



## **CITIZENS ADVISORY COMMITTEE**

May 25, 2022

6:30 – 8:00 pm

Hybrid Meeting - McCloskey Conference Room and via Zoom

Join Zoom Meeting

<https://bloomington.zoom.us/j/86149587999?pwd=TGFtV210VVUrMktvQkhQT3RKMnlscz09>

Meeting ID: 861 4958 7999

Passcode: 411385

Find your local number: +13126266799,,86149587999# US (Chicago)

Dial by your location: +1 312 626 6799 US (Chicago)

Clicking on the link will take you to the meeting. You will automatically receive a dial-in number if you want to use your phone for audio and not your computer microphone.

### **Agenda**

- I. Call to Order and Introductions
- II. Approval of Meeting Agenda\*
- III. Election of Calendar Year (CY) 2022 Citizens Advisory Committee Officer\*
  - a. Vice-Chair
- IV. Approval of Minutes\*
  - a. March 23, 2022
- V. Communications from the Chair and Vice Chair
- VI. Reports from Officers and/or Committees
- VII. Reports from the MPO Staff
  - a. INDOT FY 2022 - 2026 Statewide Transportation Improvement Program (STIP)
  - b. Bloomington Transit Replacement of Late Evening Service with Uber & Lyft
  - c. INDOT Indiana EV Infrastructure Deployment Plan Survey
- VIII. Old Business
  - a. FY 2020 - 2024 & FY 2022 - 2026 Transportation Improvement Program (TIP) Amendments\*
    - (1) DES#2101712 - Dillman Road, Bridge #83, 3000' W of SR 37
  - b. BMCMPPO Public Participation Plan
- IX. New Business
  - a. BMCMPPO 2022 Complete Streets Policy Update - Audit of Policy Methodology & Related Plans

- X. Public Comment on Matters Not Included on the Agenda (*non-voting items*)  
*Limited to five minutes per speaker, and may be reduced by the committee if numerous people wish to speak*
  
- XI. Communications from Committee Members on Matters Not Included on the Agenda (*non-voting items*)
  - a. Communications
  - b. Topic Suggestions for Future Agendas
  
- XII. Upcoming Meetings
  - a. Policy Committee - June 10, 2022 at 1:30 p.m. (Hybrid)
  - b. Technical Advisory Committee - June 29, 2022 at 10:00 a.m. (Hybrid)
  - c. Citizens Advisory Committee - June 29, 2022 at 6:30 p.m. (Hybrid)
  
- XIII. Adjournment

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

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



**CITIZENS ADVISORY COMMITTEE**

**Meeting Minutes**

March 27, 2022

6:30 - 8:00 p.m.

Virtual Location via Zoom

*Suggested  
Time:  
~6:30 p.m.*

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

**Members present:** Paul Ash, John Kennedy, Sarah Ryterband, David Walter, Mary Jane Hall

**Guests:** None.

**Staff present:** Pat Martin, Ryan Clemens

*~7:00 p.m.*

I. Call to Order and Introductions: 6:30pm

II. Approval of Meeting Agenda\*

**\*\*Mary Jane Hall motioned to approve of the meeting agenda, John Kennedy seconded; motion passed by a unanimous roll call vote 4-0.\*\***

III. Approval of Minutes\*

**\*\*Mary Jane Hall motioned to approve the February 23, 2022 meeting minutes. John Kennedy seconded; motion passed by a unanimous roll call vote 4-0.\*\***

IV. Communications from the Chair and Vice Chair.

- a. Sarah Ryterband reported on the February Policy Committee meeting and a potential need for a new Vice-Chair beginning in April 2022. Discussion ensued. A Bylaws discussion will occur in April 2022.

*~7:30 p.m.*

V. Reports from Officers and/or Committees - David Walter joined the meeting with his CAC resignation announcement with the commencement this meeting. Discussion ensued.

VI. Reports from the MPO Staff

- a. Pat Martin reported on the status of INDOT's Draft FY 2022 – 2024 Statewide Transportation Improvement Program (STIP) with anticipated submission to FHWA/FTA in April 2022. Staff will continue amendments for the BMCMPPO FY 2020 - 2024 TIP and the FY 2022 - 2026 TIP.
- b. Pat Martin reported on a delay of progress for the BMCMPPO Freight Assessment and Needs Study as the Unified Planning Work Program (UPWP) has a current priority.

*~8:00 p.m.*

VII. Old Business

Final Draft FY 2023 - 2024 UPWP - Status Report. Pat Martin reported on (1) *Bloomington Herald-Times* legal advertisements beginning March 3 for the 30-day Public Comment Period ending April 4, 2022, and (2) a public posting on the MPO website at <https://bloomington.in.gov/mpo/unified-planning-work-program>.

VIII. New Business

a. FY 2020 - 2024 TIP Amendment/FY 2022 - 2026 TIP Amendment\*

- (1) DES# 2200146 - Indiana Rail Road Bridge on Eagleson Avenue. David Walter noted ownership of the bridge, deterioration of the structural piers, and a multitude of other issues. Discussion ensued. **\*\*Mary Jane Hall motioned to recommend approval of the TIP Amendment to the Policy Committee. John Kennedy seconded; motion passed by a roll call vote 5-0\*\***

IX. Public Comment on Matters Not Included on the Agenda (*non-voting items*)

*Limited to five minutes per speaker, and may be reduced by the committee if numerous people wish to speak* - None.

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

- a. Communications  
b. Topic Suggestions for Future Agenda - Sarah Ryterband requested that the staff share an illustrative crash map to the Citizens Advisory Committee at an upcoming meeting. Staff agreed.

XI. Upcoming Meetings

- a. Policy Committee - April 8, 2022 at 1:30 p.m. (Hybrid)  
b. Technical Advisory Committee - April 27, 2021 at 10:00 a.m. (Hybrid)  
c. Citizens Advisory Committee - April 27, 2021 at 6:30 p.m. (Hybrid)

Adjournment

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

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# Indiana EV Infrastructure Deployment Plan - Public Survey

05/13/2022

According to guidance from the National Electric Vehicle Infrastructure (NEVI) formula program under the Bipartisan Infrastructure Law (BIL), Indiana can expect to receive nearly \$100 million in federal funding to provide safe, efficient, and high-quality Infrastructure that enables EV drivers to travel throughout the state.

The Indiana Department of Transportation is conducting an online survey to inform the state's Electric Vehicle Infrastructure deployment plan.

INDOT seeks to gain insight into charging station locations, barriers, and considerations. The survey should take approximately 20 minutes to complete and responses received by May 27, 2022 will be used to inform the development of Indiana's plan.

At the end of the survey, there is an option to provide your personal contact information. If you choose to provide this information, it will not be shared outside of the project team. Thank you for taking the time to provide input!

Click [here](#) to take the survey



Patrick Martin &lt;martipa@bloomington.in.gov&gt;

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**[cityhall-everyone] PRESS RELEASE: Bloomington Transit Announces the Replacement of Late Evening Service with Uber/Lyft Delayed Until June**

1 message

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**Andrew Krebs** <andrew.krebs@bloomington.in.gov>  
Reply-To: andrew.krebs@bloomington.in.gov  
To: Andrew Krebs <andrew.krebs@bloomington.in.gov>  
Bcc: city-everyone@bloomington.in.gov

Mon, May 2, 2022 at 10:44 AM

**FOR IMMEDIATE RELEASE**

May 2, 2022

**For more information, please contact:**

Zac Huneck, Planning & Special Projects Manager  
Bloomington Public Transportation Corporation  
[huneckz@bloomingtontransit.com](mailto:huneckz@bloomingtontransit.com) or 812-336-7433 ext.106

Andrew Krebs, Communications Director, Office of the Mayor  
[andrew.krebs@bloomington.in.gov](mailto:andrew.krebs@bloomington.in.gov) or 812-349-3406

**Bloomington Transit Announces the Replacement of Late Evening Service with Uber/Lyft Delayed Until June**

**Bloomington, Ind.**—Bloomington Transit (BT) is announcing the delay of a plan to replace late evening service on most routes, with those trips to be provided through partnerships with Uber and Lyft. The new service delivery method was originally announced to take effect on May 9, 2022, and has been delayed to June 2022. The delay will allow Bloomington Transit to gather existing ridership data to better compare the success of the program, conduct further outreach to educate riders on the program, and finalize the remaining details of the pilot program with platform providers. All fixed routes will continue to operate their normal late evening hours until the program goes live in June.

The replacement of late evening service is a response to the ongoing driver shortage experienced by BT, along with transit agencies across the country. To confront the driver shortage, BT has already scaled back services on high-frequency routes by 15 percent compared to pre-pandemic levels, and additional reductions to late evening service—during which time ridership is significantly reduced—are targeted to provide additional relief for drivers. Partnerships with Uber and Lyft will allow BT to continue to provide mobility options for riders, despite the unavailability of transit drivers.

The Uber and Lyft partnerships will allow riders to hail trips directly through those app-based platforms. If trips are within the designated service area and taken during the service period of 9:00 p.m.-midnight, riders may enter a discount code that will activate a BT subsidy of up to \$19 per trip. Riders are responsible for the first \$1 of the trip, and any cost over \$20. During the service period, riders who use mobility devices and cannot enter Uber or Lyft vehicles may call BT dispatch for a ride to be provided by BT using a wheelchair-accessible vehicle.

###

Today's press release is available online at [bloomington.in.gov/news/2022/05/02/5167](https://www.bloomington.in.gov/news/2022/05/02/5167).

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**ANDREW KREBBS** *he/him/his*

COMMUNICATIONS DIRECTOR | OFFICE OF THE MAYOR

401 NORTH MORTON STREET, SUITE 210, BLOOMINGTON, IN 47404

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FOLLOW US ON SOCIAL MEDIA OR VISIT OUR WEBSITE.





## FY 2022 - 2026 Transportation Improvement Program

### Project Request Form

(Please return form fully completed by April 30, 2021)

**Mail:** Bloomington - Monroe County MPO  
401 N Morton Street, Suite 130  
Bloomington, Indiana 47402

**Email:** [clemensr@bloomington.in.gov](mailto:clemensr@bloomington.in.gov)

**Fax:** (812) 349-3530

### Section 1: Local Public Agency Information

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

**Employee in Responsible Charge (ERC):** Lisa Ridge, Highway Director  
**Phone:** 812-349-2555  
**Email:** [ljridge@co.monroe.in.us](mailto:ljridge@co.monroe.in.us) \_\_\_\_\_

### Section 2: Verification

I hereby certify that the information submitted as part of this form is complete and accurate. Furthermore, if applicable, I certify that the project complies with the BMCMPPO Complete Streets Policy.

\_\_\_\_\_  
Employee in Responsible Charge (ERC)

5/19/22  
\_\_\_\_\_  
Date

### Section 3: Project Information

- A. Project Name: Dillman Road Bridge #83
- B. Is project already in the TIP?  
 Yes  No
- C. DES # (if assigned): 210712
- D. Project Location (detailed description of project termini): Dillman Road, 3,000' west of SR 37



E. Please identify the primary project type (select only one):

- Bicycle & Pedestrian
- Bridge (Off-System Bridge)
- Road – Intersection
- Road – New/Expanded Roadway
- Road – Operations & Maintenance
- Road – Reconstruction/Rehabilitation/Resurfacing
- Sign
- Signal
- Transit

F. Project Support (local plans, LRTP, TDP, etc.):

G. Allied Projects:

H. Does the Project have an Intelligent Transportation Systems (ITS) component?

- Yes  No

If yes, is the project included in the MPO's ITS Architecture?

- Yes  No

I. Anticipated Letting Date: 10/2026

### Section 4: Financial Plan

Identify all anticipated costs for all phases of the project, including any costs anticipated in years beyond the scope of this TIP. All phases must incorporate a four percent (4%) per year inflation factor per BMCMPPO policy. All CN phases must include an appropriate amount of funding for construction inspection in addition to project construction costs.

*Note: Fiscal Year 2022 begins on July 1, 2021 and ends on June 30, 2022.*

Phase	Funding Source	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Outlying Years
PE		\$	\$	\$	\$	\$	\$
	Federal	\$	\$ 423,200	\$	\$	\$	\$
	Local	\$	\$ 105,800	\$	\$	\$	\$
RW		\$	\$	\$	\$	\$	\$
	Federal	\$	\$	\$ 128,000	\$	\$	\$
	Local	\$	\$	\$ 32,000	\$	\$	\$
CE		\$	\$	\$	\$	\$	\$
	Federal	\$	\$	\$	\$		\$ 336,000
	Local	\$	\$	\$	\$		\$ 84,000
CN		\$	\$	\$	\$		\$
	Federal	\$	\$	\$	\$		\$ 1,882,400
	Local	\$	\$	\$	\$		\$ 470,600
<b>Totals:</b>		\$	\$ 529,000	\$ 160,000	\$	\$ 2,773,000	\$ 2,773,000

## Section 5: Complete Streets Policy

### A. Select one of the following:

- Compliant** - This project is subject to the Complete Streets Policy because it involves the new construction or reconstruction of local roadways that will use federal funds through the BMCMPPO for any phase of project implementation. *Additional Information items 1-8 (below) must be submitted for Compliant projects.*
- Not Applicable** - This project is not subject to the Complete Streets Policy because it is a transit project, a non-roadway project, a resurfacing activity that does not alter the current/existing geometric designs of the roadway, or is a project that uses federal funds for which the BMCMPPO does NOT have programming authority. *No Additional Information items (below) have to be provided for projects to which the Complete Streets Policy does not apply.*
- Exempt** – The LPA is requesting that this project be exempted from the Complete Streets Policy due to certain circumstances or special constraints, as detailed in Section IV of the Complete Streets Policy. Please provide a detailed explanation of why the project should be exempted. *Additional Information items 1, 4-8 (below) must be submitted for Exempt projects.*

*Justification for Exemption:* \_\_\_\_\_

### B. Additional Information:

Attach to this application form the following information as required by the Complete Streets Policy. If any items are unknown at the time of application, the applicant may indicate that “specific information has not yet been determined.” Any required information not provided at the time of this application must be reported to the MPO as soon as it becomes available.

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

Bloomington-Monroe County Metropolitan Planning Organization

# Public Participation Plan



***Adopted***

December 13, 2002

***Amended***

June 8, 2007

March 11, 2011

(TBD), 2022



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## Introduction

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

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

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

The Policy Committee (PC) consists of municipally and county elected officials from city, town, and county governments, membership from the Bloomington Public Transportation Corporation, Indiana University (IU), the Indiana Department of Transportation (INDOT), and the Federal Highway Administration (FHWA), and non-elected members. The Technical Advisory Committee includes state and local planners, engineers, transit operators, and other transportation-related professionals. The Citizens Advisory Committee represents a broad cross-section of citizens and community interests who reside within the boundaries of the Metropolitan Planning Area (MPA).

## Purpose

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

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

The Public Participation Plan is periodically updated and revised in order to improve continuous, comprehensive, and cooperative transportation planning (Federal 3C Process) for the BMCMPPO. Plan updates are typically in response to local needs and interests or due to new state and federal requirements.

### **Public Participation Plan Goals**

The BMCMPPO Public Participation Plan was prepared in compliance with the Federal Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) and predecessor federal legislation applicable to metropolitan transportation planning. Title VI, 6001 (a).134 (i) (5), (A):

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

The Plan is developed using the following FAST Act and BMCMPPO general goals:

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

- Educate and raise awareness within the Metropolitan Planning Area (MPA) boundary about current and future transportation needs;
- Encourage broad public participation from all sectors of the community and provide the community with adequate opportunities to participate in the decision making process; and
- Foster a sense of ownership toward the transportation planning process and the resulting projects within the community.

***Public Participation Mission Statement***

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

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



## Public Participation Plan Policy

It is the policy of the BMCMPPO to provide access to the transportation planning process so as to engage the public to encourage comments on transportation planning activities. By doing so, the BMCMPPO Policy Committee will have available to them public ideas, concerns, and suggestions on all MPO transportation planning issues.

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

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

### ***Adoption Resolutions and Major Amendments Policy***

The BMCMPPO shall follow to the fullest extent possible the Public Participation Plan for adoption resolutions and major amendments to the LRTP and the TIP. MPO staff shall bring all such resolutions and amendments to the Citizens Advisory Committee and Technical Advisory Committee prior to adoption by the Policy Committee. The public shall have a minimum of 30 days for written comment on such resolutions and amendments before adoption by the Policy Committee.

This section applies to the following resolutions and amendments:

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

- Adoption of a new, or amendment to an existing, Public Participation Plan, except that the required written public comment period shall be 30 days for such action;
- Inclusion into an adopted TIP of new capital improvement projects that meet either the criteria for capacity expansion and/or the criteria for acquisition of right-of-way;
- Removal from an adopted TIP of an existing capital improvement project;
- Amendments to an adopted TIP that change the total cost of an existing capital improvement project by 100% or more; and
- Amendments to the LRTP that modify transportation projects identified in the Plan.

### ***Related MPO Programs and Minor Amendments Policy***

The BMCMPPO shall follow to the fullest extent possible the Public Participation Plan for related MPO program adoption resolutions and minor amendments to the Long Range Transportation Plan and the Transportation Improvement Program. MPO staff may bring such resolutions and amendments to the Citizens Advisory Committee and Technical Advisory Committee before proposed adoption by the Policy Committee, but may only present them to the Policy Committee due to time constraints. The may also be waived for such resolutions and amendments may receive a waiver from the 30-day written public comment period.

This section applies to the following resolutions and amendments:

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

### ***Administrative Approval Policy***

Certain resolutions and amendments shall only require administrative approval by the MPO Staff and the MPO Policy Committee Chairperson once a Final Notice Period of three business days has transpired without any objection from any Policy Committee member (see Other Approvals for Final Notice Period). Such resolutions and amendments shall have exemption from review by the Citizens Advisory Committee and Technical Advisory Committee prior to their administrative approval. Such resolutions and amendments may receive a waiver from the 30-day written public comment period. All MPO Committees shall receive a report of all such resolutions and amendments approved under these administrative procedures at their next regularly scheduled meetings.

This section applies to the following resolutions and amendments:

- Modifications to the text or graphics in an adopted TIP that do not affect project costs, scopes, or schedules;
- Amendments to an adopted TIP that change the proposed year for a phase of an existing capital improvement project;
- Amendments to an adopted TIP that change the total cost of an existing capital improvement project by 20% or less;
- Inclusion into an adopted TIP of new capital improvement projects that are labeled as “illustrative” because they have not received formal approval for their expected funding source and have time-sensitive or emergency-related circumstances associated with the amendment;
- Changing “illustrative” projects to funded projects with the receipt of additional funds and the Policy Committee has previously reviewed and acted on the project. Examples include projects funded through the Transportation Alternatives Program (TAP), the Highway Safety Improvement Program (HSIP), the Safe Routes to School (SRTS), and transit capital improvement projects into new capital improvement projects provided that the formal funding awards has subsequently been received. All new “illustrative” projects that seek formal funding must obtain a TIP amendment using the procedures provided under the Major Amendments Policy.

### ***Other Approvals***

Three other approval types provided for the MPO include:

- Change Orders: The MPO Staff may approve Change Orders to projects in an adopted TIP subject to the procedures of the BMCMPPO Change Order Policy;
- Special Votes: The Policy Committee may conduct special votes using mail, fax, e-mail or virtual public meetings in the event of a time-sensitive business item, subject to the procedures of the BMCMPPO Operational Bylaws; and
- Final Notice Period: Staff shall issue a “Final Notice Period” by email to all Policy Committee members for eligible administrative approval requests. The message shall contain “Final Notice Period” in the subject line, details on the nature of the request, the response requested (objection only), the deadline to respond, and detail the minor amendment process actions if any objection is received by BMCMPPO staff. The Policy Committee will have three business days for response from the time the Final Notice Period issuance. The MPO Staff and the MPO Policy Committee Chairperson may approve a request once the Final Notice Period is expired and there are no objections. If any member of the Policy Committee objects, then the amendment will receive consideration at the next Policy Committee meeting and follow the Minor Amendments Policy process.

Such approvals are not be subject to public comment period requirements, but the MPO Staff shall report the approvals to all MPO Committees at their next regularly scheduled meeting.

### ***General Provisions***

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

At minimum, the public shall always have the opportunity for comment on any MPO topic, agenda item, or other relevant transportation issue. This may occur during any MPO Committee meeting as governed by the Operational Bylaws of the BMCMPPO. The public, MPO staff, MPO Committees, and related BMCMPPO partner agencies shall mutually respect all comments conveyed and shall always conduct themselves in a professional manner. The MPO Staff will make all information related to any MPO activity accessible to anyone and available upon request.

### ***Environmental Justice Policy***

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

The fundamental principles of environmental justice are:

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

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

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

By applying the following guidelines, the BMCMPPO further complies with Title VI, EO 12898 and the Department of Transportation (DOT) Order to Address Environmental Justice in Minority and Low Income Populations. These criteria provide guidance for the BMCMPPO transportation planning activities and a common understanding of the concept of environmental justice.

### Six Environmental Justice Principles for Transportation Planning

1. *Making Environmental Justice a Priority* - The BMCMPPO is committed to following the spirit, as well as the letter of the Order (DOT Order to Address Environmental Justice in Minority Populations and Low Income Populations), throughout all of its projects and activities. The MPO will require that all BMCMPPO transportation planning partners (i.e. INDOT, Bloomington Transit, Indiana University Campus Bus, etc.) do so as well.
2. *Increasing Meaningful Public Participation* - The BMCMPPO will continuously work to develop public participation that will:
  - Be thorough and fully inclusive, involving all relevant stakeholders and communities. The MPO involves the broadest cross-section of the community in the transportation planning process, based on geographic distribution, sex, race, socioeconomic status, and interests (environmental, neighborhood, etc.);
  - Adapt and tailor programs to specific populations and situations, taking in to account a wide range of differences;
  - Reach out to communities that have not traditionally been involved in transportation planning, particularly low income and minority communities;
  - Provide opportunities to members of affected communities to influence project decisions by proactively soliciting their input;
  - Have opportunities for public input throughout the project development process (from project selection, design, and implementation); and
  - Develop and maintain a Public Involvement Process that is transparent and open in its methods.
3. *Maintaining Project Flexibility* - In implementing environmental justice practices, the BMCMPPO will tailor its methods to reflect the unique issues and populations affected by each policy, program, or project. The MPO will work with members of affected communities and all stakeholders to

encourage input and develop project options that meet transportation goals as well as community needs.

4. *Promoting Project Equity* - In developing programs and policies, the BMCMPPO will work continuously to balance the benefits and negative results of transportation projects in all communities. Programs will not result in disproportionate negative impacts solely on low-income or minority communities.
5. *Utilizing Rigorous Demographic Analysis* - In order to address potential environmental justice issues, low income and/or minority populations will receive identification through demographic (U.S. Bureau of the Census) data and then mapped. To identify and map potential low-income and/or minority populations, the BMCMPPO will:
  - Present quantitative data wherever possible;
  - Use community profile information (as defined in the National Environmental Policy Act of 1969-NEPA) whenever possible;
  - Provide thorough documentation of information sources; and
  - Use flexible methods of gathering information designed to address specific population(s).
6. *Developing Effective Conflict Resolution Methods* - If conflicting interests and issues arise during a project, an appropriate resolution process will follow a process respectful to the desires and wishes of stakeholders and communities, and a process that is flexible in nature designed to address the specific needs of affected communities.

# Public Participation Plan

## ***Public Education***

Successful and meaningful public participation must ensure a public education effort where the issues and complexities of transportation planning involve simple exploitations and open discussion. Public education will take place using the MPO website, public workshops, and various media outlets. By increasing publicity and awareness for the MPO and its activities, more citizens will become educated about transportation issues.

## ***Visualization***

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

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

## ***Website***

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

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

- The current Bloomington-Monroe County Metropolitan Transportation Plan (MTP);
- The current Bloomington-Monroe County Transportation Improvement Plan (TIP);
- The current Bloomington-Monroe County Unified Planning Work Program (UPWP);
- The Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) meeting schedules;
- The agendas for upcoming Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) meetings; and
- Archives of minutes from previous Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) meetings.

### **Committee Meetings**

The MPO committees (Policy Committee, Technical Advisory Committee, and Citizens Advisory Committee) have regularly scheduled meetings that are open to the public. The MPO Staff will annually develop a schedule of meeting dates for each committee, consisting of monthly meeting times, dates, and places. The meeting schedule and agendas are available from the MPO website (<https://bloomington.in.gov/mpo>) or by request. The public is actively encouraged to attend MPO committee meetings and to be involved in the transportation planning process. Please refer to the BMCMPPO website, the BMCMPPO Operational Bylaws, or contact the BMCMPPO at (812) 349-3423 for information on these committees.

### **Public Meetings and Workshops**

The MPO Staff will regularly conduct multiple workshops and/or public information meetings timed to coincide with important milestones in the development of the regular update of the Long Range Transportation Plan. The MPO Staff will try to hold these meetings at various locations throughout the urbanized area. The purpose of these workshops will support development and public review of the Long Range Transportation Plan. The MPO Staff will additionally conduct interagency coordination workshops timed to coincide with the preparation for annual development of the Transportation Improvement Program. This coordination will provide the technical support needed in the preparation of the TIP for public comment and review through the committee meeting process.

### **Media Participation and Public Notification**

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

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

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



Please note that press releases do not guarantee that any of the media agencies listed will actually publish or announce the press release unless the MPO pays for advertising. Typically, the MPO does not have funding available to pay for advertising and relies on these media outlets to make these announcements in a timely manner. Some instances may warrant the need to pay for advertising for public notification.

### ***Individuals with Disabilities***

All of the meeting rooms at Bloomington's City Hall are accessible by Americans with Disabilities Act (ADA) standards.

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

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

### ***Getting in Touch - Comments***

Public comment can be submitted in several ways:

- By attending meetings and workshops;
- By visiting the City of Bloomington Planning and Transportation Department located at 401 North Morton Street; Suite 130; Showers Center City Hall;
- By phone (812) 349-3423;
- By fax (812) 349-3535;
- By US Postal Service: Attention: MPO; Showers Center City Hall; 401 N Morton St.; Bloomington, IN 47402; and/or
- By email: [mpo@bloomington.in.gov](mailto:mpo@bloomington.in.gov)

## **Measuring Public Outreach**

In order to evaluate the quality of input and participation generated through the public participation technique(s) used, the BMCMPPO has developed a set of performance objectives: accessibility, diversity, outreach, and impact.

### ***Accessibility***

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

### **Diversity**

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

### **Outreach**

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

### **Impact**

- All written comments received as part of a written public comment period will undergo review and communicated by the MPO Staff to transportation decision makers.
- All written comments received as part of a formal written public comment period will receive acknowledgement by the MPO Staff so that citizens are confident that their comments received consideration in MPO decision making process.

## Appendix A

### ***Core Transportation Planning Documents***

The FAST Act continues the requirements of the development of a Long Range Transportation Plan (LRTP) and a Transportation Improvement Plan (TIP) by each MPO. The Act further requires the incorporation of these documents into a statewide plan and program of projects. The annual Unified Planning Work Program (UPWP) outlines and documents the MPO planning process.

#### Long Range Transportation Plan (LRTP)

The BMCMPPO Long Range Transportation Plan, also known as the Metropolitan Transportation Plan (MTP), is a comprehensive multimodal transportation plan for the Bloomington-Monroe County Metropolitan Planning Area. Transportation projects (including but not limited to major roadways, transit, and other multimodal facilities) proposed by the plan provide a guideline of future transportation investments over a long-term planning horizon. The plan undergoes reviews and updates every three to five years to confirm its consistency with current and forecasted transportation and land use trend, and to maintain a minimum 20 year forecast horizon stipulated under current federal-aid requirements. The transportation plan reflects environmental and intermodal considerations and provides a financially constrained vision of future transportation investments.

#### Transportation Improvement Plan (TIP)

The TIP is a short term document covering three to five fiscal years with annual updates or as needed. The TIP includes a list of priority projects for implementation in each of the identified program years. The TIP serves as a strategic management tool to accomplish the goals of the MTP. The TIP projects must therefore have consistency with the MTP. The TIP lists all roadway, transit, and intermodal projects planned to receive federal, state, and local funding. The TIP organizes projects by the local public agency implementing the project and the year the scheduled project action. The TIP must additionally achieve annual fiscal constraint and include only those projects with identified funding sources. The MPO develops the TIP financial plan in cooperation with local and state transportation agencies as well as transit operators. The TIP becomes part of the Statewide Transportation Improvement Program (STIP) after adoption by the Policy Committee. Adoption of the TIP by the Policy Committee is a reaffirmation of the MTP. If at the time of adoption the TIP does not agree with the MTP, amendment of the MTP will become necessary for the adoption of the proposed TIP to achieve concurrence.

#### Unified Planning Work Program (UPWP)

The UPWP guides the MPO and summarizes transportation planning activities for the various agencies and interests in the Bloomington urbanized area. It shows the agency responsible for specific planning studies, a work completion schedule, allocated resources, and what final end product. The UPWP also serves as a program budget and includes anticipated financial resources and

expenditure information for individual fiscal years. The UPWP receives annual updates, subject to review and approvals by state and federal funding agencies.

## Appendix B

### *BMCMPO Resolution 22-01 – Electronic Meetings Policy*

#### **ADOPTION RESOLUTION FY 2022-01**

**A RESOLUTION ESTABLISHING THE POLICY BY WHICH MEMBERS OF THE TECHNICAL ADVISORY COMMITTEE, CITIZENS ADVISORY COMMITTEE, AND POLICY COMMITTEE OF THE BMCMPO, ASSOCIATED STAFF, AND MEMBERS OF THE PUBLIC MAY PARTICIPATE IN MEETINGS BY ELECTRONIC MEANS OF COMMUNICATION** as presented to the Policy Committee of the Bloomington-Monroe County Metropolitan Planning Organization on April 9, 2021.

**WHEREAS**, the Indiana General Assembly adopted HEA 1437 in the 2021 Regular Session, which amended Indiana Code (IC) 5-14-1.5-1 et seq. (Act) by amending IC 5-14-1.5-3.5 to prescribe new requirements by which members of the governing body of a public agency of a political subdivision may participate in a meeting by an electronic means of communication; and

**WHEREAS**, a member of the governing body may participate by any means of communication that: allows all participating members of the governing body to simultaneously communicate with each other; and except for a meeting that is an executive session, allows the public to simultaneously attend and observe the meeting; and

**WHEREAS**, the Act requires the governing body to adopt a written policy establishing the procedures that apply to a member's participation in a meeting by an electronic means of communication and allows the governing body to adopt procedures that are more restrictive than the procedures established by IC 5-14-1.5-3.5; and

**WHEREAS**, the Committees of the Bloomington-Monroe County Metropolitan Planning Organization are governing bodies of the BMCMPO and wish to adopt such a policy;

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Section I.** The Bloomington-Monroe County Metropolitan Planning Organization's Rules and Procedures are modified in accordance with Indiana Code sections 5-14-1.5-1 and 5-14-1.5-3.5, et seq., BMCMPO Committee meetings may be conducted electronically.
2. **Section II.** The BMCMPO Policy Committee hereby adopt the following **Electronic Meeting Policy** on the participation of a member of the Committees, city staff, and members of the public in a meeting of the

Policy Committee, Technical Advisory Committee, and Citizens Advisory Committee by an electronic means of communication:

The provisions of the Act, including definitions, apply to this resolution. This resolution shall be known as the “Electronic Meetings Policy” and applies to the BMCMPPO and any of its committees, including the Policy Committee, the Technical Advisory Committee, and the Citizens Advisory Committee.

Subject to Sections III and V, any member may participate in a meeting by any electronic means of communication that simultaneously communicate with each other and other than a meeting that is an executive session, allows and the public to simultaneously attend and observe the meeting.

A member who participates by an electronic means of communication shall be considered present for purposes of establishing a quorum and may participate in final action only if the member can be seen and heard. All votes taken during a meeting at which at least one (1) member participates by an electronic means of communication must be taken by roll call vote.

3. **Section III.** At least fifty percent (50%) of the members must be physically present at a meeting at which a member will participate by means of electronic communication.

Not more than fifty percent (50%) of the members may participate by an electronic means of communication at that same meeting.

A member may not attend more than a fifty percent (50%) of the meetings in a calendar year by an electronic means of communication unless the member’s electronic participation is due to military service, illness or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.

A member may attend two (2) consecutive meetings (a set of meetings) by electronic communication. A member must attend in person at least one (1) meeting between sets of meetings that the member attends by electronic communication, unless the member’s absence is due to military service, illness or other medical condition, death of a relative; or an emergency involving actual or threatened injury to persons or property.

A member who plans to attend a meeting by any electronic means of communication shall notify the presiding officer and relevant staff within three (3) days before the meeting so that arrangements may be made for the member’s participation by electronic communication and so that notices may be prepared.

4. **Section IV.** The memoranda and any minutes prepared for a meeting at which any member participates by electronic means of communication must (1) identify each member who was physically present at the meeting, (2) participated in the meeting by electronic means of communication, (3) was absent; (4) identify the electronic means of communication by which members participated in the meeting; (5) members participated in the meeting; and (6) members of the public attended and observed the meeting, if the meeting was not an executive session.
  
5. **Section V.** In the event the governor declares a disaster emergency under IC 10-14-3-12 or the executive (as defined in IC 36-1-2-5) of a political subdivision declares a local disaster emergency under IC 10-14-3-29, the BMCMPPO Committees may meet by any means of electronic communication if the following requirements of IC 5-14-1.5-3.7 are satisfied:
  - At least a quorum of the members of the Committee participate in the meeting by means of electronic communication or in person.
  - The public is able to simultaneously attend and observe the meeting; however, this subdivision does not apply to a meeting held in executive session.
  - The memoranda and any minutes prepared for a meeting held under this section must state the name of each member of the Committee who participated in the meeting by using electronic means of communications, was absent, and identify the electronic means of communication by which members of the Committee participated in the meeting members of the public attended and observed the meeting if the meeting was not an executive session, and all votes taken during a meeting under this section must be taken by a roll call vote.
  
6. **Section VI.** At any meeting of the Committees where any member participates by an electronic means of communication, members of the public shall be able to attend and observe the meeting via electronic means. Subject to the Committees' rules for making public comment, members of the public may also participate in the meeting via electronic means.

7. **Section VII.** At any meeting of the Committees where any member participates by an electronic means of communication, staff members may also participate in the meeting via electronic means, provided there is no actual need for a staff member to be physically present at a particular meeting. Such need shall be determined in the sole discretion of the presiding officer.
  
8. **Section VIII.** If any section, sentence, or provision of this resolution, or the application thereof to any person or circumstances shall be declared invalid, such invalidity shall not affect any of the other sections, sentences, provisions, or applications of this resolution which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are declared to be severable.
  
9. **Section IX.** This resolution shall be in full force and effect from and after its passage by the BMCMPPO Policy Committee.

PASSED AND ADOPTED by the BMCMPPO Policy Committee upon this 9<sup>th</sup> day of July, 2021.



\_\_\_\_\_  
Lisa J. Ridge  
BMCMPPO Policy Committee Chair



\_\_\_\_\_  
Attest: Patrick Martin  
BMCMPPO Senior Transportation Planner



Bloomington-Monroe County Metropolitan Planning Organization

# Public Participation Plan



***Adopted***

December 13, 2002

***Amended***

June 8, 2007

March 11, 2011

(TBD), 2022



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## Introduction

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

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

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

The Policy Committee (PC) consists of municipally~~ly-and-county~~ elected officials, non-elected members, membership from the Bloomington Public Transportation Corporation, Indiana University (IU), the Indiana Department of Transportation (INDOT), and the Federal Highway Administration (FHWA), and non-elected members. The Technical Advisory Committee (~~TAC~~) includes state and local planners, engineers, transit operators, and other transportation-related professionals. The Citizens Advisory Committee (~~CAC~~) represents a broad cross-section of Bloomington/Monroe County community interests and of citizens who reside within the boundaries of the Metropolitan Planning Area (MPA) and community interests.

## Purpose

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

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

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

### **Public Participation Plan Goals**

The BMCMPPO Public Participation Plan ~~has been developed pursuant~~ was prepared in compliance with ~~to~~ the Federal Fixing America's Surface Transportation (FAST) Act-Safe Accountable, Flexible, Efficient Transportation Equity Act A legacy for Users (SAFETEA-LU); Title VI, 6001 (a).134 (i)(5),(A):

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

The Plan has been developed using the following SAFETEA-LUFAST Act and Bloomington/Monroe County BMCMPPO general goals:

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

- Coordinate to the maximum extent practical with statewide public involvement processes;
- Educate and raise awareness within the Metropolitan Planning Area (MPA)MPO's boundaries about current and future transportation needs;
- Encourage broad public participation from all sectors of the community, and provide the community with adequate opportunities to participate in the decision making process; and
- Foster a sense of ownership toward the transportation planning process and the resulting projects within the community.

### **Public Participation Mission Statement**

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

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

## Public Participation Plan Policy

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

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

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

### **Adoption Resolutions and Major Amendments Policy**

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

This section applies to the following resolutions and amendments:

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

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

### **Related MPO Programs and Minor Amendments Policy**

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

This section applies to the following resolutions and amendments:

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

### **Administrative Approval Policy**

Certain resolutions and amendments shall only require administrative approval by the MPO Director and the MPO Policy Committee Chairperson once a Final Notice Period of three business days has transpired without any objection from any Policy Committee member (see Other Approvals for Final Notice Period). Such resolutions and amendments shall be exempt from review by the Citizen's



Advisory Committee and Technical Advisory Committee prior to their administrative approval. Additionally, such resolutions and amendments may receive a waiver from the ~~The minimum 30-day~~ written public comment period ~~shall also be waived for such resolutions and amendments~~. All MPO Committees shall receive a report of all such resolutions and amendments approved under these administrative procedures ~~shall be reported to all MPO Committees~~ at their next regularly scheduled meetings.

This section applies to the following resolutions and amendments:

- Modifications to the text or graphics in an adopted TIP that do not affect project costs, scopes, or schedules;
- Amendments to an adopted TIP that change the proposed year for a phase of an existing capital improvement project;
- Amendments to an adopted TIP that change the total cost of an existing capital improvement project by 20% or less;
- Inclusion into an adopted TIP of new capital improvement projects that are labeled as “illustrative” because they have not received formal approval for their expected funding source and have time-sensitive or emergency-related circumstances associated with the amendment; and
- Changing “illustrative” projects to funded projects if funds have been received and the Policy Committee has previously reviewed and acted on the project. Examples include projects funded through Transportation Alternatives Program Enhancement (TAPE), Highway Safety Improvement Program (HSIP), Safe Routes to School (SRTS) Program, and ~~T~~ransit capital improvement projects into new capital improvement projects provided that the formal funding awards have subsequently been received. All new “illustrative” projects that seek formal funding must be amended into the TIP using the procedures provided under the Major Amendments Policy.

### **Other Approvals**

Three other approval types are provided for the MPO:

- Change Orders: ~~The MPO staff~~ Director may approve Change Orders to projects in an adopted TIP subject to the procedures of the BMCMPPO Change Order Policy;
- Special Votes: ~~The Policy Committee~~ may conduct special votes using mail, fax, or e-mail in the event of a time-sensitive business item, subject to the procedures of the BMCMPPO Operational Bylaws; and
- Final Notice Period: ~~MPO s~~ Staff shall issue a “Final Notice Period” by email to all Policy Committee members for eligible administrative approval requests. The message shall contain “Final Notice Period” in the subject line, details on the nature of the request, the response requested (objection only), the deadline to respond, and detail the minor amendment process to be taken if any objection is received by BMCMPPO staff. ~~The Policy Committees~~ will have three business days ~~to respond for response~~ from the time the Final Notice Period ~~is~~ issued. The MPO staff and the MPO Chairperson may approve a request ~~Once~~ the Final Notice

Period has ~~transe~~expired and no objections have been received, ~~the request may be approved by the MPO Director and MPO Policy Committee Chairperson.~~ If ~~an objection is received by~~ any member ~~from~~of the Policy Committee ~~objects~~, then the amendment will be put forth for consideration at the next Policy Committee meeting and ~~follow~~ the Minor Amendments Policy process will be followed.

Such approvals shall not be subject to public comment period requirements, but the MPO staff shall ~~be reported~~ the approvals to all MPO Committees at their next regularly scheduled meeting.

### **General Provisions**

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

At minimum, the public shall always have the opportunity for comment on any MPO topic, agenda item, or other relevant transportation issue. This may occur during any MPO Committee meeting as governed by the Operational Bylaws of the BMCMPPO. The public, MPO staff, MPO Committees, and related BMCMPPO partner agencies shall mutually respect all comments conveyed and shall always conduct themselves in a professional manner. The MPO staff will make Aall information related to any MPO activity ~~will be~~ accessible to anyone and available upon request.

### **Environmental Justice Policy ~~(EJ)~~**

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

The fundamental principles of environmental justice are:

- To avoid, minimize, or remedy disproportionately high and adverse human health and environmental (including social and economic) effects of

- policies, programs, and projects on all living and non-living things, regardless of perceived or real economic, social, or ecological status;
- To ensure the full and fair participation of all affected communities in the transportation decision making process; ~~and~~
- To prevent the denial of, reduction in, or significant delays in, the receipt of project benefits by all populations regardless of perceived or real economic, social, or ecological status.

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

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

By applying the following guidelines, the ~~Bloomington/Monroe County BMC~~MPO further complies with Title VI, EO 12898 and the DOT Order to Address Environmental Justice in Minority and Low Income Populations. These criteria are intended to provide guidance for the ~~Bloomington/Monroe County BMC~~MPO transportation planning activities, and to promote a common understanding of the concept of environmental justice.

#### Six Environmental Justice Principles for Transportation Planning

1. Making Environmental Justice a Priority - The ~~Bloomington/Monroe County BMC~~MPO is committed to following the spirit, as well as the letter of the Order (DOT Order to Address Environmental Justice in Minority Populations and Low Income Populations), throughout all of its projects and activities. The MPO will require that all ~~Bloomington/Monroe County BMC~~MPO transportation planning partners (i.e. INDOT, Bloomington Transit, Indiana University Campus Bus) do so as well.
2. Increasing Meaningful Public Participation - The ~~Bloomington/Monroe County BMC~~MPO will continuously work to develop public participation that will:
  - Be thorough and fully inclusive, involving all relevant stakeholders and communities. The MPO ~~seeks to~~ involves the broadest cross-section of the community in the transportation planning process, based on geographic distribution, sex, race, socioeconomic status, and interests (environmental, neighborhood, etc.);
  - Adapt and tailor programs to specific populations and situations, taking in to account a wide range of differences;
  - Reach out to communities that have not traditionally been involved in transportation planning, particularly low income and minority communities;

- Provide opportunities to members of affected communities to influence project decisions by proactively soliciting their input;
- Have opportunities for public input throughout the project development process (from project selection, design and implementation); and
- Develop and maintain a Public Involvement Process that is transparent and open in its methods.

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

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

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

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

6. Developing Effective Conflict Resolution Methods - If conflicting interests and issues arise during a project, an appropriate resolution process will follow a process respectful to the desires and wishes of stakeholders and communities, and a process that is flexible in nature designed to address the specific needs of affected communities. ~~be developed. This process will be:~~

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

# Public Participation Plan

## Public Education

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

## Visualization

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

- 3D Renderings;
- 2D Overlays;
- Maps;
- GIS; ~~and~~
- Engineering Designs.

## Website

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

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

- The ~~BMCMP~~Bloomington/Monroe County Year 2030 Metropolitan Transportation Plan;
- The most recent BMCMP Transportation Improvement Program Plan;
- The most recent BMCMP Unified Planning Work Program (UPWP);
- The Policy Committee (PC); Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) Meeting Schedules;
- The Agendas for upcoming Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) meetings; and;
- Archives of minutes from previous Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC) meetings.

### **Committee Meetings**

The MPO committees (Policy Committee (PC), Technical Advisory Committee (TAC), and Citizens Advisory Committee (CAC)) have regularly scheduled meetings that are open to the public. MPO staff will annually develop a schedule of meeting dates for each committee, consisting of monthly meeting times, dates and places. The meeting schedule is available from the website or by request. The meeting schedules and agendas are available on the MPO website (<http://bloomington.in.gov/mpo>) or by request.

The public is actively encouraged to attend MPO committee meetings and to be involved in the transportation planning process. Please refer to the BMCMPPO website, the BMCMPPO Operational Bylaws, or contact the BMCMPPO at (812) 349-3423 for information about these committees. Meeting agendas for each of the three MPO committees are published online at <http://bloomington.in.gov/mpo>

### **Public Meetings and Workshops**

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

### **Media Participation/Public Notification**

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

The Bloomington-MPO staff may announce<sup>‡</sup> committee and public meeting/workshop information in the following media outlets:

- The Bloomington Herald ~~-~~ Times (in the On the Agenda section);
- The Indiana Daily Student;
- Radio Public Service Announcements (as needed)- on B97, WHFB, WFIU, or other similar outlets;
- Television Public Service Announcement (as needed)- on B-CATS;

- On the MPO website - <http://bloomington.in.gov/mpo>;
- At the Monroe County Library (Bloomington and Ellettsville); and
- At the Showers Center City Hall

†Please note that press releases do not guarantee that any of the media agencies listed will actually publish or announce the press release unless the MPO pays for advertising. Typically, the MPO does not have funding available to pay for advertising and relies on these media outlets to make these announcements in a timely manner. Some instances may warrant the need to pay for advertising for public notification.

### **Individuals with Disabilities**

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

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

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

### **Getting in Touch - Comments**

Public comment can be submitted in several ways:

- By attending meetings and workshops;
- By visiting the City of Bloomington Planning and Transportation Department located at office: 401 North Morton Street; Suite 1360; Showers Center City Hall;
- By phone at (812) 349-3423;
- By Fax at (812) 349-3535
- By US Postal Service: Attention: MPO Director; Showers Center City Hall; 401 N. Morton St.; Bloomington, IN 47402; and;
- By Email: at mpo@bloomington.in.gov.

## Measuring Public Outreach

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

### **Accessibility**

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

### **Diversity**

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

### **Outreach**

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

### **Impact**

- ~~One hundred percent of All~~ written comments received as part of a written public comment period will be reviewed and communicated to transportation decision makers.
- One hundred percent of written comments received as part of a written public comment period will be acknowledged so that citizens are confident that their comments were taken into consideration in the MPO decision making.



## Appendix A

### **Bloomington/Monroe County MPO Committees**

Please refer to the BMCMPPO website, the BMCMPPO Operational Bylaws, or contact the BMCMPPO for information on these committees.

### **Core Transportation Planning Documents**

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

#### Long Range Transportation Plan (LRTP)

The ~~BMCMPPO~~Bloomington/Monroe County Year 2030 Long Range Transportation Plan, also known as the Metropolitan Transportation Plan, is a comprehensive multimodal transportation plan for the Metropolitan Planning Area (MPA) of Monroe County. Transportation projects (including but not limited to major roadways, transit, and other multimodal facilities) proposed by the plan provide a guideline of future transportation investments over a long-term planning horizon. The plan undergoes reviews and updates~~will be reviewed and updated~~ every three to five years to confirm its consistency with current and forecasted transportation and land use trends. The transportation plan reflects environmental and intermodal considerations and provides a financially constrained vision of future transportation investments.

#### Transportation Improvement Program Plan (TIP)

The TIP is a short-term document covering ~~four (4)~~three to five fiscal years with annual updates or as needed, ~~and is updated annually~~. The TIP includes a list of priority projects to be carried out in each of the ~~4 years~~identified program years. The TIP serves as a strategic management tool to accomplish the goals of the Metropolitan Transportation Plan (MTP). ~~therefore~~ ~~the~~ TIP projects must ~~therefore have~~ ~~be~~ consistency with the ~~MTP Plan~~. The TIP lists all roadway, transit and intermodal projects planned to receive federal, state and local funding. The TIP organizes projects ~~are organized~~ by the local public agency implementing the project and by the year the project is proposed to take place. The TIP must additionally achieve annual fiscal constraint~~also be financially constrained by year~~ and include only those projects ~~for which funding has been~~with identified funding sources. The MPO develops the TIP financial plan ~~for the TIP is developed by the MPO~~ in cooperation with local and state transportation agencies as well as transit operators. ~~After adoption of~~ ~~the~~ TIP ~~by the Policy Committee, the Bloomington/Monroe County MPO TIP~~ becomes part of the Statewide Transportation Improvement Program (STIP) after adoption by the Policy Committee. ~~The a~~ Adoption of the TIP by the Policy Committee is a reaffirmation of the MTP Transportation Plan. If at the time of adoption the TIP

does not agree with the ~~MTP Transportation Plan~~, amendment of the ~~MTP Transportation Plan~~ will become necessary for the adoption of the proposed TIP to achieve concurrence.

#### Unified Planning Work Program (UPWP)

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

## BMCMPPO Complete Streets Policy Update (2022)

### 10 Elements of a "Complete" Complete Streets Policy: Smart Growth America Recommendations vs BMCMPPO Policy

### Updates and best practices needed from BMCMPPO Plans to improve current CSP

Smart Growth America (SGA) Recommendations for Complete Streets Policy Organization	Current Version of BMCMPPO Complete Streets Policy (2018) incorporates model SGA Methodology and Model Policy Language	CSP - Complete Streets Policy (2018) - Aspects to carry over from current plan and/or expand upon	MTP - 2045 Metropolitan Transportation Plan (2020)	TIP - Transportation Improvement Program (FY 2022-2026) including TIP Project Application Form	UPWP - Unified Planning Work Program - Planning Emphasis Areas (FY 2023-2024)	CHSTP - Coordinated Human Services Transportation Plan (2022)	CR - 2015-2019 Crash Report (2021)
<b>1. Vision and Intent:</b> Acknowledges importance of how Complete Streets contribute to building a comprehensive transportation network, and states a commitment to integrate Complete Streets approach into transportation practices, policies, and decision-making processes	Yes	Needs updating	Yes	Yes	Yes		
<b>2. Diverse Users:</b> Ensures that Complete Streets are intended to benefit all users equally, particularly vulnerable users and the most underinvested in and underserved communities, and that all transportation choices should be safe, convenient, reliable, affordable, accessible, and timely regardless of race, age, income, access to a personal vehicle and other socioeconomic statuses	Somewhat	Needs major updating	Yes	Yes	Yes	Yes	
<b>3. Commitment in All Projects and Phases:</b> Includes that the ideal Complete Streets Policy has a strong commitment that all transportation projects and maintenance operations account for the needs of all modes of transportation and all users of the roadway network	No	Needs inclusion	Yes	Yes	Yes	Yes	
<b>4. Clear, Accountable Exceptions:</b> Includes that an effective implementation of the Complete Streets Policy requires a process for exceptions to providing for all modes in each project, as well as that the exception process must also be transparent by providing public notice with opportunity for comment by providing clear, supportive documentation justifying the exception	Yes	Meets SGA recommendations					
<b>5. Jurisdiction:</b> Aims to influence the actions of Local Public Agencies (LPAs), as well as actions through interagency collaboration, through policy that clearly notes that projects address how they will account for the needs of all modes and users, and aims to influence project coordination and connectivity	No	Needs inclusion	Yes	Yes	Yes	Yes	Yes
<b>6. Design:</b> Strives to create meaningful change on the ground at both the project level and in the creation of a complete, multimodal transportation network, and requires that jurisdictions create or update existing design guidance and standards to advance funded projects to full compliance per the Complete Streets Policy	Somewhat	Partially meets SGA recommendations, but needs updating	Yes	Yes	Yes	Yes	
<b>7. Land Use and Context Sensitivity:</b> Aims to prioritize and select transportation projects that will serve current and future land use, including the recommendation of using place-based street typologies, requiring the consideration of community context as a factor in decision-making, and specifies the need to mitigate unintended consequences such as involuntary displacement and negative environmental impacts	Somewhat	Needs updating	Yes	Yes		Yes	
<b>8. Performance Measures:</b> Strives to measure long range Complete Streets Policy performance through specific performance measurements including but not limited to safety, equity, environmental impacts, and public engagement, and requires that performance measures be released publicly and assigns responsibility for the collection and publication of performance measures to specific individuals, agencies, or committees	Yes	Partially meets SGA recommendations, but needs updating	Yes	Yes	Yes	Yes	Yes
<b>9. Project Selection Criteria:</b> Establishes specific project selection criteria and weighting to encourage funding prioritization for Complete Streets implementation, and specifically addresses how equity will be embedded in project selection criteria, as well as addresses how impacts on health, safety, climate change, and multimodal networks will be emphasized	Yes	Partially meets SGA recommendations, but needs major updating	Yes	Yes	Yes	Yes	Yes
<b>10. Implementation Steps:</b> Requires that related procedures, plans, regulations, and other processes be revised within specified timeframes, and creates a public participation plan with specific strategies for who, when, and how they will approach public engagement in the project selection, design, and implementation process, as well as addresses how the jurisdiction will overcome barriers to engagement for underrepresented communities	Somewhat	Partially Meets SGA recommendations, but needs major updating	Yes	Yes	Yes	Yes	