. And if a user is in the operating zone on an event day and opens their app, they see a splash screen alerting them to be aware of the gameday rules.

In addition to the "No Parking or Riding" Zone, Bird will work with Bloomington and IU to create designated parking locations around the perimeter of the zone, allowing riders to safely and successfully park their Bird out of the pedestrian right of way.

- E. Attach an outline and proposed schedule for the week-long safety campaigns required by BMC 15.58.120(d). At a minimum, the outline shall include the following:
- Dates and hours of each safety campaign to be held during the term of this license;
  - Proposed staffing levels for each campaign;
  - A copy of, or the written/pictorial content of, all materials and informational signage to be used in the campaign;
  - The planned method of dissemination for campaign information and materials.  
(see appendix)

## **8. Insurance**

Attached is our proof of insurance in the form of an insurance certificate naming the City of Bloomington as an additional insured and indicating that the company's insurance is primary. The insurance certificate shows the following minimum insurance limits:

Commercial General Liability: \$1,000,000 per occurrence, \$2,000,000 in the aggregate

Automobile Liability: \$1,000,000 combined single limit

Umbrella/Excess Liability: \$5,000,000

The Umbrella/Excess Liability policy shall apply to both the Commercial General Liability and Automobile Liability policies. All policies shall be endorsed to indicate that the City shall receive thirty days prior written notice of policy cancellation or non-renewal of coverage.

## **9. Indemnification**

By signing and submitting this application, the undersigned, in consideration for the issuance of a license by the City of Bloomington Board of Public Works, agrees to the following:

- A. The undersigned is a duly authorized representative of the applicant shared-use motorized scooter Operator.
- B. The undersigned, in exchange for the issuance of a license by the City of Bloomington Board of Public Works, agrees to release, hold harmless and forever indemnify the City of Bloomington and any and all City employees, officers, and agents from any claim or claims which may arise out of any incident connected with or in any way related to his/her issuance of a license by the City of Bloomington or his/her operation of a business which is licensed by the City of Bloomington. This includes claims for personal injury, death, property damage, and/or any other type of harm or injury.
- C. The undersigned shall, and hereby does indemnify, defend, and hold harmless the City of Bloomington and any and all City employees, officers, and agents from and against any and all actions, costs, claims, suites, losses, expenses or damages, including but not limited to attorneys' fees and court costs, arising out of the undersigned's operation of a business which has been licensed by the City of Bloomington.
- D. The undersigned understands this release binds him/herself, the applicant shared-use motorized scooter Operator, and all heirs, executors, partners, co-owners, administrators, successors and assigns of each.
- E. The undersigned acknowledges that he/she has read this section and understands all of its terms. The undersigned consents to the terms of this release voluntarily and with full knowledge of its significance.

## **10. List of Legal Requirements (Chapter 15.58 of the Bloomington Municipal Code)**

Bird commits to following all the legal requirements outlined in Chapter 15.58 of the Bloomington Municipal Code. And understands the failure to comply with the following requirements shall subject the company to fines and may result in revocation of the company's license to operate in the City.

- A. All scooters shall have their speed governed so that they are capable of traveling no faster than 15 miles per hour on a flat, dry surface.
- B. All scooters shall be assigned a unique identification number that is visible to users and to nearby pedestrians.
- C. All scooters must be equipped with a bell, horn, or other lawful signaling device.
- D. All scooters shall be equipped with lights and brakes in accordance with Bloomington Municipal Code § 15.58.090(f) and as required by state law.
- E. All scooters shall be capable of being remotely locked down by the Operator and shall be maintained in a reasonably clean and proper working condition.
- F. The following items must be displayed on each scooter:
  - a. The required 24-hour phone number stated in this application;
  - b. The Operator's website;
  - c. Mobile application information for the Operator;
  - d. That users are encouraged to wear helmets, are required to obey all traffic laws, are required to yield to pedestrians, and are required to follow proper parking procedures.
- G. The hours of operation will be as follows: standing scooters: 5:00 a.m. - 11:00 p.m. (April - October) and 5:00 a.m. - 8:00 p.m. (November - March); e-bikes: 24/7
- H. All Operators must educate users on safe and legal scooter parking as well as safe and legal scooter use (1) on their Bloomington-specific website, (2) within their mobile application, (3) as part of their mandatory, semi-annual outreach programs, (4) by requiring riders to take quizzes at least semi-annually on safe riding habits, parking restrictions and rules of the road, and (5) by providing information to users on how and where to obtain helmets.
- I. Operators must either geo-fence corrals and bicycle racks as the only appropriate areas to end a ride or provide financial incentives to users to end rides in these areas.
- J. All Operators shall mandate that users take a photograph of their scooter at the conclusion of each ride.
- K. All helmets provided by Operators must be up to code with the U.S. Consumer Product Safety Commission.
- L. Operators must provide a price discount of at least fifty percent (50%) to members of the public who can demonstrate participation in any local, state, or federally-administered assistance program.
- M. Once the City and Operators take measures to promote appropriate parking, Operators with vehicles outside the designated parking area may be fined in the amounts set forth in BMC 15.64.010(d).

**NEW FOR 2025! Real-time Proper Parking Verification - Powered by AWS AI** | We recognize that proactively reducing parking violations in Bloomington is essential. With this in mind, we recently updated our end-of-ride Visual Parking System to incorporate a more sophisticated AI and machine learning component powered by Amazon Web Services (AWS) that enables us to automatically identify additional non-compliant issues in photos in real time, such as tipped devices or blocking sidewalks. This new update will allow us to prevent riders from ending rides until they have parked in full compliance with local rules

and regulations, rather than retroactively issuing follow-up education or fines. It is also linked to our new Rider Score feature, an industry-first educational tool that provides riders with a dynamic, five-star rating based on their riding and parking behavior. The feature automatically updates riders' scores after every trip, and provides real-time feedback and post-ride education tailored to local regulations.

Our VPS uses **3D city mapping and sophisticated AI** to direct riders to proper parking locations and confirm in real time whether or not a device is parked correctly before enabling the rider to end their ride.

**Step 1: Scan Surroundings.** At the end of the ride, riders are instructed to take a photo scan of their device and the surrounding area. Real-time AI scans the photo to confirm a device is present. If no device is detected, it alerts the rider to adjust their camera position.

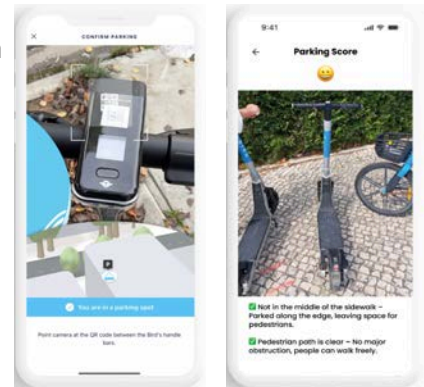
**Step 2: AI Analysis.** Once a device is detected, our advanced AI system analyzes the photo to verify that the device is properly parked according to local rules and regulations.

- **Verify Proper Parking:** Once a device is detected, our advanced AI system analyzes the photo and automatically identifies non-compliant issues in photos in real time, such as devices that are tipped over or blocking a sidewalk.

If the system determines that the device is not properly parked, riders will not be allowed to end their ride and will be asked to repark until the system verifies that the device is parked in compliance with local rules and regulations.

- **Verify Location for Mandatory Parking Zones:** Our advanced AI system can also analyze the photo to ensure that the device is parked in the proper location such as a parking corral by identifying unique building features and comparing them to a 3D area scan. By matching the buildings and their perspective, the system pinpoints the device's exact location in 1-3 seconds during the day and 3-5 seconds at night. If the system determines that the device is outside an approved area (i.e., a designated parking corral), they will not be allowed to end their ride and a message appears asking them to relocate to an approved location. Riders will see an **augmented reality (AR) parking marker** to assist in finding the correct parking spot.

**Step 3: End Ride.** Once the system determines the device is parked in an approved location and properly parked, the rider can end their ride. At the end of their ride, our Visual Parking System requires riders to submit an end-of-ride parking photo validated in real time using AI to confirm their device is parked orderly and upright. If no device is detected, or the image only includes a portion of the scooter, the system prompts the rider with an in-app warning message to align the device within the frame in an upright position and resubmit their photo. Bird issues follow-up education for non-compliance.



N. Any scooter that poses a hazard to public health and safety may be immediately removed and impounded by the City. The City may dispose of any scooter that has been impounded and stored

by the City for a period of 180 or more days. Removal, impoundment, storage and disposal of a shared-use motorized scooter shall be a Class E Traffic Violation, and shall subject the Operator to penalties set forth in BMC 15.64.010(e).

- O. Operators shall provide the City with Application Programming Interface (API) access to real-time information on their entire Bloomington fleet that comports with the General Bikeshare Feed Specification (GBFS) and Mobility Data Specification (MDS) standards, or any broadly adopted similar standards that are developed subsequently.

## **11. License Fees and Deployment Allowances**

- A. The Operator shall submit a payment of \$30,000 in the form of a check along with this application. The check shall be deposited upon approval of this application by the Board of Public Works.
- B. In addition, the Operator shall be responsible for paying a fee per ride taken on any scooter the Operator has deployed in the City. The City shall invoice the Operator for the total per-ride fee owed on a quarterly basis. The Operator shall remit payment to the City within thirty (30) days of receipt of said invoice.

The amount of the fee shall be thirty cents (\$0.30) per ride taken.

- C. The Operator shall deploy 700 vehicles (450 e-scooters and 250 e-bikes). The Board of Public Works, through its designee, the Department of Economic and Sustainable Development, reserves the right, at its discretion, to lower the number of deployed scooters allowed under this license if the average usage per device falls below 2.0 in any given calendar month. If the City determines that the threshold has not been met in any month, it will give the Operator notice and opportunity to make internal adjustments to fleet deployment. If the average ride figures remain below the threshold for the first two weeks of the subsequent month, the City may order a reduction in the number of standing scooters allowed under this license. If the weekly average of trips per day per vehicle surpasses 2.0, the Operator may petition the Board of Public Works to increase its fleet size. The Operator must submit monthly reports specifying the number of deployed devices and the average usage per device.

At least 25% of the Operator's fleet must consist of e-bikes. The Operator will submit monthly reports specifying the distribution of each vehicle type.

In the event that repeated parking violations result in an excessive number of impoundments of the Operator's scooters by the City in any calendar month, the City may order a reduction in the number of standing scooters allowed under this license. The determination of what constitutes an excessive number of impoundments is made at the sole discretion of the City.

The Operator may petition the City for a review of the number of allowed scooters after 30 days have elapsed from the date of an order of reduction.

## **12. Summary of Required Attachments**

- A. A GPS or GIS-based map depicting the proposed service area of your scooters.

B. Color photographs depicting each type of scooter that will be deployed. Please include one or more photographs that clearly depict the notices required to be displayed on each scooter per BMC 15.58.090.

C. An outline and proposed schedule for the week-long safety campaigns required by BMC

15.58.120(d). At a minimum, the outline shall include the following:

- Dates and hours of each safety campaign to be held during the term of this license;
- Proposed staffing levels for each campaign;
- A copy of, or the written/pictorial content of, all materials and informational signage to be used in the campaign;
- The planned method of dissemination for campaign information and materials.

D. An insurance certificate that is compliant with Section 8 of this Application.

E. A check made out to the City of Bloomington in the amount of ten thousand dollars (\$15,000).

By signing below, the undersigned certifies that he/she is authorized to execute this application on behalf of the shared-use motorized scooter Operator herein identified, that the information contained herein is true and accurate, and that he/she intends to be bound by the terms and conditions of this application.

John Lankford

Sr. Director, Government Partnerships

Printed Name

Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Blue Jay Transit USFM dba Bird

Name of Company

## ATTACHMENT A - SPECIAL EVENT AGREEMENT

The undersigned, in consideration for the issuance of a license by the City of Bloomington Board of Public Works, agrees to the following:

The City of Bloomington may, at its sole discretion, designate special event areas in which scooters are temporarily prohibited from being located or operated. The City shall provide the Operator three days' notice of such designation, including a description of the area and the dates/times of the prohibition.

The undersigned shall comply with all such designations. Failure to comply will constitute a violation of BMC 15.58 and shall be subject to penalties as outlined in BMC 15.58.040(g).

By his/her signature below, the undersigned agrees to the provisions of this Agreement.

John Lankford

Sr. Director, Government Partnerships

Printed Name

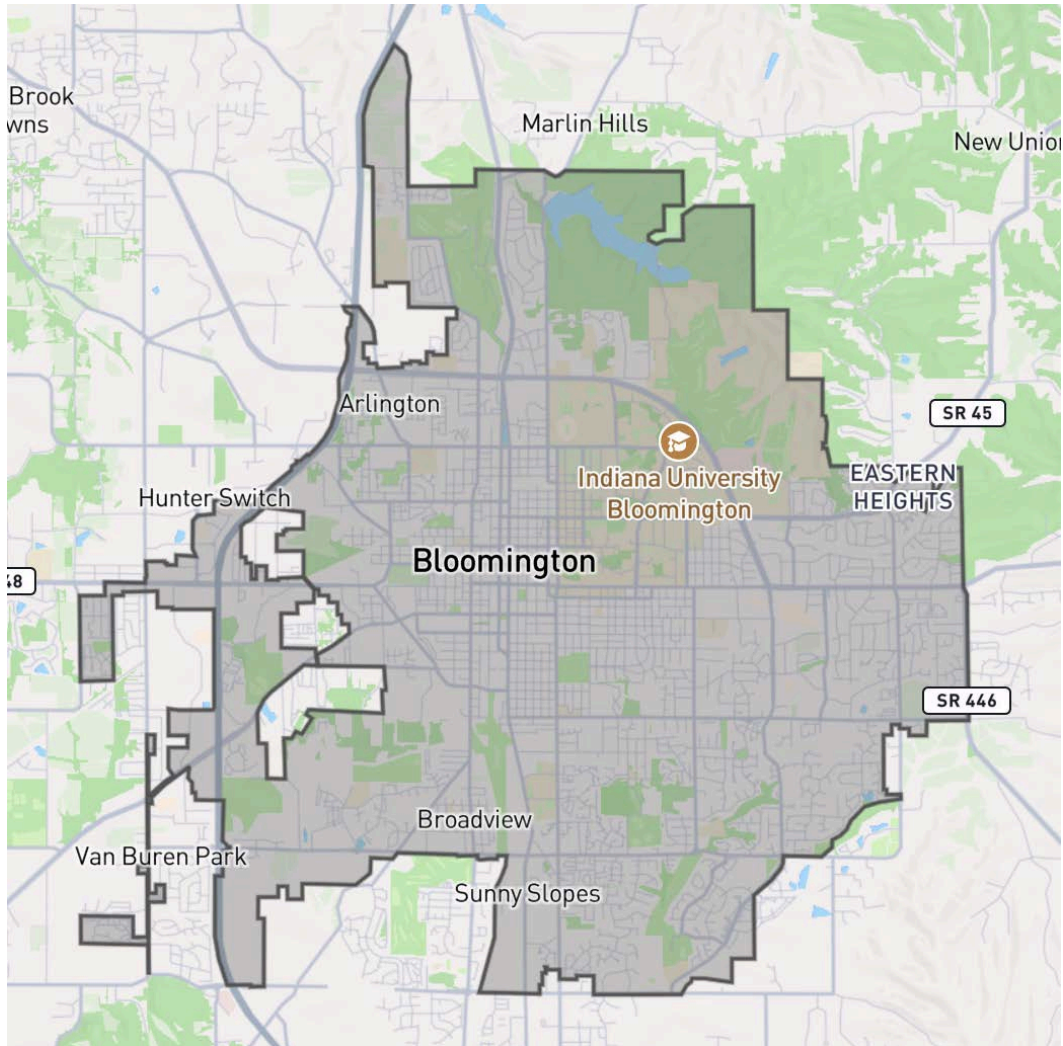
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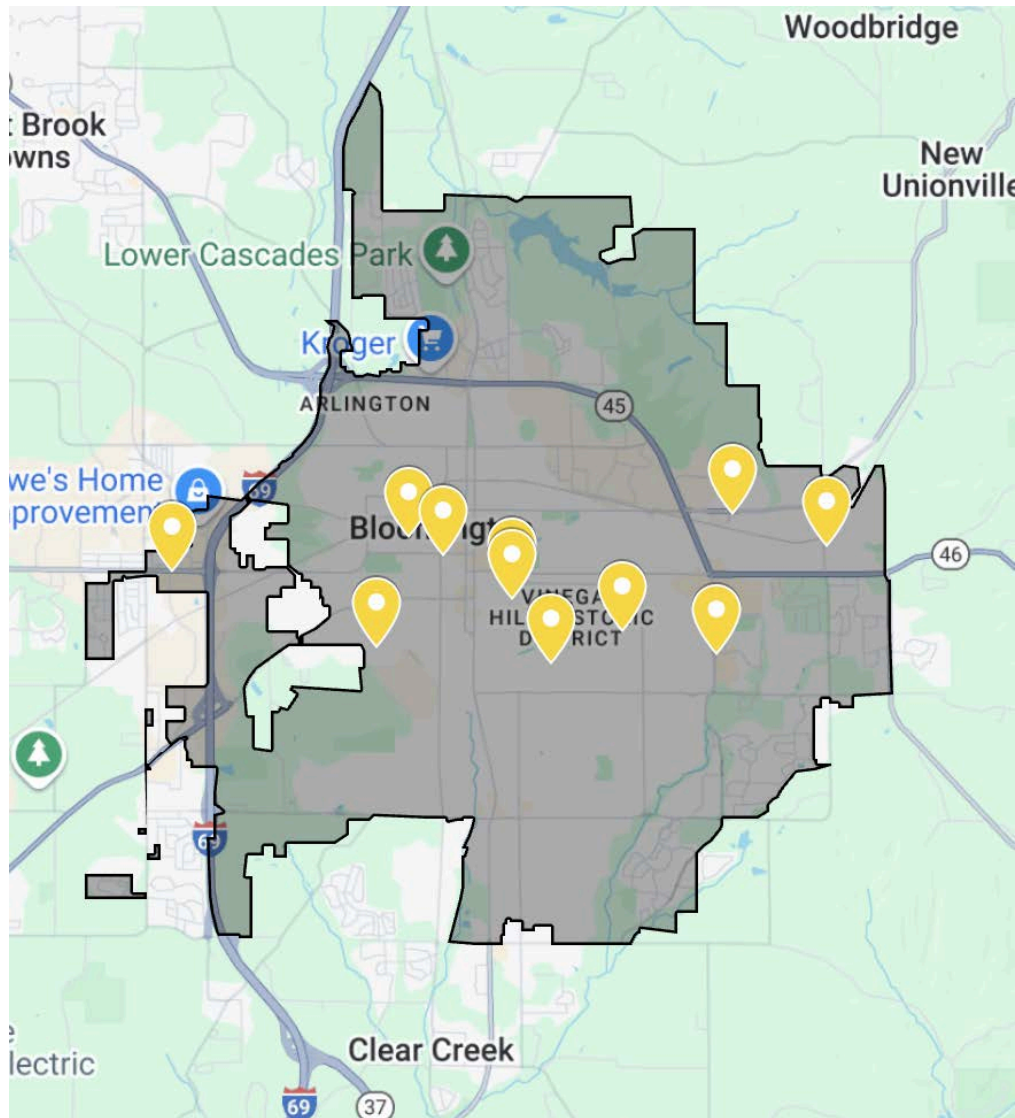
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## ATTACHMENT B - Service Area Map





As part of serving demand throughout the service area in this upcoming year, Bird also recommends additional siting of corrals, at Bird's expense, in the areas above indicated by yellow pins. These locations were identified by looking at trip start and end ridership trends, with a focus on areas away from Downtown Bloomington to promote equitable access. A .csv file of these locations is also attached to Bird's submission.

## ATTACHMENT C - Vehicle Specifications

### BirdThree

**Speedometer**  
Capable of throttling speeds to specific speed limits in various geographical areas.

**Speed Governor**  
Capable of throttling speeds to specific speed limits in various geographical areas.

**On-Board GPS Technology**

**Enhanced Lighting**  
Built-in front white automatic lights, visible from a distance of 500 feet away.

**Unrivaled Durability**

**Dimensions**  
47.7" x 19.3" x 40.6"

**Weight**  
52.9 lbs

**10" x 2.5" Pneumatic, Puncture-Resistant, Self-Sealing Tires**  
Tires feature puncture-proof tech, higher traction, and decreased vibration.

**Most Sustainable Battery**

**Dual, Center Kickstand**  
Anti-tip kickstand keeps Bird Three upright on any surface thanks to its multiple points of contact with the ground.

**Warning Bell**

**Tactile Contact Decal**

**Industry-Leading Braking**

**Smart Acceleration Technology**

**Proprietary Bird Operating System**

**Real-Time Diagnostics**

**Intuitive Handling**

**Exceptional Visibility**

**Skid Detection**  
Only vehicle with skid detection technology to prevent improper riding behavior.

**Large Brake Lights**  
Built-in rear red automatic lights, visible from a distance of 500 feet away.

**Performance**  
A rear motor gives Bird Three faster acceleration and more control in critical situations.

**TACTILE CONTACT DECAL**  
16 Point Font  
BIRD RIDES INC.  
1-866-205-2440  
HELLO@BIRD.CO  
BIRD.CO

**SAFETY DECAL**  
18+ years old / One rider per vehicle  
Wear a helmet - Follow traffic laws  
**No riding on sidewalks**  
1-866-205-2440  
HELLO@BIRD.CO

**TACTILE UNIQUE ID**  
KH8J4

**TACTILE UNIQUE ID**  
48 Point Font  
KH8J4

### BirdFour

**Braking System**  
Double: Front & Rear wheel drum brakes

**Turn Signals**  
Dual-Side Front & Rear

**Throttle**

**Front Headlight**  
Visible up to 500 feet

**Internet-of-Things & GPS**

**Dual Hydraulic Front Fork**

**12" Magnesium Alloy Front Tire**  
Leak and puncture proof

**Dual Side Reflectors**  
Visible up to 500 feet

**Swappable Lithium Ion Battery**  
Up to 40 miles on a full charge depending on terrain

**Tactile Unique ID**  
Vehicle identifier visible at distance of at least 10 feet

**Dual Front Kickstand**  
Anti-tip kickstand keeps Bird Four upright on any surface thanks to its multiple points of contact with the ground

**Warning Bell**

**Wireless Smartphone Charger**

**Multi-Functional Dashboard:**  
Speedometer, battery status, turn signal and headlight indicator, status light

**Handlebar Signage:**  
QR Code and device activation instructions

**Tactile Contact Decal & Braille Sticker**

**Safety Decal**

**Cargo Hook**

**Bluetooth Locking Device**

**7.9" Deck**  
Shorter and wider to reduce double riding and increase stability and comfort

**3-in-1 Rear Light**  
Visible up to 500 feet away

**Turn Signals**  
Dual-Side Front & Rear

**Braking System**  
Double: Front & Rear wheel drum brakes

**10" Magnesium Alloy Rear Tires**  
Leak and puncture proof

**350W Rear Motor**

**Rear License Plate**

**TACTILE CONTACT DECAL**  
16 Point Font  
BIRD RIDES INC.  
1-866-205-2442  
HELLO@BIRD.CO  
BIRDCANADA.CA

**BRILLE STICKER**  
BIRD 866.205.2442

**SAFETY DECAL**  
1-866-205-2442  
HELLO@BIRD.CO  
18+ years old / One rider per vehicle  
Wear a helmet - Follow traffic laws  
No riding on sidewalks

**BLUETOOTH LOCKING DEVICE**

**REAR LICENSE PLATE**

**TACTILE UNIQUE ID**  
16 Point Font  
KH8J4

**Dimensions**  
47" x 22" x 45"

**Weight**  
71 lbs

**Payload Capacity**  
220.5 lbs

**QR CODE**



# BirdBike

## City Safe & Street Smart

Designed uniquely for ride share, the Bird Bike is a Class 1 Pedal Assist E-Bike that's IoT connected and built to comply with local rules and regulations.

### SAFETY DECAL

**18+**  
Driver's license required

One rider per vehicle

Follow traffic laws

Wear a helmet

Park Responsibly

1-866-205-2442  
HELLO@BIRD.CO

### QR CODE



# BirdCommuter

**Dimensions**  
63.4" x 43.6" x 24.5"

**Weight**  
66.1 lbs



### SAFETY DECAL

1-866-205-2442  
HELLO@BIRD.CO

**16+**  
Rider must be 16+ to ride

One rider per vehicle

Follow traffic laws

Wear a helmet

Park responsibly

### TACTILE CONTACT DECAL

16 Point Font

BIRD CANADA  
1-866-205-2442  
HELLO@BIRD.CO  
BIRD.CO

### QR CODE



### UNIQUE ID

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**KH8J4**

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## ATTACHMENT D - Safety Campaign Proposal

Bird has conducted both virtual and in-person safety-focused events with the City of Bloomington and Indiana University. Targeting both residents of highly trafficked areas as well as new and returning students, these events provide education on all local regulations governing shared-use motorized scooter use and parking, best practices regarding safe and courteous riding, as well as information on Bloomington's affordability and accessibility requirements. Additionally, event attendees are able to obtain free helmets and ride credits. In fact, at our most recent event in April 2025 at the Earth Day event, we gave away dozens of helmets and connected with city and community partners. In past years, Bird also collaborated with IU's Student Wellness Center to host a "Scooter Safety Week." Focusing on the idea of peer-to-peer education regarding safe scooter use practices, students produced a safety video with Bird's help and highlighted a different safety tip each day of the safety week.

### **Proposed schedule**

We recommend conducting two week-long safety campaigns in Fall 2025 and Spring 2026. Bird will educate users on legal scooter parking and legal scooter use as part of its mandatory, semi-annual outreach programs. Among other topics, the campaign will cover:

- The City's local regulations governing legal shared-use motorized scooter use;
- The City's local regulations governing legal shared-use motorized scooter parking;
- The City's affordability and accessibility requirements; and
- Best practices concerning safe and courteous shared-use motorized scooter use.

A. Dates and hours of each safety campaign held during the term of this license; B. Staffing levels for each campaign;

**Dates:** October 16-20, 2025 (homecoming week at IU) & April 1-4, 2026 (beginning of spring)

**Times:** 10am - 4pm **Staffing levels:** 1-2 Bird representatives

C. A copy of, or the written/pictorial content of, all materials and informational signage used in the campaign;

While this content may change over the coming months, currently we plan to use "S.H.A.R.E." educational content for the campaign. Bird will make responsible riding simple and achievable by providing attendees with five essential S.H.A.R.E. tips:

- Safe riding. Navigate traffic and bike lanes with care.
- Heightened awareness. Anticipate what others might do.
- Always alert. Save the selfies and music for after the ride.
- Respect for pedestrians. Yield and keep walkways accessible.
- Every voice matters. Get involved to help your city reshape its streets.

This public campaign will provide attendees and passersby an immersive and interactive educational experience. In partnership with local organizations, businesses, and health and safety experts, Bird will showcase the fundamentals of safe road use for non-car users. This includes:

- Micro-mobility vehicle basics
- Helmet fittings
- Tutorials of local rules of the road

- Parking best practices

The education content presented will cover among others the following topics:

- Bloomington's local regulations governing legal share-use motorized scooter use;
- Bloomington's local regulations governing legal share-use motorized scooter parking;
- Bloomington's affordability and accessibility requirements; and
- Best practices concerning safe and courteous shared-use motorized scooter use including:
  - Only one rider at a time
  - You must wear a helmet while riding
  - You must be 18 or older, with a valid driver's license
  - Ride in bike lanes
  - Safety check
  - Park responsibly
  - Follow all local traffic laws including stop signs



### **Additional Digital Safety Programming**

We recognize that the approach above has been successful in Bloomington in past years. That said, we realize that safety education, outreach, and programming is not static. With this in mind, we are introducing additional programs for new-riders and ongoing outreach and training for returning customers that address how to ride and park e-scooters safely and compliantly with the local regulations, as well as the rules of traffic relating to our devices to support safe streets for all.

#### **NEW RIDERS - Educating new riders on how to have a safe ride**

- **In-App Tutorial:** First-time riders are required to watch an illustrative how-to-ride-and-park tutorial depicting Bloomington-specific rules and regulations. Our training also includes key safety messages like no sidewalk riding or doubling riding as well as reminding riders to be aware of other road users, including pedestrians and people with disabilities.
- **Safety Quiz:** Following completion of the in-app tutorial, riders complete a quiz (available in 100+ languages) to ensure understanding. The quiz contains a minimum of five questions on proper usage, ADA accessibility, and vehicle parking.
- **Beginner Mode:** This industry-first safety feature slows acceleration, lowers maximum speed, and provides new riders additional guidance on how to ride, enabling individuals to gradually build riding skills and confidence at their own pace. We propose that **this feature is**

**mandatory in Bloomington for new-riders' first three rides** (with approval from the City), and will then be available to riders at any time through the app; this will help us support the safety of riders, as they get used to this new mode of transportation.

- **Safety School:** Our local team will work with local safety advocates to host **quarterly monthly Safety School events** to teach riders how to ride and park safely, including signaling, as well as educate them on local laws governing the safe operation and parking of devices. We also distribute free helmets, provide helmet fit checks, and issue ride credits to new riders who engage in our safety quizzes and demonstrations.

- **Age Verification:** All new users in Bloomington must confirm their age during the onboarding process in the Bird app. Riders are informed of the minimum age requirement of 18+ and must acknowledge they meet it before proceeding. Bird then requires riders to upload a valid government-issued ID for verification using our automated identity authentication software. Our comprehensive review process prevents underage riders from signing up to our service, as well as detects any fraudulent attempts to open multiple accounts with the same ID. We will require ID age verification every six months for all riders in Bloomington.

- **Group Ride Feature:** While we always remind riders that all devices must be ridden by one person at a time, we offer our Group Ride feature to offer a practical alternative to double riding. For this feature, the initiating rider must affirm that all participants meet the minimum age requirement of 18+. Our app flow then requires ID verification for each participant.

**RETURNING RIDERS - Reminding returning riders how to ride and park safely and responsibly**

- **In-App Local Rules Page:** The Bird app features a local rules page detailing state and city-specific laws and regulations relating to our service. In Bloomington for example, we inform riders our devices should not be parked on sidewalks or in front of curb ramps that reduce the right-of-way width for pedestrians. Riders can access this at any time to make sure they are following the rules.

- **Pledge Cards:** Digital pledge cards are presented to riders via an in-app pop-up, requesting that they read and then pledge to abide by each rule. Bird can make customized cards highlighting city-specific rules and regulations.

- **Safe Start:** Don't drink and ride. That's the simple message behind this in-app checkpoint designed to discourage people from riding while impaired. Those unable to correctly type a keyword in-app are encouraged to choose an alternative method of transportation.

- **Helmet Selfie:** Designed to improve rider safety, this feature incentivizes riders to wear a helmet. At the end of each trip, riders are prompted to submit a selfie with their helmet on. Those wearing helmets receive rewards, like ride credits. Riders can also share their selfie via social media with #BirdHelmetSelfie to promote broader use of helmets.

- **On-Vehicle Information:** On-vehicle decals display key safety rules and Bird's contact information, while multilingual informational hang tags can disseminate additional user education and safety and parking reminders.

- **Social Media:** Bird uses social media campaigns to engage with and educate riders on proper parking and other safety initiatives. Bird can also share social media assets with the City to disseminate educational information.

#### D. The method of dissemination for campaign information and materials

For both of these campaigns, we will look to partner with both the City of Bloomington and Indiana University in order to reach as broad of an audience as possible. We look forward to discussing the best ways to disseminate this information, including potential social media posts, email blasts, and flyers. We will also push out this information through the Bird app and explore targeted social media posts through the Bird twitter account.



ATTACHMENT E - Bloomington Certificate of Insurance

See attached to submission e-mail.



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
06/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Insurance Services West, Inc. San Francisco CA Office 425 Market Street Suite 2800 San Francisco CA 94105 USA	<b>CONTACT NAME:</b> <b>PHONE</b> (A/C. No. Ext): (866) 283-7122 <b>FAX</b> (A/C. No.): (800) 363-0105 <b>E-MAIL ADDRESS:</b>														
<b>INSURED</b> Blue Jay Transit USFM LLC 382 NE 191st St PMB 20388 Miami FL 33179-3899 USA	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Liberty Mutual Insurance Co.</td><td>23043</td></tr><tr><td>INSURER B: Lloyd's Syndicate No. 1971</td><td>AA1120206</td></tr><tr><td>INSURER C: HDI Global Specialty SE</td><td>AA1120822</td></tr><tr><td>INSURER D: Westchester Surplus Lines Ins Co</td><td>10172</td></tr><tr><td>INSURER E: HDI Global Insurance Company</td><td>41343</td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Liberty Mutual Insurance Co.	23043	INSURER B: Lloyd's Syndicate No. 1971	AA1120206	INSURER C: HDI Global Specialty SE	AA1120822	INSURER D: Westchester Surplus Lines Ins Co	10172	INSURER E: HDI Global Insurance Company	41343	INSURER F:	
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INSURER E: HDI Global Insurance Company	41343														
INSURER F:															

**COVERAGES** **CERTIFICATE NUMBER:** 570113735382 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE			ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
B	X	COMMERCIAL GENERAL LIABILITY				CSDIG2400271 SIR applies per policy terms & conditions	08/22/2024	08/22/2025	EACH OCCURRENCE	\$1,000,000			
		CLAIMS-MADE	X	OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence)				\$1,000,000				
					MED EXP (Any one person)				Excluded				
					PERSONAL & ADV INJURY				\$1,000,000				
					GENERAL AGGREGATE				\$1,000,000				
					PRODUCTS - COMP/OP AGG				\$1,000,000				
GEN'L AGGREGATE LIMIT APPLIES PER:													
	X	POLICY		PRO-JECT		LOC							
		OTHER:											
A	AUTOMOBILE LIABILITY					AS2-661-067540-014	08/01/2024	08/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000			
	X	ANY AUTO			SCHEDULED AUTOS				BODILY INJURY ( Per person)				
		OWNED AUTOS ONLY			BODILY INJURY (Per accident)								
		HIRED AUTOS ONLY		NON-OWNED AUTOS ONLY	PROPERTY DAMAGE (Per accident)								
B	X	UMBRELLA LIAB		X	OCCUR	CSDIG2400299 4M x 1M	08/22/2024	08/22/2025	EACH OCCURRENCE	\$4,000,000			
		EXCESS LIAB			CLAIMS-MADE				AGGREGATE	\$4,000,000			
	DED		RETENTION										
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WCCD0000600	11/01/2024	11/01/2025	X	PER STATUTE		OTH-ER	
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)								E.L. EACH ACCIDENT	\$1,000,000			
	If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE-EA EMPLOYEE	\$1,000,000			
									E.L. DISEASE-POLICY LIMIT	\$1,000,000			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Umbrella and Excess policies are excess over General Liability with full aggregate limit of \$10M.

<b>CERTIFICATE HOLDER</b> City of Bloomington 401 N Morton St Bloomington IN 47404 USA	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. <b>AUTHORIZED REPRESENTATIVE</b> <i>Aon Risk Insurance Services West, Inc.</i>
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Holder Identifier :

570113735382

Certificate No :





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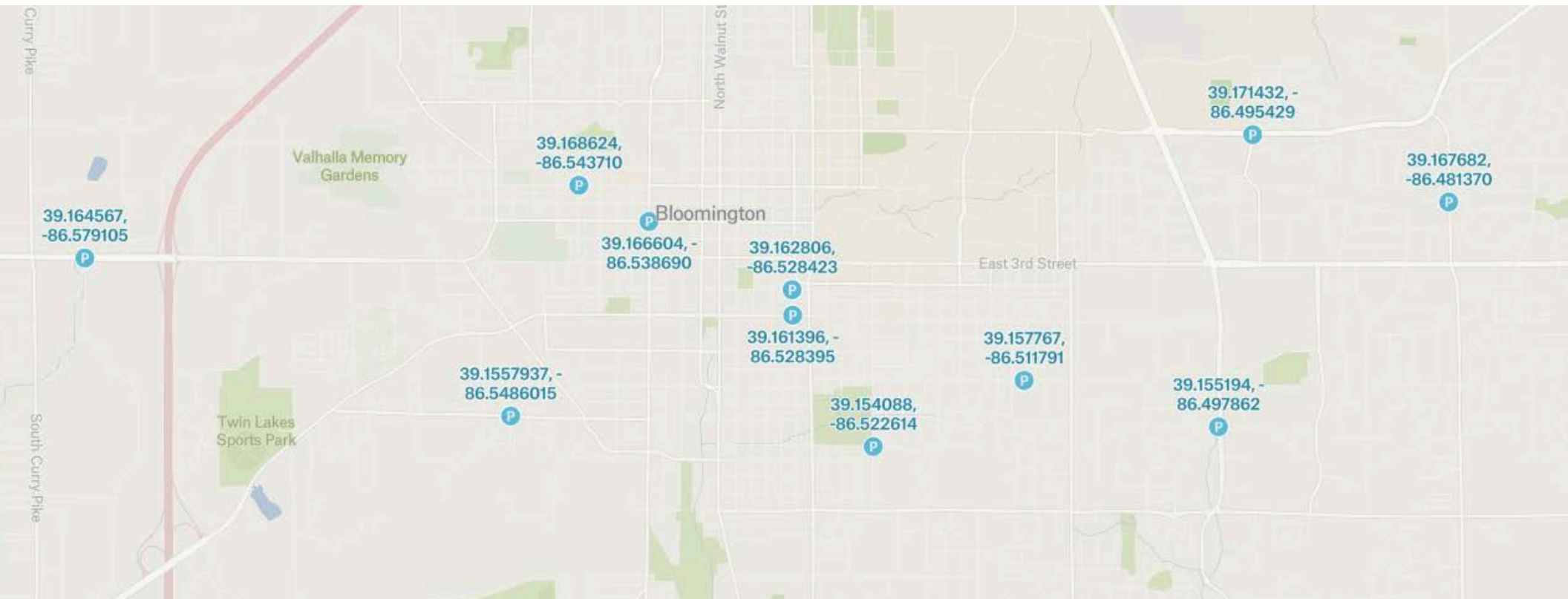
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9JXY3
MVSP6
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96NUN
KJQF1
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P8YE8
HAPVP
93SMK
EVXDH
YBHMF
A1YQ5
DEMPY
786SZ
NAFNH
IPZHV
1TX4G
EC26B
7YZAF
A8KFN
I54RI
1ISZV
6XCVE
UVFYX
YTINR
7SCAS
PG43R
ZFZ9G
HWSHR

## Bloomington Proposed Parking Corrals







# Transportation Commission Memo

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**From:** Ryan Robling, Planning Services Manger  
**Mtg Date:** July 21, 2025  
**Subject:** TC-R-25-01 Resolution to Propose a Revised Set of Rules and Call Them "Bylaws"

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## Synopsis

This Resolution, authored by Commission Member Volan, updates the currently adopted Rules and Procedures of the Traffic Commission by reorganizing, clarifying, adding new language, and renaming them to "Bylaws."

## Relevant Materials

- [TC-R-25-01](#) Bylaws of the City of Bloomington Transportation Commission
- Resolution Author Memo from Commission member Stephen Volan
- Proposed Amendments to TC-R-25-01

## Summary

This memo, authored by Commission Member Volan, outlines proposed revisions to the [Rules and Procedures](#) of the Transportation Commission. The current Rules and Procedures were adopted at the Commission's first meeting on June 16, 2025. At that time, staff had intended to present them as a draft to begin the process of formal adoption. However, due to Indiana's Open Door Law, rules permitting virtual participation were required in order to conduct official hybrid meetings. The Commission adopted the draft rules to allow a hybrid meeting and to allow future meetings to proceed with formal procedures in place.

Commission Member Volan has since prepared an updated version. The revisions include structural and terminology changes, new and revised articles, and substantive rule updates. A full summary of these changes is included in the Resolution Author Memo in the meeting packet.

Additionally, Commission Member Stosberg has proposed amendments to Resolution TC-R-25-01 that address staff's concerns. The proposed language is included in the Amendment 1 Memo in the meeting packet.

## **Staff Response**

Commission Member Volan reached out to staff to discuss the changes. Staff are largely supportive of these changes, particularly efforts to clarify language. However, they have some lingering questions and concerns regarding the new changes. These concerns include:

- Article IV(B)(3) Case Numbers. Staff currently use a number system that differs from the proposed numbering system. Staff are also working to incorporate future cases into the EPL Permitting Software. There are concerns about establishing a formal numbering system prior to determining how case numbers may be established in said system.
- Article VI (B) TIME LIMIT ON PRESENTATIONS. Staff are concerned with the introduction of a time limit on presentations during Planning Sessions. These meetings are where the Commission will serve as a steering committee for major planning efforts. The Commission will use these meetings to help define goals, strategies, and processes for the planning efforts. The intent with Planning Sessions is to provide time for staff and consultants to facilitate discussion with the Commission. Limiting presentation time may reduce the quality or completeness of the information shared. Because presentations often include substantial background, research, and direct dialogue, staff is hesitant to impose time limits on individual presentations. Staff would prefer a format that instead suspends formal procedure under Robert's Rules of Order in favor of a more conversational approach.
- Article VII(B) TIME LIMITS and Article VII (C) Staff. Staff understand the importance of timely and orderly meetings but they are concerned that strict time limits will hinder effective discussion. Some cases involve significant changes to rights-of-way, adopted City plans and ordinances, or other major policy decisions which will rely on staff members' and petitioners' technical expertise and experience. Limiting the time for questions and responses, especially to three minutes shared between a commissioner and staff member, may not allow for adequate discussion of complex issues.

Staff recommend that question periods not be time-limited, and they instead would prefer to rely on the Chair to ensure that discussion remains productive and questions are relevant. Many Commission decisions will involve reviewing technical design changes to ensure the safety of all roadway users, and limiting discussion may prevent full consideration of critical details.

Staff have the authority to set agendas in a manner that ensures that all cases are reviewed no later than the 9:30 PM deadline. Similar boards and commissions which serve as reviewing bodies, such as Plan Commission and the Board of Public Works, do not impose similarly strict time limits on questions. Staff believe that the Transportation Commission should be similarly structured to complete the review process.

- Article VII(D) POSTING OF MEETING RULES. Staff would prefer that the Chair recite a synopsis of the public comment rules prior to every public comment period.

## **Contact**

Ryan Robling, Planning Services Manager, 812-349-3459, [robtingr@bloomington.in.gov](mailto:robtingr@bloomington.in.gov)  
Andrew Cibor, City Engineer, 812-349-3913, [andrew.cibor@bloomington.in.gov](mailto:andrew.cibor@bloomington.in.gov)

# Resolution TC-R-25-01 Memo

**To:** Transportation Commission

**From:** Steve Volan, Member

**Date:** July 14, 2025

**Re:** Resolution to Propose a Revised Set of Rules and Call Them "Bylaws"

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As you may know, I have extensive experience working with rules of order as a parliamentarian. After extensive dialogue with staff supporting the Commission, I've taken the liberty of revising the draft [Rules and Procedures document](#) proposed by staff at the Commission's first meeting in June. It is the main exhibit in the resolution I'm proposing for the July 21 meeting.

The new set of rules, which I've renamed "Bylaws" for reasons explained below, reduce redundant language, combine rules into more logical sections, and overhaul rules that are unworkable or may run afoul of statute or city code. Some of the problems with the draft Rules and Procedures include:

- Not every rule should be suspendable by a vote of the Commission, but as written the entire document could be suspended;
- A simple majority could amend the rules permanently, when it should require at least a supermajority;
- How exactly was "quorum" defined, and whether or not it should be an absolute majority;
- Inadequate rules about time limits that in my experience lead to unnecessarily long meetings;
- Unclear language, undefined terms, and some insufficiently-defined responsibilities.

Some of the changes and additions I've made include:

- A Preamble and new Article I that calls city code, defines "Commission," "staff," and the two types of meetings that will be unique to the Transportation Commission (TC);
- A new Article VII that defines the limits of comment not just for the public but for everyone;
- A new Article VIII calling for a manual of reference documents important to the TC to be compiled and made available to commissioners by staff;
- A new Article IX which consolidates – and limits – the ability of the Bylaws to be amended or suspended.

A word about renaming the document. According to *Robert's Rules of Order*, "bylaws" outrank "rules of order." The latter are generally about conduct during meetings, Rules that a deliberative body "considers so important that they (a) cannot be changed without previous notice to the

members and the vote of a specified large majority (such as a two-thirds vote), and (b) cannot be suspended..." should be, per *Robert's*, in bylaws. Some examples of such rules include:

- The election of officers;
- The default set of rules (like *Robert's*) that apply when bylaws are silent on an issue;
- The definition of the ability to amend or suspend rules of order.

City code only specifies some rules for the TC, requires the TC to create its own rules and procedures (see BMC §2.12.070(e)), and uses "rules," "procedures," and "bylaws" interchangeably (see §2.18.050 or §2.20.070).

In this draft, you'll find that Articles I-IV constitute rules that should not be suspendable (for example, that meetings be public, or what constitutes quorum), while Articles V-VII focus on conduct of meetings and rules for comment, which should be able to be suspended by the Commission when an issue gets sticky.

City staff have objected to a few ideas in this proposal. Limits on the time for them to make presentations is one worth discussing, as is who should be able to place items on the docket for consideration by the Commission. I urge you to speak individually with Ryan Robling, Andrew Cibor, or Iris Bull before our next meeting. Despite us not having official rules yet, if you'd like to change some of this language, you can sponsor an amendment to change whatever language you see fit to.

Despite the extent of this revision, this Bylaws proposal is shorter than the proposed Rules and Procedures by almost 200 words. I hope you'll find these changes generally agreeable, or at least, easier to parse. If you have any questions at all about how to interpret the proposed Bylaws, I hope you'll reach out to me before our next meeting.

Respectfully yours ==

Steve Volan | [REDACTED] | [REDACTED]

# BYLAWS

## OF THE CITY OF BLOOMINGTON

# TRANSPORTATION COMMISSION

updated proposal | Draft 3 (2025.07.11)

### Preamble

The Transportation Commission (hereafter, “the Commission”), to achieve its purpose under Bloomington Municipal Code §2.12.070(a), to fulfill its duties to the city and its residents under BMC 2.12.070(d), and to work most effectively with employees of the executive branch of city government (hereafter, “staff”) who are also supporting the function of the Commission, hereby establishes these Bylaws for the conduct of its business.

### Article I. Meetings Generally

- A. **TYPES OF MEETINGS.** The Commission shall meet publicly to deliberate over matters relevant to its purpose in the following ways:
  - 1. **Regular Hearings.** The Commission shall hold meetings at intervals which correspond with its anticipated caseload.
  - 2. **Planning Sessions.** The Commission shall also convene to assist in the development, review, and adoption of long-range transportation and parking plans and policies.
- B. **SCHEDULING OF MEETINGS.** Staff shall coordinate with commissioners to establish an appropriate meeting schedule. Staff shall publish an annual meeting calendar that includes all deadlines associated with the submission of appeals.

### Article II. Conduct of Meetings

- A. **QUORUM.** A majority of voting members present in person shall constitute a quorum. However, no action of the Commission shall be official without approval by a majority of the full Commission irrespective of vacancies, unless otherwise specified in Municipal Code or these Bylaws.
- B. **ELECTRONIC COMMUNICATIONS.** Electronic communications and meetings are permitted in accordance with Indiana Code 5-14-1.5 as adopted and amended. Members who plan to participate in a meeting electronically must notify staff at least 72 hours before the scheduled meeting.
- C. **DURATION.** All meetings shall adjourn by 9:30 pm and no new cases shall be taken up after 9:00 p.m. Any agenda items remaining on the docket at the time of adjournment shall be rescheduled for hearing within one month of the original meeting.
- D. **DECORUM**
  - 1. **Decorum Generally.** Every person appearing at Commission meetings shall abide by the order and direction of the chair. Discourtesy, disorderly or contemptuous conduct shall be dealt with as the Commission directs.

2. **All Statements to the Chair.** All statements shall be addressed to the chair, and expressly not to members of the Commission, staff, or the audience, except in periods of commissioner questions, when they may directly address staff and invited speakers. All speakers shall speak only to issues and not to personalities.
  3. **Disruptive Conduct.** Disruptive conduct, including but not limited to audible expressions of support or opposition (e.g. applause, booing, or hissing), demonstrations, refusal to comply with time limits, or other interruptions, is strictly prohibited and may result in removal from the meeting.
- E. **DISQUALIFICATION FROM DECISIONS.** A commissioner is disqualified from and may not participate in a decision of the Commission if the member is biased, prejudiced or otherwise unable to be impartial, or has a direct or indirect financial interest in the outcome of the hearing or decision.
- F. **ADDITIONAL RULES OF ORDER.** Where statute, Municipal Code, or these Bylaws are silent on questions of order, meetings shall otherwise be conducted in accordance with the procedures set forth in the current edition of *Robert's Rules of Order Newly Revised in Brief* (hereafter, "Robert's").

## Article III. Oversight of Commission Business

- A. **OFFICERS.** The Commission shall elect from among its members two officers, a chair and vice-chair, at its first hearing each year. If a vacancy occurs in either office, the Commission shall elect a replacement at the next official meeting.
1. **Chair.** The chair shall preside over meetings and shall exercise general supervision over the administration of the Commission's affairs, including determination of points of order and procedure, interpretation of its Bylaws, and the signing of all official documents.
  2. **Vice-Chair.** The vice-chair shall have authority to act as chair during the absence of the chair. In the case of the resignation of the chair, the vice-chair shall succeed to the chair and a new vice-chair shall be elected from the membership.
- B. **SECRETARIES.** Minutes of meetings shall be kept by a secretary. Two secretaries shall be responsible for supervising the taking of an accurate and complete record of meetings depending on the meeting type. *As soon as possible, staff shall make minutes of a meeting available to each member of the Commission.* Each secretary shall also be responsible for the keeping of their respective minutes and the custody and preservation of all paper and digital documents of the Commission.
1. **For Regular Hearings** the City Engineer or their designee shall serve as secretary.
  2. **For Planning Sessions** the Planning and Transportation Director or their designee shall serve as secretary.
- C. **STAFF ATTENDANCE**
1. **Mandatory.** The City Engineer or their designee, and Planning and Transportation Director or their designee, shall appear at all meetings and assist the Commission, presenting fact-based opinion on significant issues raised. In the event of the absence of both chair and vice-chair, the secretary in attendance shall preside temporarily, with the sole duty of overseeing the election of a commissioner to be chair pro tempore.



2. **Requested.** Staff from other departments deemed necessary for decision-making to support the City's transportation and parking goals, such as the Departments of Public Works or Economic and Sustainable Development, shall attend meetings of the Commission at the Commission's request with previous notice.
- D. **PUBLIC RECORDS.** All minutes and recordings of a meeting, and exhibits submitted by appellants, remonstrators, and staff shall be public records and filed in the Department office of the secretary responsible for the given meeting. Public records related to a case shall become a part of the case and held by the Department for a period of at least one year. After one year, all tangible materials may be placed in a "back filing" system for preservation of city records.
1. **Records from Regular Hearings** shall be filed in the Engineering Department.
  2. **Records from Planning Sessions** shall be filed in the Planning & Transportation Department.

## Article IV. Consideration of Cases

### A. TYPES OF CASES

1. **Petitions.** All cases relating to transportation infrastructure projects to the Commission shall be known as petitions.
2. **Resolutions.** All cases relating to proposed changes to the Municipal Code, the adoption of new policies, or amendments to duly adopted written policies of the city, such as city plan, transportation policies, or Transportation Commission policies, shall be known as resolutions. Only members of the Commission, the City Engineer, or the Planning and Transportation Director may introduce resolutions.
3. **Transportation Inquiries.** All cases seeking input, information, or preliminary consideration shall be known as transportation inquiries.

### B. FILING OF CASES

1. **Appeal Form.** All appellants shall use an appeal form approved by the City Engineer and available upon request from the Engineering Department. No appeal shall be accepted as a case to be publicly heard by the Commission until the appellant has consulted with a staff member from the Engineering Department who has determined that the appeal is presented in proper form with all the required exhibits and supporting documents. Upon such determination staff shall sign the appeal form and accept the appeal as a case.
2. **Deadlines.** All appeals shall be filed no later than the deadlines established on the Commission's annual meeting calendar.
3. **Case Number.** Each case to be heard by the Commission shall be filed in proper form, and numbered serially in the form TC-[yy]-[nn]/[L]-[qq], where [yy] is the two-digit year in which the completed form was filed; [nn] is the serial number of the case; [L] is the type of case – (P)etition, (R)esolution or (T)ransportation Inquiry – and [qq] is the serial number of that type of case for that year. The serial numbers shall reset on January 1 of each year. Cases which were numbered in the prior year but not disposed shall maintain their existing number until a final disposition has been determined.

- C. SCHEDULING OF CASES.** Staff may schedule a case for hearing before the Commission. Staff shall take into account the urgency of the request, the magnitude of required review or coordination, or the desirability of modifying the cases, but must do so subject to any time limits in statute, Municipal Code, or these Bylaws. Prior to each scheduled Commission hearing, the staff shall estimate the length of time needed for each case. Where it is evident that cases would likely be taken up after 9:00 pm, the staff shall have the authority to limit the docket and forward such cases to the next scheduled meeting of the Commission. Furthermore, for cases characterized by a high degree of complexity and public interest, staff and the Commission shall strongly consider scheduling additional meetings in order to allow for more timely consideration of other cases which have been filed.
- D. DECISIONS.** The Commission shall make a decision or recommendation on the disposition of any matter it is required to hear through a motion at the conclusion of that matter. The motion shall state the finding of the Commission for the record. The decision on a case shall be recorded in the minutes, which shall indicate action taken and the reasons therefore, and shall be furnished to any interested party upon request.
1. **On Petitions** motions shall be to:
    - a. approve;
    - b. approve with refinement considerations;
    - c. refer the matter back to staff for further refinement considerations; or
    - d. continue the petition to a future meeting.
  2. **On Resolutions to be Forwarded to the Common Council** motions shall be:
    - a. a positive recommendation;
    - b. a negative recommendation;
    - c. no recommendation; or
    - d. to continue the resolution to a future meeting.
  3. **On Resolutions that Adopt or Amend Commission Policy** motions shall be to:
    - a. approve;
    - b. reject; or
    - c. continue the resolution to a future meeting.
  4. **On Transportation Inquiries.** At the conclusion of its consideration of a transportation inquiry, the Commission may:
    - a. determine that no further action is warranted at this time;
    - b. request additional study or information; or
    - c. request that a future petition or resolution addressing the issues raised be placed on a subsequent agenda. In this event, the Commission shall identify a clear and actionable outcome, directive, or policy objective to be developed or prepared for future consideration.
  5. **All Votes By Roll Call.** All decisions on petitions, resolutions, and transportation inquiries shall be made by roll call vote.
  6. **Findings of Fact.** A Findings of Fact form shall be completed by Engineering Staff and shall accurately reflect the Commission's findings in each petition or resolution heard.

## **Article V. Conduct of Regular Hearings**

- A. STANDING AGENDA.** The order of business of regular hearings shall be as follows:

1. **Roll Call**
  2. **Approval of Minutes**
  3. **Reports and Communications**
    - a. *From Commissioners*
    - b. *From Staff*
  4. **Cases** [repeat for each case]
    - a. *Statement of Case and Staff Report*
    - b. *Presentation by Appellant*
    - c. *First-Round Questions for Staff and Appellant by Commissioners*
    - d. *Public Comment*
    - e. *Second-Round Questions*
    - f. *Discussion of Case among Commissioners*
    - g. *Action*
  5. **Discussion of Topics Not on the Docket**
  6. **General Public Comment on Items Not on the Docket**
  7. **Adjournment**
- B. TIME-LIMITED PERIODS.** General limits on deliberations in each case shall be as follows:
1. **Presentations by Staff or Appellant** shall not exceed twenty minutes.
  2. **First-Round Question Period** shall not exceed twenty minutes; commissioners shall be limited to two opportunities to inquire.

## **Article VI. Conduct of Planning Sessions**

- A. **STANDING AGENDA.** The order of business of transportation planning sessions shall be as follows:
1. **Roll Call**
  2. **Approval of Minutes**
  3. **Plan Progress and Review**
  4. **General Public Comment** (optional; by majority vote only)
  5. **Adjournment**
- B. **TIME LIMIT ON PRESENTATIONS.** Initial presentations of cases by staff during planning sessions shall not exceed twenty minutes.
- C. **OPTIONAL PUBLIC COMMENT PERIOD.** Public comment shall be scheduled as an optional item on the agenda for a planning session. Upon completion of all other orders of business and prior to adjournment, the Commission may, by a majority vote of the members present, determine whether to allow a period for public comment, during which speakers may address matters on the current agenda.

## **Article VII. Comment**

- A. **PUBLIC COMMENT PERIODS.** The public may offer comment during periods as specified in Articles V and VI.
1. **No Dialogue in Public Comment.** Direct dialogue between members of the public and the Commission or staff shall not be permitted during public comment.

A speaker may only ask a question rhetorically; a commissioner may choose to take up the question in subsequent deliberations.

2. **Extra Periods by Motion.** The Commission may establish additional opportunities for the public, in addition to those already specified in these Bylaws, to comment on any given item or on its deliberations generally, through a motion approved by two-thirds of commissioners.
- B. **TIME LIMITS.** Any speaker, including commissioners, recognized by the chair shall be limited by default to three minutes per opportunity to speak. A commissioner during question rounds holds the floor and may do so for three minutes per opportunity.
  1. **Timekeeping.** For each speaker wishing to make public comment, staff shall keep time, which shall be displayed publicly and within easy view of the speaker.
  2. **Exception for Certain Spokespersons.** If the chair of another government board or commission within Monroe County, or a spokesperson with written designation from the chair, wishes to address the Commission, the chair shall allow up to five minutes of public comment. The same privilege may be extended to a spokesperson for a neighborhood association, or similar group of people wishing to make public comment, by a unanimous vote of the Commission.
- C. **OPPORTUNITIES TO SPEAK.** The Chair shall recognize persons to speak accordingly:
  1. **Commissioners** shall be recognized no more than twice per first-round question period; with no limit per second-round question period; and no more than twice during discussion periods. During periods described as “discussion,” each commissioner shall have two opportunities to speak to the current issue. The chair shall recognize a commissioner who has not yet spoken to the issue before recognizing someone who has already spoken. The chair may participate in discussion, but if the chair refrains from speaking until after others have spoken twice, any commissioner who has spoken twice may be recognized a third time.
  2. **Staff** may be recognized to speak outside of presentation periods at the discretion of the chair, or at the discretion of a commissioner during question periods, during which they shall be subject to the commissioner’s time limit.
  3. **Members of the Public** shall be recognized once per issue during the corresponding public comment period.
  4. **Sign-in Required.** All speakers, other than commissioners and staff, shall sign an attendance sheet provided by the secretary.
- D. **POSTING OF MEETING RULES.** It shall be the responsibility of the secretary to publish the rules for conduct and comment during a Commission meeting (Article II and this article) and post them on the doors of the meeting room. The chair may recite a synopsis of these rules prior to public comment periods.

## Article VIII. Administrative Policies Manual

- A. **MANUAL.** The Commission shall establish and maintain a collection of literature that includes the most current versions of the full copies of important reference documents. Documents shall include:
  1. BMC §2.12.070 (Municipal Code authorizing the Commission);
  2. These Bylaws;
  3. the current annual meeting calendar;
  4. the current list of persons involved with the Commission (members, staff);

5. the current edition of Robert's;
  6. a link to the Commission's appeal form;
  7. relevant passages of the city's Comprehensive Plan;
  8. the city's full Transportation Plan;
  9. the most recent third-party studies on topics relevant to the Commission; and
  10. other documents as the Commission may see fit to include.
- B. **WEBPAGE.** Staff shall maintain a webpage with links to each document.
- C. **HARD COPIES.** Staff shall provide a commissioner a printed copy of any document upon request.

## **Article IX. Amendment and Suspension**

- A. **AMENDMENT OF BYLAWS.** Amendments to these Bylaws may be proposed in a resolution by a commissioner at any public meeting. A resolution proposing amendments must be previously noticed and shall modify these Rules by a two-thirds vote of the Commission.
- B. **SUSPENSION OF RULES.** The suspension of any rules in Articles V, VI and VII may be ordered during a public meeting by a two-thirds vote of the Commission.

# Amendment 1 to Resolution TC-R-25-01 Memo

**To:** Transportation Commission

**From:** Mark Stosberg, Member

**Date:** July 16, 2025

**Re:** Proposed Amendments to Resolution to Propose a Revised Set of Rules and Call Them "Bylaws"

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For discussion at our meeting, here are proposed amendments to accept the staff's recommended changes to Steve Volan's proposed bylaws. They can be considered individually or collectively.

The staff recommendations appear on 85-86 of the packet and proposed bylaws follow it. Sections of amended text have been highlighted to clarify where and how text differs from the corresponding "Current Text" sections.

## Amendment 1: Article IV(B)(3) - Case Numbers

**Rationale:** Staff currently use a different numbering system and are working to incorporate future cases into EPL Permitting Software. This amendment provides flexibility to use systems that work with existing technology and processes.

### Current Text:

> Case Number. Each case to be heard by the Commission shall be filed in proper form, and numbered serially in the form TC-[yy]-[nn]/[L]-[qq], where [yy] is the two-digit year in which the completed form was filed; [nn] is the serial number of the case; [L] is the type of case – (P)etition, (R)esolution or (T)ransportation Inquiry – and [qq] is the serial number of that type of case for that year. The serial numbers shall reset on January 1 of each year. Cases which were numbered in the prior year but not disposed shall maintain their existing number until a final disposition has been determined.

### Amended Text:

> Case Number. Each case to be heard by the Commission shall be filed in proper form, and numbered according to the system established by the Engineering Department. Staff shall assign case numbers that are compatible with the EPL Permitting Software and existing

departmental numbering systems. The numbering system may be modified by staff as needed to accommodate technological and administrative requirements.

#### **Amendment 2: Article VI(B) - Time Limit on Presentations (Planning Sessions)**

**Rationale:** Staff indicated that Planning Sessions serve as steering committees for major planning efforts where the Commission helps define goals, strategies, and processes. Time limits may reduce the quality or completeness of information shared, particularly for presentations involving substantial background, research, and dialogue.

##### **Current Text:**

> TIME LIMIT ON PRESENTATIONS. Initial presentations of cases by staff during planning sessions shall not exceed twenty minutes.

##### **Amended Text:**

> PRESENTATION FORMAT. During planning sessions, the Commission shall suspend formal procedure under Robert's Rules of Order in favor of a conversational approach that allows for adequate discussion of planning matters. Staff and consultants shall be permitted to facilitate discussion with the Commission without time restrictions to ensure complete information sharing for major planning efforts.

#### **Amendment 3: Article VII(B) - Time Limits**

**Rationale:** Staff expressed concern that strict time limits will hinder effective discussion of complex cases involving significant changes to rights-of-way, adopted City plans, ordinances, or major policy decisions. Many Commission decisions require reviewing technical design changes to ensure roadway safety, and limiting discussion may prevent full consideration of critical details.

##### **Current Text:**

> TIME LIMITS. Any speaker, including commissioners, recognized by the chair shall be limited by default to three minutes per opportunity to speak. A commissioner during question rounds holds the floor and may do so for three minutes per opportunity.

##### **Amended Text:**

> TIME LIMITS. Any speaker from the public recognized by the chair shall be limited by default to three minutes per opportunity to speak. Commissioners and staff shall not be subject to time

limits during question periods and discussion, with the Chair responsible for ensuring that discussion remains productive and questions are relevant to the matter at hand.

#### **Amendment 4: Article VII(C) - Staff Recognition**

**Rationale:** Staff members provide technical expertise and experience essential for complex transportation decisions. Limiting their time for questions and responses may not allow for adequate discussion of complex technical issues.

##### **Current Text:**

> Staff may be recognized to speak outside of presentation periods at the discretion of the chair, or at the discretion of a commissioner during question periods, during which they shall be subject to the commissioner's time limit.

##### **Amended Text:**

> Staff may be recognized to speak outside of presentation periods at the discretion of the chair, or at the discretion of a commissioner during question periods, without time restrictions to allow for adequate technical discussion and expert consultation.

#### **Amendment 5: Article VII(D) - Posting of Meeting Rules**

**Rationale:** Staff prefer that the Chair recite a synopsis of the public comment rules before every public comment period to ensure consistency and clarity for all participants.

##### **Current Text:**

> POSTING OF MEETING RULES. It shall be the responsibility of the secretary to publish the rules for conduct and comment during a Commission meeting (Article II and this article) and post them on the doors of the meeting room. The chair may recite a synopsis of these rules prior to public comment periods.

##### **Amended Text:**

> POSTING OF MEETING RULES. It shall be the responsibility of the secretary to publish the rules for conduct and comment during a Commission meeting (Article II and this article) and post them on the doors of the meeting room. The chair shall recite a synopsis of the public comment rules prior to every public comment period.





# Transportation Commission Memo

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**From:** Iris Bull  
**Mtg Date:** July 21, 2025  
**Subject:** TC-R-25-02 Resolution to Propose 2025 Meeting & Deadlines Schedule

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## Synopsis

This Resolution presents a draft meeting schedule for the Transportation Commission for the remainder of 2025. The schedule reflects an effort to anticipate staff workload and to coordinate space logistics for our preferred meeting location. It is intended to guide the Commission's regular hearings, while planning sessions will be scheduled as needed.

## *Relevant Materials*

- [TC-R-25-02](#) 2025 Meeting & Deadlines Schedule (2 pages)

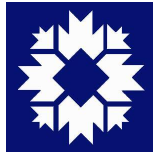
## Summary

The Transportation Commission's regular meetings for the remainder of 2025 will be held at 5:30 p.m. in the City Council Chambers of Bloomington City Hall. Each meeting date falls on a Monday. There will be no meetings in August due to space constraints or in December due to anticipated holidays and breaks.

Agenda- and Packet-related deadlines for anticipated meetings have been provided. To coordinate agenda requests, a hyperlink and QR code to a Google Form have been provided for the benefit of staff and commission member use only.

## Contact

Iris Bull, Administrative Assistant, 812-349-3913, [iris.bull@bloomington.in.gov](mailto:iris.bull@bloomington.in.gov)



**City of Bloomington  
Engineering Department**

# **Transportation Commission NOTICE**

## **2025 Meeting Schedule**

*Regular meetings, from 5:30 pm, are held in the City Council Chambers at Bloomington City Hall, 401 N. Morton St., Bloomington, IN 47404 - unless otherwise noted below.*

- June 16, 2025
- July 21, 2025
- August: no meeting
- September 15, 2025
- October 20, 2025
- November 17, 2025
- December: no meeting

<b>Commissioner:</b>	<b>Term:</b>	<b>Appointed by:</b>
Rick Coppock	07/01/2025 - 07/01/2027	Board of Public Works
John Connell	03/25/2025 - 03/25/2027	Public Transportation Corporation (BT)
Barbara McKinney	2/1/2025 - 1/31/2027	Common Council
Stephen Volan	2/1/2025 - 1/31/2027	Common Council
Brian Drummy	2/1/2025 - 1/31/2027	Common Council
Matt Flaherty	1/1/2024 - 12/31/2027	Council Ex-Officio
Lesley Davis	2/1/2025 - 1/31/2027	Mayor
Mark Stosberg	05/09/2025 - 05/09/2027	Plan Commission

# 2025 Meeting & Deadlines Schedule

## Transportation Commission

Agenda Request Deadline			Packet Submission Deadline			Meeting Schedule		
Day	Date	Time	Day	Date	Time	Day	Date	Time
N/A						Monday	June 16	5:30 PM
Thursday	July 3	10:00 AM	Thursday	July 10	4:00 PM	Monday	July 21	5:30 PM
<b>No August Meeting Scheduled</b>								
Friday	August 29	10:00 AM	Thursday	September 4	4:00 PM	Monday	September 15	5:30 PM
Monday	October 6	10:00 AM	Thursday	October 9	4:00 PM	Monday	October 20	5:30 PM
Monday	November 3	10:00 AM	Thursday	November 6	4:00 PM	Monday	November 17	5:30 PM
<b>No December Meeting Scheduled</b>								

Deadlines are strict to provide appropriate preparatory time for administrative staff and commission members.

Packet Submission Deadlines are not negotiable without sufficient cause, advance notice, and communication with appropriate staff.

Cases with incomplete documentation by the 4:00PM submission deadline will be automatically advanced to the next month's agenda.

Only City of Bloomington staff and Transportation Commission members may submit agenda requests via <https://bton.in/TCappeal>



**BLOOMINGTON TRANSPORTATION COMMISSION  
STAFF REPORT**

**CASE #:TC-R-25-03**

**Location: E 13th St and N Indiana Ave**

**MEETING DATE: July 21, 2025**

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**PETITIONER:** City of Bloomington  
401 N. Morton St.

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**MEASURE UNDER CONSIDERATION:** Installation of an all-way stop at the intersection of E 13th St and N Indiana Ave in response to a pattern of right-angle crashes.

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**REPORT:** The intersection of E 13th St and N Indiana Ave has been identified by staff as a candidate for all-way stop control in response to continued monitoring of crash data. According to the City's Transportation Plan N Indiana Ave south of E 13th Street and E 13th Street west of N Indiana Ave is classified as a General Urban street typology, and E 13th St east of N Indiana Ave and N Indiana Ave north of E 13th St is classified as a Neighborhood Connector.

City staff conducted an engineering study based on guidance outlined in the Indiana Manual on Uniform Traffic Control Devices (IMUTCD). Key findings from the study include:

- **Crash History:** Between November 2023 and November 2024, five right-angle crashes occurred- all of which are susceptible to correction with all-way stop control. The IMUTCD threshold of five correctable crashes in 12 months is met.
- **Traffic Volumes:** The major street (N Indiana Ave) averaged 374 vehicles/hour during the peak 8-hour period, which meets the volume criteria of 300 vehicles/hour. The minor street (E 13th St) averaged 326 vehicles/hour, which meets the volume criteria of 200 vehicles/hour. The IMUTCD threshold for traffic volumes is met.
- **Pedestrian Activity:** While not formally counted, staff observed significant pedestrian traffic, particularly during midday and afternoon hours.
- **Speeds:** The 85th percentile speed for northbound traffic on N Indiana Ave was measured at 29mph, southbound traffic was measured at 31mph. The statutory speed limit is 25mph.
- **Sight Distance:** Adequate stopping sight distance for eastbound drivers looking south on N Indiana Ave exists but the desired intersection sight distance is not available due to the railroad overpass structure. No other approaches were identified as having potential sight distance concerns.

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**CRITERIA AND FINDINGS FOR PROPOSED CHANGES TO TITLE 15 (Vehicles and Traffic) 2.12.070(d)(2):** Review all transportation projects, proposed changes to Title 15 (Vehicles and Traffic), relevant proposed changes to Title 12 (Streets, Sidewalks and Storm Sewers), and other applicable changes to the Bloomington Municipal Code to determine if the proposed change:

- 1) *Is consistent with the comprehensive plan and other applicable city adopted plans.*

**PROPOSED FINDING:** The recommended all-way stop aligns with the City's Comprehensive Plan Goal 6.1 Increase Sustainability: Improve the sustainability of the

transportation system:

Policy 6.1.7: Prioritizing safety and accessibility over capacity in transportation planning, design, construction, and maintenance decisions.

Policy 6.1.8: Evaluate city roads, sidewalks, paths, trails, ramps, and traffic devices regularly and implement an adequately funded maintenance program.

- 2) *Is consistent with the best practices for eliminating all transportation-related fatalities and serious injuries within the city.*

**PROPOSED FINDING:** The all-way stop installation addresses a documented crash pattern, providing a proven and warranted safety improvement at this intersection, in alignment with the City's Vision Zero and safety goals.

- 3) *Is consistent with advancing a sustainable transportation system and equitable access to all transportation facility users while prioritizing non-automotive modes.*

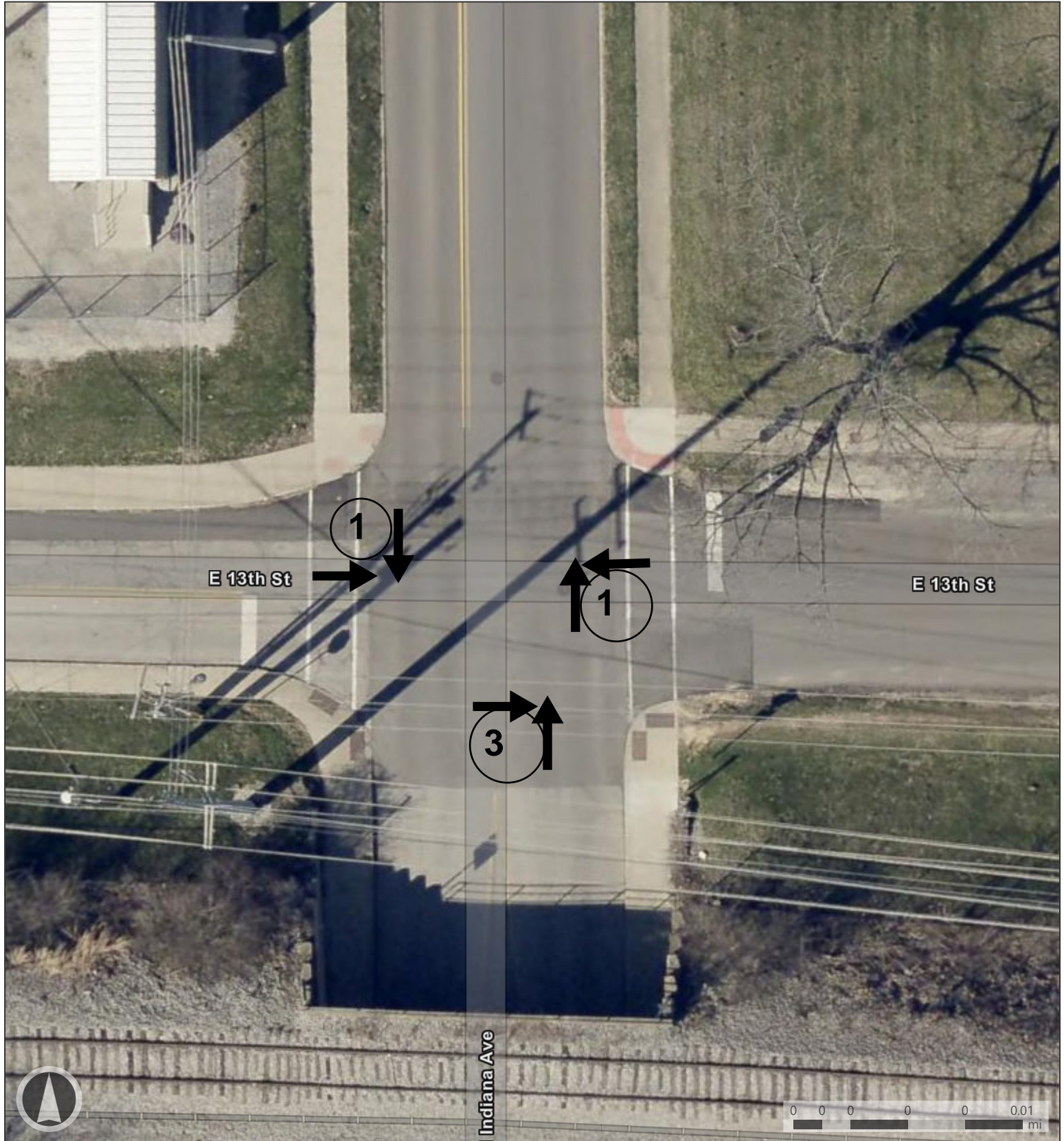
**PROPOSED FINDING:** The proposed all-way stop improves crossing opportunities for pedestrians, consistent with city priorities to reduce car dependency and promote sustainable transportation options.

- 4) *Has adequately conducted public engagement and considered community-centric design tied to targeted outcomes.*

**PROPOSED FINDING:** The recommendation is based on crash data, traffic volumes, field observations, and consideration of pedestrian behavior. In advance of implementing the proposed all-way stop a press release and/or social media post would be utilized to notify the community of the coming change. Additionally, signage would be placed to notify users of the updated traffic pattern at the intersection upon installation.

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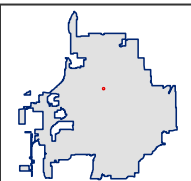
**RECOMMENDATION:** Staff recommends that the Transportation Commission adopt the proposed findings and forward to the Common Council with a positive recommendation for an installation of an all-way stop at the intersection of E 13th St and N Indiana Ave.



Map Legend

 Bloomington Municipal Boundary

 Right-angle crash arrows  
show direction of vehicle  
travel





**BLOOMINGTON TRANSPORTATION COMMISSION  
STAFF REPORT**

**CASE #: TC-R-25-04**

**Location: N Woodlawn Avenue & E 13<sup>th</sup> Street**

**MEETING DATE: July 21, 2025**

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**PETITIONER:** City of Bloomington  
401 N. Morton St.

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**MEASURE UNDER CONSIDERATION:** Installation of an all-way stop at the intersection of N Woodlawn Avenue and E 13th Street in response to a pattern of right-angle crashes and observed vehicle-pedestrian conflicts.

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**REPORT:** The intersection of N Woodlawn Avenue and E 13th Street has been identified by staff as a candidate for all-way stop control in response to continued monitoring of crash data. According to the City's Transportation Plan street typology, N Woodlawn Avenue is classified as a General Urban, and E 13th Street is classified as a Neighborhood Connector.

City staff conducted an engineering study based on guidance outlined in the Indiana Manual on Uniform Traffic Control Devices (IMUTCD) Section 2B.07. Key findings from the study include:

- **Crash History:** Seven right-angle crashes occurred between March 2023 and March 2024, all of which are susceptible to correction with all-way stop control. The IMUTCD threshold of five correctable crashes in a 12-month period is met.
- **Traffic Volumes:** The major street, N Woodlawn Avenue, averaged 293 vehicles per hour during the peak 8-hour period, nearly meeting the IMUTCD volume criteria of 300 vehicles per hour. The minor street, E 13th Street, averaged 178 vehicles per hour during the same 8-hour period, slightly below the 200 unit threshold, though significant pedestrian activity was observed but not measured. The measured vehicle volumes, and observed pedestrian volumes, support the consideration of additional control.
- **Operation Analysis:** A traffic operation analysis utilizing existing traffic volumes found that if the intersection is converted to an all-way stop no capacity issues are anticipated and 95th percentile queues are expected to be 50' or less on each intersection approach. The proposed stop sign and stop bar on the south leg of the intersection will be approximately 175' away from the stop bar and gates on the north side of a railroad crossing.

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**CRITERIA AND FINDINGS FOR PROPOSED CHANGES TO TITLE 15 (Vehicles and Traffic) 2.12.070(d)(2):** Review all transportation projects, proposed changes to Title 15 (Vehicles and Traffic), relevant proposed changes to Title 12 (Streets, Sidewalks and Storm Sewers), and other applicable changes to the Bloomington Municipal Code to determine if the proposed change:

- 1) *Is consistent with the comprehensive plan and other applicable city adopted plans.*

**PROPOSED FINDING:** The recommended all-way stop aligns with the City's

Comprehensive Plan Goal 6.1 Increase Sustainability: Improve the sustainability of the transportation system:

Policy 6.1.7: Prioritizing safety and accessibility over capacity in transportation planning, design, construction, and maintenance decisions.

Policy 6.1.8: Evaluate city roads, sidewalks, paths, trails, ramps, and traffic devices regularly and implement an adequately funded maintenance program.

- 2) *Is consistent with the best practices for eliminating all transportation-related fatalities and serious injuries within the city.*

**PROPOSED FINDING:** The all-way stop installation addresses a documented crash pattern, providing a proven and warranted safety improvement at this intersection, in alignment with the City's Vision Zero and safety goals.

- 3) *Is consistent with advancing a sustainable transportation system and equitable access to all transportation facility users while prioritizing non-automotive modes.*

**PROPOSED FINDING:** The proposed all-way stop improves crossing opportunities for pedestrians and cyclists, consistent with city priorities to reduce car dependency and promote sustainable transportation options.

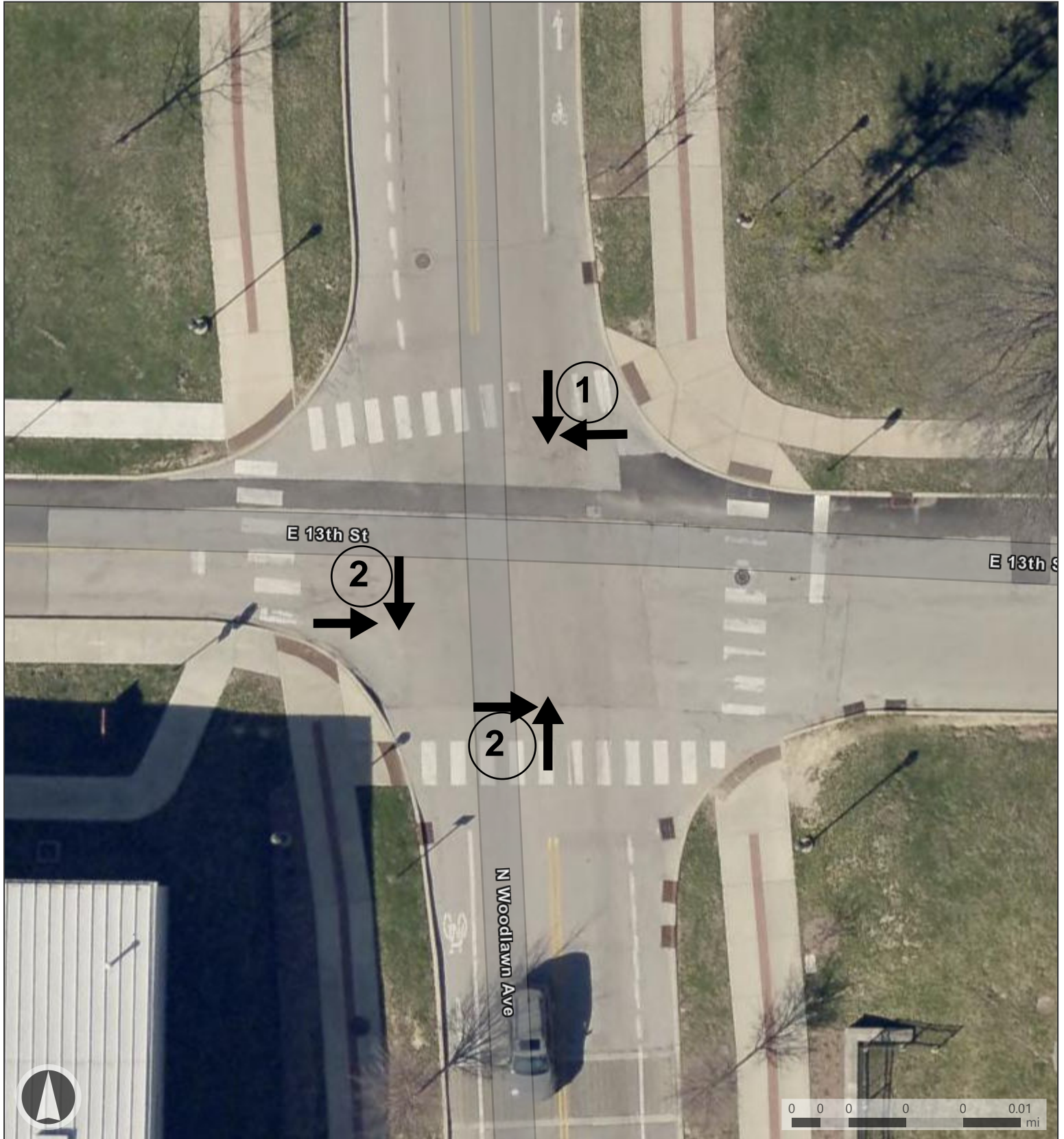
- 4) *Has adequately conducted public engagement and considered community-centric design tied to targeted outcomes.*

**PROPOSED FINDING:** The recommendation is based on crash data, traffic volumes, field observations, and consideration of pedestrian behavior. In advance of implementing the proposed all-way stop a press release and/or social media post would be utilized to notify the community of the coming change. Additionally, signage would be placed to notify users of the updated traffic pattern at the intersection upon installation.


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**RECOMMENDATION:** Staff recommends that the Transportation Commission adopt the proposed findings and forward to the Common Council with a positive recommendation for the installation of an all-way stop at the intersection of N Woodlawn Avenue and E 13th Street.

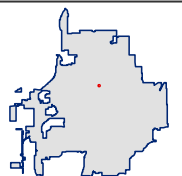




Map Legend

 Bloomington Municipal Boundary

 Right-angle crash arrows  
show direction of vehicle  
travel





Ryan Robling <roblingr@bloomington.in.gov>

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## 3 minute rule for TC - I fully support

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**Jaclyn Ray** <jaclyn@clutterwrangler.com>

Wed, Jun 25, 2025 at 3:37 PM

To: Ryan Robling <roblingr@bloomington.in.gov>

Hi Ryan,

I would like to communicate that I fully support the 3 minute limit for public comment at the Traffic Commission meetings. After ten years of being on the BPSC I know from experience that 3 minutes is plenty of time to state one's point succinctly.

Jaclyn Ray