



**CITIZENS ADVISORY COMMITTEE**

May 24, 2017

6:30 – 8:00 pm

McCloskey Room (#135)

*Suggested  
Time:*

*~6:30pm*

I. Call to Order and Introductions

II. Approval of Minutes\*

a. April 26, 2017

III. Communications from the Chair and Vice-Chair

IV. Reports from Officers and/or Committees

V. Reports from Staff

a. I-69 Update

VI. Old Business

a. Complete Streets Policy

*~6:45pm*

VII. New Business

a. FY 2016-2019/FY 2018-2021 TIP Amendment\*

(1) Illinois Central Trail (Monroe County)

b. FY 2017-2018 UPWP Amendment\*

c. BBC Pedestrian/Bike Bridge over SR37/I69 Presentation\*

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

a. Topic suggestions for future agendas

IX. Upcoming Meetings

a. Policy Committee – June 9, 2017 at 1:30 p.m. (Council Chambers)

b. Technical Advisory Committee – June 28, 2017 at 10:00 a.m. (McCloskey Room)

c. Citizens Advisory Committee – June 28, 2017 at 6:30 p.m. (McCloskey Room)

*~8:00pm*

Adjournment

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

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## CITIZENS ADVISORY COMMITTEE MEETING MINUTES

April 26, 2017 6:30 – 8:00 pm  
McCloskey Room (#135)

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

**Citizens Advisory Committee:** Joan Keeler, David Walter, Sarah Ryterband, Nick Carder, Paul Ash, Laurel Cornell, Richard Martin, Mary Jane Hall

**MPO Staff:** Josh Desmond, Pat Martin

- I. Call to Order and Introductions
- II. Approval of Minutes: **\*\*David Walter moved for approval of the February 22, 2017 minutes as distributed. Paul Ash seconded. Motion passed.**
- III. Communications from the Chair and Vice-Chair
  - a. Sarah Ryterband reported on the April 7<sup>th</sup> Policy Committee meeting.
- IV. Reports from Officers and/or Committees – None.
- V. Reports from Staff
  - a. I-69 Update – Mainline corridor paving will begin with the seasonal opening of asphalt batch plants. The 2<sup>nd</sup> Street/SR45 bridge reconstruction element is progressing on schedule for a late July 2017 completion. The staff requested interim I-69 Section 5 construction phase dates but received only starting dates with missing ending dates. The staff will re-request the start/completion dates for the Policy committee. The staff will share these dates with the TAC and CAC. Questions regarding the project developer remain unresolved. Richard Martin requested that the staff ask INDOT what measures they were taking to address added travel zone risks/exposure factors given the extended construction timeline. The staff agreed to make this request. Monroe County expects a partial/restricted closure for the Fullerton Pike on June 1<sup>st</sup> between Walnut and Walnut Pike to accommodate utility relocations.
- VI. Old Business – None.
- VII. New Business
  - a. FY 2016-2019 TIP Amendment – The staff presented an INDOT requested amendment for a SR 46 HMA overlay resurfacing project from 0.55 miles east of College Mall Road to SR 446 with PE in 2018 and CN in the outlying year of 2020. The staff confirmed that the project is programmed for the FY 2018-2021 TIP. **\*\*Laurel Cornell moved for approval of the FY 2016-2019 TIP Amendment as presented. David Walter seconded. Motion passed.**
  - b. FY2018-2021 TIP Proposal – Josh Desmond presented the fiscally constrained FY 2018-2021 TIP highlighting the tradeoffs required for balancing project requests against limited funding availability during the specified program period. Ongoing projects received the highest funding priority. Feedback from the Policy Committee affirmed this priority. A second question concerned unspent funds reserved for change orders. The Policy Committee directed the BMCMPPO to

eliminate these 5% reserved funds under INDOT's current policy of "use it or lose it" if unspent by the end of the fiscal year. Public comments received included support from a B-Line Trail extension from the BBC and neighborhood support for a multi-use path along Sare Road. Public Information Meeting comments strongly supported a preference for transit, bicycle/pedestrian, safety, and maintenance projects. Richard Martin asked if the MPO had a list of illustrative projects. Josh said the only illustrative projects in the FY 2018-2021 TIP were bus replacement requests using discretionary FTA funding. **\*\*Paul Ash moved for recommended approval of the FY 2018-2021 TIP. Mary Jane Hall seconded. Motion passed.**

- c. Project Change Order Policy – Under the direction of the BMCMPPO Policy Committee, the staff removed a 5% STP change order reserve from the draft Change Order Policy. These funds were subsequently reallocated in an equally proportional manner to program projects. Josh Desmond highlighted a red-line strikeout version of the proposed policy. Change order funds will be "first come, first served". Sarah advised the committee of Technical Advisory Committee action earlier in the day giving public transportation the first right of refusal if excess funds are available mid-fiscal year (December 31<sup>st</sup>). Josh noted that the amount of excess funds available by mid-fiscal year may be quite small. **\*\* Laurel Cornell moved for approval of the Change Order Policy as written. The motion was seconded by David Walter. Motion passed. \*\*Laurel Cornell moved that any excess unallocated funds by December 31<sup>st</sup> of a given year go preferentially to transit projects. Motion passed.**
- d. MPO Committee Membership – Josh Desmond presented a table illustrating technical committee membership representations for all Indiana Group II MPOs. The BMCMPPO has the largest representation with twenty-six members. Lafayette-West Lafayette has the smallest with ten (10) members. There is no standard membership and representative organizations vary widely. The goal is achieving balanced representation and participatory attendance. Sarah recounted a TAC discussion recommending a "first step" examination of prior attendance. Richard Martin recommended a Technical Advisory Committee examination of (1) attendance, (2) line of authority and (3) special expertise.

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

- a. Topic suggestions for future agendas – None.

#### IX. Upcoming Meetings

- a. Policy Committee – May 12, 2017 at 1:30 p.m. (Council Chambers)
- b. Technical Advisory Committee – May 24, 2017 at 10:00 a.m. (McCloskey Room)
- c. Citizens Advisory Committee – May 24, 2017 at 6:30 p.m. (McCloskey Room)

Adjournment



Regarding the status of I-69 Section 5 construction progress; the IFA, INDOT and I-69 Development Partners would like to provide the following information for the benefit of the Bloomington/Monroe County MPO.

Construction continues on SR 37 through much of Bloomington and Monroe County. Work is primarily scheduled to occur on outside shoulders with the exception of areas near Vernal Pike and Tapp Road. Paving on mainline SR 37 lanes through intermediate layers is expected to occur in late spring through summer of 2017. Work on bridges carrying mainline SR 37 is also expected to continue through the summer. Inside widening has been completed on all mainline Bridges in Monroe County except for Beanblossom Creek Bridge, which is expected to be complete in April. Once the inside widening is completed a traffic shift is expected to allow work to start on the Beanblossom Creek Bridge outside widening.

Construction work at the SR 45 Bridge is progressing on schedule. Despite deleterious weather, which construction crews have been working through, the bridge demolition for the current phase is nearly complete. The original 20 week schedule is expected to be met and traffic is expected to be restored to a four lane configuration in middle to late July.

During the 20 week construction schedule on SR 45 Bridge, some minor construction is expected to take place on the SR 48 Bridge and interchange. The SR 48 work, during SR 45 closures, is expected to be minor and all traffic impact will be restricted to non-peak use hours. Full schedule construction, with semi-permanent traffic impact is expected to occur on SR 48 and Tapp Road immediately following completion of SR 45 Bridge work, with some consideration being given to the Monroe County State Fair.

Below is a list of schedule critical dates which may be useful to the Bloomington/Monroe County MPO. Although the dates are subject to change, at this time the Section 5 Project Team is unaware of any issues that may cause significant deviation.

- |   |         |
|---|---------|
| • Fullerton Pike East of SR 37, Open to Traffic | 6/13/17 |
| • Fullerton Pike West of SR 37, Open to Traffic | 6/20/17 |
| • Tapp Road Closed to Traffic                   | 8/5/17  |
| • SR 45 End of Lane Closures                    | 7/27/17 |
| • SR 48 Start of Lane Closures                  | 8/5/17  |
| • Acuff Road Access Closure                     | 9/1/17  |
| • Bottom Road Access Closure                    | 9/1/17  |



Despite reports of financial maneuvering by Isolux Corsan, there has been no change in day-to-day activities on the Section 5 Project. I-69 Development Partners, with the remainder of the Project Team, remain committed to completion of the Section 5 construction works.

## MEMORANDUM

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To: MPO Technical and Citizens Advisory Committees  
From: Joshua Desmond, AICP  
BMCMPPO Director  
Date: May 18, 2017  
Re: BMCMPPO Complete Streets Policy

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### **Overview**

Staff continues to work on an update to the 2009 BMCMPPO Complete Streets Policy. It's been a few months since the Committees have reviewed a draft of the new Policy. Attached is the latest version of the proposed update for your consideration.

### **Requested Action**

The TAC and CAC should read the proposed Complete Streets Policy update and provide feedback to staff. Approval of the new Policy is not being sought at this time.

Complete Streets Policy  
Adopted: MM, DD, 2017

**I. Background**

The Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) has long been a proponent of creating a multimodal, safe, accessible, and equitable transportation system. In order to increase the number of projects with multimodal facilities, the BMCMPPO passed its first Complete Streets Policy in 2009.

This Complete Streets policy builds upon earlier efforts and promotes a multimodal transportation system that is integrated with sustainable land use developments. Its main objective is to design and build facilities that safely and comfortably accommodate all users including people walking, people bicycling, people using transit, people driving, freight providers, emergency responders, delivery and service personnel, and adjacent land users. It includes people of all ages and abilities.

The BMCMPPO recognizes that within the MPO, the built environment and design context covers the spectrum from natural spaces, rural farms, and suburban development, to village centers and the urban core. Therefore, this policy is *process* focused. The BMCMPPO does not currently use design criteria, but rather this policy focuses on public participation, adopted plans, land use, and context-sensitive design.

This Complete Streets Policy can be adapted in the future to meet the changing needs of our community. It can continue to help promote all modes of travel in the design of projects, provide long-term cost savings for the MPO and collaborative entities, increase efficiency of the transportation network, and improve accessibility and mobility throughout the MPO's jurisdiction.

**II. Purpose and Vision**

The purpose of this policy is to engage and consider the many users of our transportation system in order to design and construct a sustainable transportation system that serves our community. By adhering to this Complete Streets Policy, we envision creating an equitable, multimodal, accessible, and effective transportation system that contributes to community livability and provides sustainable transportation options.

Complete Streets project designs should incorporate community values and qualities including the natural environment, aesthetics, historic resources, natural resources, safety, and accessibility. Projects should be designed in a context-sensitive manner with input from the community. This requires a multi-modal approach, integrated with best practices for land use and transportation.

The Complete Streets approach views all transportation improvements as opportunities to construct safer, more accessible streets for all types of users. With this approach, even minor or maintenance projects can create opportunities for improvement toward an integrated and balanced transportation network. For example, repaving projects can be an opportunity to add a bicycle lane or needed crosswalk. Routine maintenance on traffic

lights can create an opportunity for better timing for pedestrians. A strong Complete Streets Policy works to integrate these goals into all projects.

### **III. Goals**

1. To ensure the safety of all users of our transportation system, including pedestrians, bicyclists, users of mass transit, motorists, freight providers, emergency responders, adjacent land users; and
2. To balance the multimodal needs of diverse users of our transportation systems; and
3. To incorporate the principles of this policy into all aspects of the transportation project identification, scoping procedures, design approvals, as well as design manuals and performance measures; and
4. To create a comprehensive, integrated, and connected transportation network that supports compact sustainable development; and
5. To ensure the use of the best design standards, policies, and guidelines; and
6. To recognize the need for flexibility to accommodate different types of streets and users; and
7. To ensure the Complete Streets design solutions fit within the context(s) of each community; and
8. To ensure project applications reflect the purpose of this policy and the transportation vision of the MPO.

### **IV. Applicability**

This policy applies to all projects, including the new construction, reconstruction, rehabilitation, repair, maintenance, or planning of roadways, trails, and other transportation facilities that will use federal funds allocated through BMCMPPO.

### **V. Exemptions**

All requests for exemption from this policy must be submitted at the earliest design phase possible (e.g. initial project planning and design) and include any supporting data available. All proposed exemptions shall be submitted to stakeholders and posted through the MPO website for public and staff comment for **30 days**. After the public comment period has ended, any received comments shall be included in the final documentation for exemption submitted to the BMCMPPO Policy Committee.

The BMCMPPO Policy Committee may certify by resolution that justification exists for a project to be exempted from the requirements of this Complete Streets Policy. In order to grant an exemption the Policy Committee must find that at least one of the following criteria is met:

1. The project involves a roadway that bicyclists and pedestrians are prohibited by law from using. In such case, efforts should be made to accommodate bicyclists and pedestrians elsewhere; these efforts will be documented and made available to the public;
2. There are extreme topographic or natural resource constraints; however, special attention will be given to bridges, underpasses, and other facilities that are

extremely difficult to adjust over time and therefore the upfront additional cost might be justified;

3. A reasonable and equivalent alternative already exists for certain users or is programmed in the TIP as a separate project;

Instead of an exemption, the Policy Committee may suggest a lesser level of accommodation i.e. an exemption from some requirements. All exemptions and partial exemptions will be kept on record and made publicly available.

## **VI. Policy**

### **Policy Statement**

This policy directs local public agencies to incorporate the needs of all users of public rights-of-way into the design and construction of projects funded through the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO). Even in instances where the BMCMPPO only funds the construction phase, the project must still comply with this Policy.

BMCMPPO funded projects should accommodate all potential users including people walking, people bicycling, people using mass transit, people driving, freight providers, emergency responders, and adjacent land users. Projects should prioritize safety and accommodate all ages and abilities--with special attention given to the most vulnerable users.

BMCMPPO requires that all projects receiving BMCMPPO-attributable federal funding adhere to this policy. BMCMPPO members shall fill out the checklist accompanying this policy and submit it with TIP applications. Projects must be Complete Streets compliant (or have received an exemption) in order to be programmed into the TIP and must continue to be compliant throughout construction in order to continue to receive funding.

### **A. Public Participation Process**

1. A public participation plan shall be developed with benchmark goals to be achieved prior to submitting Stage 1 designs to the Indiana Department of Transportation (INDOT). This plan will be provided to MPO staff for review. The level of public participation needed (public meetings, surveys, etc.) will be dependent on the size and scope of the project.
2. The project information and/or proposal shall be made available to the public via a project website. It shall remain open for public comment for 30 days. After the public comment period has ended, any comments received shall be submitted with project updates and documentation provided to the BMCMPPO committees.
3. The LPA shall maintain consistent and open lines of communication with key parties, agencies, and interest groups and shall identify and maintain a key stakeholder contact list.

### **B. Context and Planning**



1. Projects shall be designed to accommodate all users of the transportation system, including pedestrians, bicyclists, users of mass transit, people with disabilities, the elderly, motorists, freight providers, emergency responders, and adjacent land users; with the exception of project that is only a sidewalk or a multiuse path designed only for people walking and/or people bicycling, in which case design does not need to accommodate motorized vehicles.
2. Project designs shall complement the expected and/or planned context(s) of the surrounding community, streets, and potential users of the corridor.
3. Projects shall make use of the latest and best design standards, policies, and guidelines.
4. If the project serves a destination point such as a school, shopping facility, recreational facility, or other similar destination, the project shall provide the opportunity for the destination to have convenient access to the project's pedestrian and bicycle facilities. Logical termini should not be chosen so that the project ends before such a point unless there is a compelling reason to do so. Instead, termini should be chosen to include connections through "pinch points," such as overpasses, railroad crossings, bridges, and major intersections.
5. Adjacent projects, planned or under development, shall be coordinated to ensure consistency in the facilities serving the corridor. Projects shall be developed in coordination with the area jurisdictions, projects, and plans irrespective of the project sponsor.
6. Projects should be designed to reflect the proposed speed limit for the corridor and not a higher design speed.

### **C. Coordination**

Every project shall involve the local transit agencies throughout the project development process to ensure sufficient accommodation of transit vehicles and access to transit facilities is provided both for existing and future services.

## **VII. Procedures**

### **Before the TIP application is submitted:**

1. The project managers will first develop a public participation plan. Project managers will provide opportunities for the public to comment on projects. The project design shall not be finalized before seeking public input, and therefore public input may be incorporated into the project design.
2. The project managers will design their projects based on public input received, adopted plans, context, and the guidelines outlined in "Context and Planning."
3. The LPA or project manager can check in with MPO staff at any time to discuss the public participation plan, design, and adherence to the Complete Streets Policy.

### **After the TIP application is submitted:**

1. Following project application submittal, BMCMP staff shall perform an initial screening of all applications. Staff will subsequently meet with project managers to discuss strategies for adhering to this policy.
2. Project application(s) will then be reviewed by the Citizens Advisory Committee (CAC) and the Technical Advisory Committee (TAC). At this time, the CAC and TAC shall

suggest changes, if any, to the project manager. These revisions will be submitted to the CAC and TAC before being submitted to the Policy Committee where they will be evaluated. It is up to the Policy Committee, with recommendations from MPO staff, to decide on incorporation of these revisions from the CAC and TAC into the final project before adoption into the TIP.

**Projects programmed into the TIP:**

1. If the revisions requested are not made, the Policy Committee, with recommendations from CAC, TAC, and staff, must decide if continued funding of the project is appropriate.
2. Projects must continue to adhere to this policy, otherwise the Policy Committee may decide if continued funding of the project is appropriate.

**VIII. Ongoing Reporting and Continued Compliance**

- A. Once a project is programmed into the adopted TIP, the Local Public Agency shall fulfill the scope of work as detailed in the approved project application.
- B. The LPA shall submit status reports to the MPO as part of the Quarterly Project Tracking process. The reports shall include a summary of issues identified, significant accomplishments since the initial form submittal or last status report, new details on project implementation, and the preferred design solutions as they pertain to fulfilling the project parameters detailed by the form.
- C. Because of the variety of approaches that a sponsor may take to comply with this complete streets policy, the BMCMPPO, as stewards of this policy, shall work with project managers throughout the project development to find preferred alternatives. Staff will include a Complete Streets Policy Compliance recommendation with its reports to the MPO committees. Additionally, the project sponsor shall carry out the details of the project application and report to MPO staff and the BMCMPPO committees on the results of the outreach process prior to submitting Stage 1 design documents to INDOT. If Stage 1 designs are not required to be submitted with the project, then the report will be made to staff with the TIP application or earlier.
- D. The LPA shall report to the BMCMPPO immediately if a significant change to the project is warranted. The Policy Committee will review the requested change(s) to the project and determine if they will affect the intent of the project. If the project is determined to be Complete Streets noncompliant, the Policy Committee may remove it from the TIP. The project may be approved to be programmed again when it is brought back into compliance.
- E. The Policy Committee shall not fund a new project if it determines the project application to be noncompliant.

**IX. Evaluation and Implementation of the Complete Streets Policy**

Evaluating the effectiveness of this policy is an on-going effort. Staff will review effectiveness using some or all of the following performance measures. These measures can be used to evaluate and update the policy as needed.

**A. Performance Measurement**

The success of this policy shall be measured in, but not limited to, the following ways:

1. Number of local public agencies that have adopted a similar policy of their own to utilize for projects not funded through the MPO;
2. Percentage of transit stops accessible via sidewalks and curb ramps;
3. Linear feet of new or reconstructed sidewalks;
4. Total miles of bicycle routes defined by streets with clearly marked or signed bicycle accommodation;
5. Rate and severity of crashes, injuries, etc. within MPO;
6. Number of pedestrian, bicycle, or ADA accommodations built;
7. Overall connectivity for each mode;
8. Number of approved exemptions.

## **B. Policy Implementation**

1. The BMCMPPO views this Complete Streets Policy as integral to everyday transportation decision-making practices and processes. To this end, upon adoption, this policy will become a part of the planning, project selection, and quarterly project tracking processes employed by BMCMPPO staff. It will serve as a guide for staff in the development of the Metropolitan Transportation Plan and other plans it creates and contributes to.
2. Encourage LPAs to adopt local Complete Streets Policies.
3. The BMCMPPO shall, at a minimum, evaluate this Policy every five years. The evaluation shall include recommendations for amendments to this Complete Streets Policy and subsequently be considered by the CAC, TAC, and Policy Committee. Recommendations for amendments shall be distributed to the Local Public Agencies prior to consideration by the BMCMPPO Committees.

## Appendix:

- Flow Chart
- Detailed Processes
- Explain Reporting Requirements
- Checklists Staff Will Use for Evaluation

Public Comment Explanations (when/where/how)



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## MEMORANDUM

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**To:** MPO Policy Committee

**From:** Pat Martin  
Senior Transportation Planner

**Date:** May 18, 2017

**Re:** FY 2016-2019 Transportation Improvement Program (TIP) Amendment

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Monroe County has requested one amendment to the FY 2016-2019 TIP with the addition of a new Recreational Trail Program (RTP) project funded by a grant from through the Indiana Department of Natural Resources.

Illinois Central Trail beginning at Church Lane and extending south to the INDOT I-69 mitigation site at Victor Pike. (#1592323)					
Project Phase	Fiscal Year	Federal Source	Federal Funding	Local Match	Total
PE	2018	RTP	\$ 65,150	\$ 16,288	\$ 81,438
CN	2018	RTP	\$ 134,850	\$ 33,712	\$ 168,562
<b>Totals</b>			\$ 200,000	\$ 50,000	\$ 250,000

### Requested Action

Approve of the proposed amendment.

PPM/pm



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## MEMORANDUM

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**To:** MPO Policy Committee

**From:** Pat Martin  
Senior Transportation Planner

**Date:** May 18, 2017

**Re:** FY 2018-2021 Transportation Improvement Program (TIP) Amendment

---

Monroe County has requested one amendment to the FY 2018-2021 TIP with the addition of a new Recreational Trail Program (RTP) project funded by a grant from through the Indiana Department of Natural Resources.

Illinois Central Trail beginning at Church Lane and extending south to the INDOT I-69 mitigation site at Victor Pike. (#1592323)					
Project Phase	Fiscal Year	Federal Source	Federal Funding	Local Match	Total
PE	2018	RTP	\$ 65,150	\$ 16,288	\$ 81,438
CN	2018	RTP	\$ 134,850	\$ 33,712	\$ 168,562
<b>Totals</b>			\$ 200,000	\$ 50,000	\$ 250,000

### Requested Action

Approve of the proposed amendment.

PPM/pm



## MEMORANDUM

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To: MPO Technical and Citizens Advisory Committees  
From: Joshua Desmond, AICP  
BMCMPPO Director  
Date: May 18, 2017  
Re: FY 2017-2018 Unified Planning Work Program Amendment

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### Overview

MPO Staff has developed a proposed minor amendment to the FY 2017-2018 Unified Planning Work Program (UPWP). This amendment is designed to accommodate the latest Planning Emphasis Areas issued by FHWA, FTA, and INDOT, as well as to adjust the FY 2018 budget to match the latest funding estimates from INDOT. The specific changes are detailed below and can be seen in the attached document.

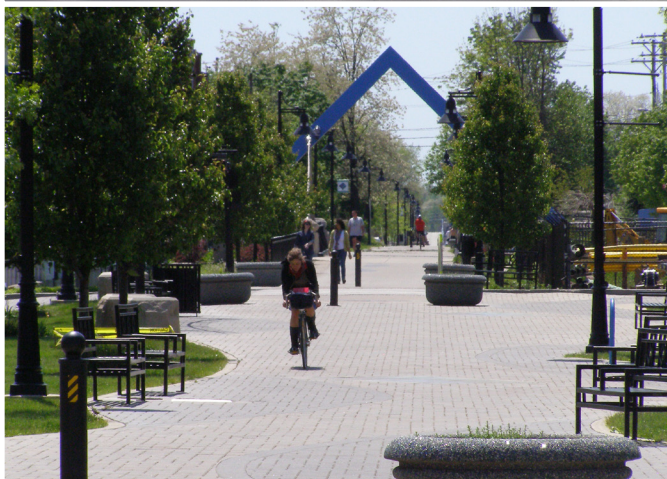
### Changes to the FY 2017-2018 UPWP

The following items have been updated in the amended FY 2017-2018

- Overall Budget: The overall budget has been revised slightly downward in response to a reduction in expected PL funding for FY 2018. When the UPWP was originally adopted, PL funding for FY 2018 was estimated to be \$327,815, equal to the funding provided for FY 2017. Earlier this year, the MPOs received word that FY 2018 funding would be slightly less, with the BMCMPPO allotment coming in at \$322,791, a reduction of \$5,024. This results in a reduction of the overall two-year budget of \$6,280, leaving a final two-year budget of \$946,801.
- Planning Emphasis Areas: As discussed at a previous Committee meeting, the Planning Emphasis Areas for FY 2018 are continuations of existing ones pertaining to Title VI and Performance Measures. Language specific to Performance Measures was inserted as Work Element 306 (page 31) and the budget for the 300 level work elements was adjusted accordingly (page 33). The full text of the official Planning Emphasis Areas letter has been inserted into Appendix E (page 64).
- Miscellaneous Text Edits: Several spelling and grammatical errors detected within the document have been fixed. Committee membership lists and the staff list in Appendix A (page 50) have been updated to reflect the current rosters.

### Requested Action

Staff requests approval of the amended FY 2017-2018 Unified Planning Work Program.



**BLOOMINGTON • MONROE COUNTY**



# Unified Planning Work Program

**Fiscal Years  
2017 & 2018**

*Adopted:*

**June 3, 2016**

*Amended:*

**November 4, 2016**

**June 9, 2017**

## **ACKNOWLEDGMENT & DISCLAIMER**

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

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# Introduction

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## Overview

In March 1982, the Governor of the State of Indiana designated the City of Bloomington Plan Commission as the Metropolitan Planning Organization (MPO) for the Bloomington urbanized area. The MPO is responsible for ensuring that the Bloomington urbanized area has a continuing, cooperative, and comprehensive (3-C) transportation planning process as mandated by Federal law. Federal certification of the 3-C planning process is a prerequisite for obtaining approval of any subsequent transportation improvement projects, which are to be funded by the FHWA and/or FTA.

Federal transportation policy and programs relating to MPOs are guided by Moving Ahead for Progress in the 21st Century (MAP-21), the Federal legislation that succeeded the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A legacy for Users (SAFETEA – LU) in 2012. MAP-21 provides eight planning factors that guide the programs and policies of all MPOs:

1. **Economic Vitality:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. **Safety:** Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security:** Increase the security of the transportation system for motorized and non-motorized users;
4. **Mobility:** Increase accessibility and mobility of people and freight;
5. **Environment:** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. **System Integration:** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. **System Management:** Promote efficient system management and operation; and
8. **System Preservation:** Emphasize the preservation of the existing transportation system.

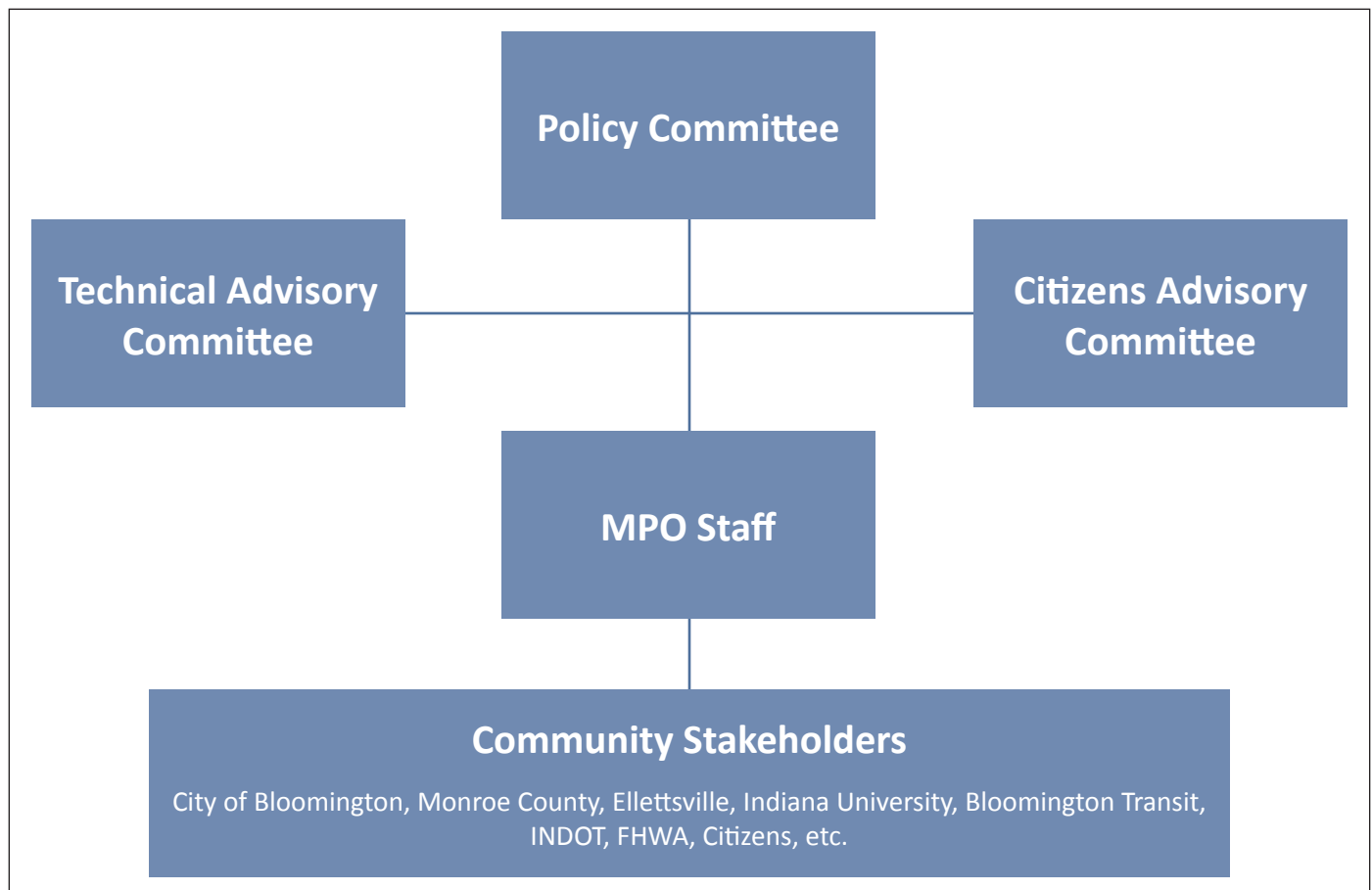
One of the requirements of the urban transportation planning process for an MPO involves the development of a Unified Planning Work Program (UPWP), which describes all planning activities that are anticipated in the urbanized area over the next programming year. The UPWP also documents the work that will be performed with federal planning funds. The FY 2017-2018 UPWP is intended to satisfy the Bloomington metropolitan planning area's work program requirement for Fiscal Years 2017 and 2018 (July 1, 2016 to June 30, 2018).

## MPO Organization & Composition

The Bloomington/Monroe County MPO is consists of a three-part intergovernmental steering committee, the City of Bloomington Plan Commission as the contracting entity, and the City of Bloomington Planning Department as the lead staff agency.

The three-part intergovernmental steering committee is made up of a Policy Committee (PC) which acts as the decision-making body for the MPO, a Technical Advisory Committee (TAC), and a Citizens Advisory Committee (CAC). This arrangement provides for close communication between key policy/decision makers, the technical planning staff, and citizen representatives. Detailed listings of membership for the three committees are provided in Appendix A.

The MPO Staff maintains close working relationships with City of Bloomington, Monroe County, and Town of Ellettsville departments and agencies, the Bloomington Public Transportation Corporation, Indiana University, Monroe County and Richland Bean Blossom Community School Corporations, the Indiana Department of Transportation (INDOT), the Federal Transit Administration (FTA), and the Federal Highway Administration (FHWA).



## Planning Emphasis Areas

In addition to the general planning factors discussed previously, the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Indiana Department of Transportation (INDOT) annually issue a set of Planning Emphasis Areas (PEAs) to Indiana MPOs. These PEAs prioritize key tasks and policies for implementation by MPOs in their Unified Planning Work Programs. The fulfillment of these tasks and policies helps to implement the provisions of MAP-21. The Planning Emphasis Areas that have been provided for the FY 2017-2018 UPWP are summarized below.

### Title VI Program Management

MPOs are asked to ensure that their local public agencies (LPAs) with projects in the Transportation Improvement Program (TIP) have complied with Title VI nondiscrimination requirements. MPOs should survey local governments to determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on the impacts of the LPA's programs and projects. The MPO should provide technical assistance to LPAs that do not have such plans in place. MPOs are expected to monitor Title VI status going forward and to move toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients. The BMCMPPO will address this PEA through Element 601 of the UPWP.

### Ladders of Opportunity

The MPO must, as part of the planning process, identify transportation connectivity gaps in access to essential services. These essential services include housing, employment, health care, schools/education, and recreation. Identification of these deficiencies could be done through the creation of performance measures used to specifically measure such gaps. This has been accomplished to some extent through the Coordinate Human Services Public Transit Plan (Work Element 602) and will take another step forward through the development of the new 2040 Metropolitan Transportation Plan (Work Element 401).

### Performance-Based Planning Measures & Targets

This PEA emphasizes the transition that all MPOs must make to performance-based planning and programming. MAP-21 and the FAST Act require the development of performance measures on the national, state and MPO level. MPOs must create systems of planning and programming that direct local efforts to achieving established performance measures. The BMCMPPO will address this first through the development of the 2040 Metropolitan Transportation Plan (Work Element 401), expected to be completed by the end of calendar year 2017. The guidance from that plan will then be implemented through the MPO's planning and programming operations. The development of specific performance targets by the MPO will be addressed through Work Element 306.

## Programming of HSIP Funds

A renewed emphasis must be placed on programming HSIP funding for low cost systemic projects as well as for safety planning activities. The MPO should encourage and assist the LPAs in identifying such projects and developing them through the Federal aid process. This will occur as part of the MPOs administration of HSIP funds (Work Element 302) These projects should focus on addressing the causes of crashes on a system-wide basis rather than simply making infrastructure improvements to the location of crashes. FHWA and INDOT will provide MPOs with eligible project types for this purpose. In addition, up to 15% of the MPOs HSIP allocation may be programmed for planning purposes for activities like Road Safety Audits.



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# Budget

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## FISCAL YEAR 2017-2018 MPO BUDGET

The Bloomington/Monroe County MPO has an estimated \$753,422 available from the Federal Highway Administration and Federal Transit Administration for programming in Fiscal Years 2017 and 2018. These funds are available on a 20% local match basis, thereby requiring a total local match assurance of \$188,355 should all funds be used. The combined total of federal assistance and local match that may be used for programming in the FY 2017-2018 UPWP is \$941,777. This budget is split between the two Fiscal Years, with \$618,987 allocated for FY 2017 and \$322,791 allocated for FY 2018.

### FUND USE BY MATCHING AGENCY

The table below summarizes FY 2017-2018 funding allocations based on the agency using the programmed funds. The figures in the MPO column represent MPO staff time spent per work element, including fringe and indirect costs. The Bloomington Transit and Consultant columns identify funds set aside for consultant services, purchase of equipment, and other direct MPO expenses (separate from staff costs). The CSA column shows funds identified for use by partner agencies through Contract Service Agreements. More detailed breakdowns of each work element are provided in later sections of this document.

Work Element	MPO Staff	BT	Cons/Supp	CSA	Total	
100	Administration & Public Participation					
	FY 2017	\$209,373	\$0	\$4,550	\$0	\$213,923
	FY 2018	\$98,684	\$0	\$2,610	\$0	\$101,294
200	Data Collection & Analysis					
	FY 2017	\$71,783	\$0	\$0	\$15,000	\$86,783
	FY 2018	\$29,818	\$0	\$0	\$13,000	\$42,818
300	Short Range Planning & Management Systems					
	FY 2017	\$134,320	\$0	\$0	\$29,000	\$163,320
	FY 2018	\$53,048	\$0	\$0	\$23,000	\$76,048
400	Long Range Planning					
	FY 2017	\$73,928	\$0	\$1,200	\$0	\$75,128
	FY 2018	\$0	\$0	\$1,000	\$0	\$1,000
500	Transit & Active Transportation					
	FY 2017	\$46,961	\$4,000	\$3,098	\$0	\$54,059
	FY 2018	\$29,405	\$63,300	\$1,636	\$0	\$94,341
600	Other Planning Initiatives & Special Projects					
	FY 2017	\$25,773	\$0	\$0	\$0	\$25,773
	FY 2018	\$7,290	\$0	\$0	\$0	\$7,290
	TOTAL					
FY 2017		\$562,139	\$4,000	\$8,848	\$44,000	\$618,987
FY 2018		\$218,245	\$63,300	\$5,246	\$36,000	\$322,791
TOTAL		\$780,383	\$67,300	\$14,094	\$80,000	\$941,777

## OBJECT CLASS BUDGET BY FUNDING SOURCE

The table below summarizes FY 2017-2018 funding allocations by object class and funding source. Fringe and Indirect expenses are calculated based on the rates provided in the FY 2017 Cost Allocation Plan. As with the previous table, funding allocations for MPO Staff, Bloomington Transit, Consultants/Other, and CSA are separated for illustrative purposes. Please refer to the individual work element sections later in this document for further details on each category.

Object Class		Federal	Local	Total
<b>Direct Chargeable Salary</b>				
	<i>FY 2017</i>	\$223,837	\$55,959	\$279,796
	<i>FY 2018</i>	\$86,903	\$21,726	\$108,628
<b>Fringe Expenses</b>				
	<i>FY 2017</i>	\$183,434	\$45,859	\$229,293
	<i>FY 2018</i>	\$71,217	\$17,804	\$89,021
<b>Indirect Expenses</b>				
	<i>FY 2017</i>	\$42,439	\$10,610	\$53,049
	<i>FY 2018</i>	\$16,477	\$4,119	\$20,596
<b>Bloomington Transit</b>				
	<i>FY 2017</i>	\$3,200	\$800	\$4,000
	<i>FY 2018</i>	\$50,640	\$12,660	\$63,300
<b>Consultants/Supplies</b>				
	<i>FY 2017</i>	\$7,078	\$1,770	\$8,848
	<i>FY 2018</i>	\$4,197	\$1,049	\$5,246
<b>Contract Service Agreements</b>				
	<i>FY 2017</i>	\$35,200	\$8,800	\$44,000
	<i>FY 2018</i>	\$28,800	\$7,200	\$36,000
<b>TOTAL</b>				
<i>FY 2017</i>		\$495,189	\$123,797	\$618,987
<i>FY 2018</i>		\$258,233	\$64,558	\$322,791
<i>TOTAL</i>		\$753,422	\$188,355	\$941,777

### SUMMARY BUDGET BY FUNDING SOURCE

The table below summarizes the FY 2017-2018 budget for each of the work elements in the Unified Planning Work Program. The federal funding/local match split for each work element is highlighted here. As illustrated in this summary table, the FY 2017 and 2018 funding allocations fall within the total available funding noted previously.

	Work Element	Federal	Local	Total
<b>100</b>	<b>Administration &amp; Public Participation</b>			
	<i>FY 2017</i>	\$171,139	\$42,785	\$213,923
	<i>FY 2018</i>	\$81,035	\$20,259	\$101,294
<b>200</b>	<b>Data Collection &amp; Analysis</b>			
	<i>FY 2017</i>	\$69,427	\$17,357	\$86,783
	<i>FY 2018</i>	\$34,254	\$8,564	\$42,818
<b>300</b>	<b>Short Range Planning &amp; Management Systems</b>			
	<i>FY 2017</i>	\$130,656	\$32,664	\$163,320
	<i>FY 2018</i>	\$60,838	\$15,210	\$76,048
<b>400</b>	<b>Long Range Planning</b>			
	<i>FY 2017</i>	\$60,102	\$15,026	\$75,128
	<i>FY 2018</i>	\$800	\$200	\$1,000
<b>500</b>	<b>Transit &amp; Active Transportation</b>			
	<i>FY 2017</i>	\$43,247	\$10,812	\$54,059
	<i>FY 2018</i>	\$75,473	\$18,868	\$94,341
<b>600</b>	<b>Other Planning Initiatives &amp; Special Projects</b>			
	<i>FY 2017</i>	\$20,618	\$5,155	\$25,773
	<i>FY 2018</i>	\$5,832	\$1,458	\$7,290
	<b>TOTAL</b>			
	<i>FY 2017</i>	\$495,189	\$123,797	\$618,987
	<i>FY 2018</i>	\$258,233	\$64,558	\$322,791
	<i>TOTAL</i>	\$753,422	\$188,355	\$941,777

## CONTRACT SERVICE AGREEMENTS

The Bloomington/Monroe County Metropolitan Planning Organization enters into annual Contract Service Agreements (CSA) with the City of Bloomington Public Works Department, the Town of Ellettsville, and the Monroe County Highway Department in order to assist with the completion of certain UPWP work elements. Each CSA provides a mechanism for coordination and ensures that duplication of transportation planning services is minimized. Each CSA will follow the scope of work detailed within this Unified Planning Work Program and will be approved by the Policy Committee. Each non-MPO government entity entering into a CSA with the MPO is responsible for paying all costs detailed within a CSA and is reimbursed up to a maximum of 80% of federal aid eligible costs. The table below summarizes the funding allocated to CSAs for each local agency within the MPO.

Agency		Federal	Local	Total
<b>City of Bloomington</b>				
	<i>FY 2017</i>	\$15,200	\$3,800	\$19,000
	<i>FY 2018</i>	\$13,600	\$3,400	\$17,000
<b>Monroe County</b>				
	<i>FY 2017</i>	\$8,800	\$2,200	\$11,000
	<i>FY 2018</i>	\$7,200	\$1,800	\$9,000
<b>Town of Ellettsville</b>				
	<i>FY 2017</i>	\$11,200	\$2,800	\$14,000
	<i>FY 2018</i>	\$8,000	\$2,000	\$10,000
<b>TOTAL</b>				
<i>FY 2015</i>		\$35,200	\$8,800	\$44,000
<i>FY 2016</i>		\$28,800	\$7,200	\$36,000
<b>TOTAL</b>		<b>\$64,000</b>	<b>\$16,000</b>	<b>\$80,000</b>

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# Work Elements

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ADMINISTRATION & PUBLIC PARTICIPATION

100



## 101 Intergovernmental Coordination

MPO staff will administer the MPO Policy Committee, the MPO Technical Advisory Committee, the Citizens Advisory Committee, and other routine MPO activities. Meetings of the MPO Committees generally occur on a monthly basis. Activities that occur in association with these committees include the preparation of information packets for each meeting, clerical support activities, and documentation of such meetings. All meetings are open to attendance by the public.

The fourteen Metropolitan Planning Organizations in the State of Indiana have a statewide MPO association, known as the Indiana MPO Council, that meets monthly to discuss and act on matters of mutual interest. The monthly meetings provide an opportunity for the MPOs to coordinate their transportation planning activities and to work collectively with INDOT and FHWA. MPO staff will attend these meetings to represent the interests of BMCMPPO on the State and Federal levels.

Every four years, each MPO must undergo a certification review by the Federal Highway Administration. The last BMCMPPO certification review was completed in May 2011. This puts the MPO on schedule for the next review to occur in calendar year 2016.

### Responsible Agency and End Product(s)

- A. MPO Staff to conduct up to 10 Policy Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- B. MPO Staff to conduct up to 10 Technical Advisory Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- C. MPO Staff to conduct up to 10 Citizens Advisory Committee meetings per fiscal year. *[Estimated Completion: Monthly]*
- D. MPO Staff to attend up to 12 MPO Council monthly meetings per fiscal year. *[Estimated Completion: Monthly]*
- E. MPO Staff to participate in Federal MPO Certification Review *[Estimated Completion: Q4/FY17]*

## 102 Unified Planning Work Program (UPWP)

The development and administration of a Unified Planning Work Program (UPWP) is a requirement of the metropolitan transportation planning process. The UPWP describes all planning activities that are anticipated in the MPO study area over the next two fiscal years and documents the work that will be performed with federal planning monies and local matching funds. This element also includes the preparation of a Cost Allocation Plan/Indirect Cost Proposal to be used in determining billing rates for MPO staff.

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2017-2018 UPWP. Quarterly progress reports, billing statements, and the financial status of the FY 2017-2018 UPWP will be provided to the Policy Committee and to the member agencies to update the progress of all MPO activities that have occurred pursuant to the completion of the UPWP.

### Responsible Agency and End Product(s)

- A. MPO Staff to develop amendment(s) to FY 2017-2018 Unified Planning Work Program (UPWP). *[Estimated Completion: Q4/FY17]*
- B. MPO Staff to develop FY 2019-2020 Unified Planning Work Program (UPWP). *[Estimated Completion: Q4/FY18]*
- C. MPO Staff to develop the Cost Allocation Plan as part of the FY 2019-2020 UPWP. *[Estimated Completion: Q3/FY18]*
- D. MPO Staff to prepare and submit the FY 2016 Annual Completion Report to INDOT. *[Estimated Completion: Q1/FY17]*
- E. MPO Staff to prepare and submit the FY 2017 Annual Completion Report to INDOT. *[Estimated Completion: Q1/FY18]*
- F. MPO Staff to prepare and submit the FY 2017 Self Certification Review Statement to INDOT/FHWA/FTA representatives. *[Estimated Completion: Q4/FY17, with TIP]*
- G. MPO Staff to prepare and submit the FY 2018 Self Certification Review Statement to INDOT/FHWA/FTA representatives. *[Estimated Completion: Q4/FY18, with TIP]*
- H. MPO Staff to prepare and submit 8 quarterly progress reports to INDOT for review. *[Estimated Completion: Quarterly]*
- I. MPO Staff to prepare and submit 8 quarterly billing statements to INDOT for reimbursement. *[Estimated Completion: Quarterly]*

### 103 Staff Training and Education

The on-going development of MPO staff expertise will occur through attendance and participation in transportation related courses, seminars, and conferences, as well as the purchase of educational/reference materials, professional periodical subscriptions, and technical software training. These educational tools are essential for the professional development of all MPO staff and to enhance local knowledge of regional and national best practices in transportation planning.

#### Responsible Agency and End Product(s)

- A. MPO Staff to attend the annual Indiana MPO Conference. *[Estimated Completion: Annually]*
- B. MPO Staff to attend the annual Purdue Road School. *[Estimated Completion: Annually]*
- C. MPO Staff to renew professional membership dues to the American Planning Association and other relevant professional organizations. *[Estimated Completion: On-going]*
- D. MPO Staff to attend webinars, classes, and/or conferences and utilize educational materials for professional development from national associations such as the American Planning Association, the Association of Pedestrian and Bicycle Professionals, the Urban Land Institute, and Institute of Transportation Engineers. *[Estimated Completion: On-going]*

## 104 Public Outreach

The MPO will continue to implement its Public Participation Plan (PPP), last updated in 2011, to ensure that appropriate public participation occurs for all MPO activities and programs. Staff will post meeting notices, agendas, minutes and MPO documents on-line and in hard copy for access by interested citizens. Staff will assist the CAC with recruitment materials, such as a brochure and letter to local organizations, to provide diverse representation among CAC participants.

Staff will maintain the MPO web site (a subsection of the City of Bloomington web site) as a key point of public engagement. Citizens, businesses, and other community members can access and download reports, data, updates, and other information related to the functions of the MPO, in addition to the traditional forms of correspondence that are available. Staff will continue to explore new methods of communication, such as social media, in order to enhance public engagement with the MPO.

### Responsible Agency and End Product(s)

- A. MPO Staff to post MPO Committee agendas, minutes, and MPO documents on-line. *[Estimated Completion: On-going]*
- B. MPO Staff to implement all procedures required to ensure compliance with the MPO's Public Participation Process. *[Estimated Completion: On-going]*
- C. MPO staff to ensure proper public posting of MPO meeting agendas and proposed plans and documents, including printing of legal notices for public comment periods in the local newspaper. *[Estimated Completion: On-going]*
- D. MPO Staff to employ alternative methods of outreach (e.g. social media) to better engage the public. *[Estimated Completion: On-going]*

## Work Element 100 Budget

Task		FY 2017	FY 2018	Total
101	Intergovernmental Coordination			
	Federal Share	\$94,282	\$41,687	\$135,969
	Local Share	\$23,571	\$10,422	\$33,992
	Total	\$117,853	\$52,108	\$169,961
102	Unified Planning Work Program			
	Federal Share	\$28,244	\$17,730	\$45,975
	Local Share	\$7,061	\$4,433	\$11,494
	Total	\$35,305	\$22,163	\$57,468
103	Staff Training & Education			
	Federal Share	\$26,448	\$17,256	\$43,704
	Local Share	\$6,612	\$4,314	\$10,926
	Total	\$33,060	\$21,570	\$54,630
104	Public Outreach			
	Federal Share	\$22,164	\$10,602	\$32,766
	Local Share	\$5,541	\$2,651	\$8,192
	Total	\$27,705	\$13,253	\$40,958
TOTAL FEDERAL SHARE		\$171,139	\$87,275	\$258,414
TOTAL LOCAL SHARE		\$42,785	\$21,819	\$64,603
TOTAL		\$213,923	\$109,094	\$323,017

# Work Elements

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DATA COLLECTION & ANALYSIS

200

## 201 Traffic Volume Counting

The MPO staff, in conjunction with Monroe County Engineering and the Town of Ellettsville, will conduct vehicular volume counts within the Metropolitan Planning Area (MPA) for arterial and collector streets/roads on a rotational cycle that will provide complete coverage of the MPO's functionally classified roadway network. In addition to the above-mentioned counts, provisions need to be made to allow for special counts to be conducted upon the request of local entities to assist with engineering alternatives analysis and design decisions. Specifically, information may be needed to conduct traffic control warrant studies, traffic calming requests, safety examinations, development petition reviews, and corridor studies. Traffic volume link and segment counts will be conducted throughout the MPO urbanized area on a rotating basis of once every three (3) years, or as requested.

The traffic volume sampling program will also be used to support INDOT's HPMS data collection efforts and to continuously refine link volumes, capacities, and speeds for calibration of the MPO's travel demand forecast model. Bloomington Planning & Transportation Department to purchase new counting equipment, software and supplies including but not limited to battery replacements, Hi-Star portable traffic analyzer, replacement tubing, nails, padlocks, and other related materials necessary for the maintenance and capital replacement of traffic counting equipment.

### Responsible Agency and End Product(s):

- A. City of Bloomington Planning & Transportation Staff to perform approximately 150 coverage counts [*Estimated Completion: Annually*]
- B. Town of Ellettsville staff to perform approximately 80 coverage counts [*Estimated Completion: Annually*]
- C. City of Bloomington Planning & Transportation Staff to perform one-third of the required HPMS traffic counts for INDOT [*Estimated Completion: Annually*]
- D. City of Bloomington Planning & Transportation Staff to purchase traffic counting equipment, software and supplies to support annual traffic counting program needs [*Estimated Completion: As needed*]

## 202 Annual Crash Report

The Bloomington/Monroe County MPO produces an Annual Crash Report. The report identifies hazardous intersections and corridors within the MPO study area. The analysis of crash data allows local jurisdictions to undertake roadway safety improvements and to establish longitudinal measures of effectiveness for the evaluation of alternative actions over time. The Annual Crash Report is also used to determine project locations that may be eligible for funding through the MPO Highway Safety Improvement Program (HSIP).

### Responsible Agency and End Product(s):

- A. MPO Staff to produce the Calendar Years 2014-2016 Crash Report [*Estimated Completion: Q4/FY17*]
- B. MPO Staff to produce the Calendar Years 2015-2017 Crash Report [*Estimated Completion: Q4/FY18*]



## Work Element 200 Budget

Task		FY 2017	FY 2018	Total
201	Traffic Volume Counting			
	Federal Share	\$57,520	\$29,221	\$86,741
	Local Share	\$14,380	\$7,305	\$21,685
	Total	\$71,900	\$36,526	\$108,426
202	Annual Crash Report			
	Federal Share	\$11,906	\$5,034	\$16,940
	Local Share	\$2,977	\$1,258	\$4,235
	Total	\$14,883	\$6,292	\$21,175
TOTAL FEDERAL SHARE		\$69,427	\$34,254	\$103,681
TOTAL LOCAL SHARE		\$17,357	\$8,564	\$25,920
TOTAL		\$86,783	\$42,818	\$129,601

# Work Elements

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SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

300

### 301 Transportation Improvement Program (TIP)

The development of a Transportation Improvement Program (TIP) is a Federal requirement for MPOs that intend to implement projects with Federal funds. All federal-aid projects must be included in the TIP, and the adopted program of projects must be fiscally constrained for inclusion within the Indiana Statewide Transportation Improvement Program (INSTIP) prepared by the Indiana Department of Transportation (INDOT). The MPO will coordinate with its LPAs to develop and administer a valid TIP on an on-going basis. This includes processing required amendments, managing a Quarterly Project Tracking program, assisting with LPAs with Red Flag Investigations, and other activities as outlined below. The MPO will work with INDOT and the LPAs to develop best practices for project scheduling and cost estimation.

#### Responsible Agency and End Product(s)

- A. MPO Staff, in concert with Local Public Agencies, to develop the Fiscal Years 2018-2021 Transportation Improvement Program. *[Estimated Completion: Q4/FY15]*
- B. MPO Staff to administer the TIP through coordination with LPAs, management of the Change Order Policy, and processing of TIP amendments as needed. *[Estimated Completion: On-going]*
- C. MPO Staff to assist LPAs with development of Red Flag Investigations for new transportation projects to be added to the TIP. *[Estimated Completion: On-going]*
- D. MPO Staff to administer the Quarterly Project Tracking Program for local projects in the TIP, including quarterly meetings with LPAs, design consultants, INDOT and FHWA. *[Estimated Completion: Quarterly]*
- E. MPO Staff to produce the Fiscal Year 2016 Annual List of Obligated Projects *[Estimated Completion: Q1/FY17]*
- F. MPO Staff to produce the Fiscal Year 2017 Annual List of Obligated Projects *[Estimated Completion: Q1/FY18]*
- G. MPO Staff to attend City Projects Team meetings for interagency coordination and participation. *[Estimated Completion: Monthly]*

## 302 Highway Safety Improvement Program (HSIP)

The Bloomington/Monroe County MPO has established a local Highway Safety Improvement Program (HSIP) in compliance with MAP-21 and the directives of INDOT. Going forward, staff will administer procedures whereby appropriate projects will be solicited from LPAs and HSIP funding will be awarded depending on project compliance with HSIP selection criteria. The MPO will encourage LPAs to implement low cost systemic improvements to treat the factors contributing to severe crashes in the community. Opportunities will also be sought to program HSIP funds for planning purposes, such as Road Safety Audits.

### Responsible Agency and End Product(s)

- A. MPO Staff to administer the FY 2018 HSIP funding call for projects.  
*[Estimated Completion: Q2/FY17]*
- B. MPO Staff to administer the FY 2019 HSIP funding call for projects.  
*[Estimated Completion: Q2/FY18]*

### FY 2017 PEA

*See Appendix E for detailed requirements.*

### 303 Transportation Alternatives Program (TAP)

The Bloomington/Monroe County MPO has an established local Transportation Enhancement (TE) program in compliance with SAFETEA-LU and the directives of INDOT. With the adoption of the new MAP-21 legislation, this program will be revised to reflect the new Transportation Alternatives (TA) program that replaced Transportation Enhancements. Going forward, staff will administer procedures whereby appropriate projects will be solicited from LPAs and TA funding will be awarded depending on project compliance with TA selection criteria.

#### Responsible Agency and End Product(s)

- A. MPO Staff to administer the FY 2018 TAP funding call for projects. *[Estimated Completion: Q2/FY17]*
- B. MPO Staff to administer the FY 2019 TAP funding call for projects. *[Estimated Completion: Q2/FY18]*

## 304 Infrastructure Management Systems

The BMCMPPO has historically supported the efforts of its LPAs to establish and maintain robust asset management systems. The City of Bloomington, Monroe County, and the Town of Ellettsville regularly collect asset condition data for infrastructure components such as pavement, signs, and street markings, and manage it using an appropriate software package. This methodology allows the respective jurisdictions to develop long term management plans for their infrastructure assets. These asset management systems will be continuously updated to maintain the quality of their data and to ensure that the most recent conditions are reflected.

### Responsible Agency and End Product(s):

- A. City of Bloomington to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, Annually]*
- B. Monroe County to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, Annually]*
- C. Town of Ellettsville to maintain Five-Year Pavement Management Plan and provide quarterly status reports. *[Estimated Completion: On-going, Annually]*

### 305 ITS Architecture Maintenance

Intelligent Transportation Systems (ITS) use a number of technologies, including information processing and communications to achieve transportation network operating efficiencies. ITS allows the Bloomington/Monroe County Urban Area to improve safety, reduce congestion, improve mobility, enhance economic productivity, and save public investment dollars without negatively affecting the environment. The Bloomington/Monroe County MPO completed its Regional ITS Architecture in 2008. Administrative modifications to the ITS Architecture are warranted when an LPA wishes to include a new technology into a transportation project. Updates and revisions will be made as needed to ensure that the Architecture remains current and accounts for changes and improvements in the transportation network. Staff will also assist local entities with the implementation of ITS projects as detailed in the ITS Architecture.

#### Responsible Agency and End Product(s):

- A. MPO Staff to maintain the established Intelligent Transportation Systems (ITS) architecture. *[Estimated Completion: As needed]*

## 306 Performance Measures

The current transportation policy, Fixing America's Surface Transportation Act (FAST) Act, was signed into law on December 4, 2015. The FAST Act, along with its predecessor, Moving Ahead for Progress in the 21st Century Act (MAP-21), established new requirements for performance management to ensure the most efficient investment of Federal transportation funds. States will invest resources in projects to achieve individual targets that collectively will make progress toward the national goals.

National performance goals for Federal Highway programs:

1. **Safety** – to achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. **Infrastructure condition** – To maintain the highway infrastructure asset system in a state of good repair.
3. **Congestion reduction** – To achieve a significant reduction in congestion on the National Highway System (NHS).
4. **System reliability** – To improve the efficiency of the surface transportation system.
5. **Freight movement and economic vitality** – To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
6. **Environmental sustainability** – To enhance the performance of the transportation system while protecting and enhancing the natural environment.
7. **Reduced project delivery delays** – To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued new transportation planning rules on the statewide and metropolitan transportation planning processes to reflect the use of a performance based approach to decision-making in support of the national goals. These processes must document in writing how the Metropolitan Planning Organizations (MPOs), Indiana Department of Transportation (INDOT) and providers of public transportation shall jointly agree to cooperatively develop and share information related to transportation performance data, the selection of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see 23 CFR 450.306(d)) and the collection of data for the INDOT asset management plan for the National Highway System specified in in 23 CFR 450.314(h).

### FY 2018 PEA

*See Appendix E for detailed requirements.*



FTA has performance measures for Transit Asset Management, and final regulations are published and in effect. FHWA has performance measures and final regulations published for Safety, Bridge and Pavement Conditions, Congestion Reduction and System Reliability, but only the Safety Performance Measure regulation is in effect at this time. INDOT along with the MPOs and FHWA will continue to collaborate to identify Performance Targets for each Performance Measure. Once Performance Targets are established, the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) will be modified to reflect this information.

For FHWA and FTA to approve any TIP amendments after May 27, 2018, the INDOT, MPOs and Public Transit Operators must reflect this information and describe how projects in the TIP/STIP, to the maximum extent practicable, achieve the Federally required performance targets identified in the Statewide and Metropolitan Transportation Plans, linking investment priorities to these performance targets.

**Responsible Agency and End Product(s):**

- A. MPO Staff to develop, and MPO Policy Committee to adopt, Performance Measures in accordance with Federal Rules *[Estimated Completion: Q4/2018]*

## Work Element 300 Budget

## SHORT RANGE PLANNING &amp; MANAGEMENT SYSTEMS

	Task	FY 2017	FY 2018	Total
<b>301</b>	<b>Transportation Improvement Program</b>			
	<i>Federal Share</i>	\$73,074	\$20,749	\$93,823
	<i>Local Share</i>	\$18,268	\$5,187	\$23,456
	<b>Total</b>	<b>\$91,342</b>	<b>\$25,937</b>	<b>\$117,279</b>
<b>302</b>	<b>Highway Safety Improvement Program</b>			
	<i>Federal Share</i>	\$14,257	\$1,953	\$16,211
	<i>Local Share</i>	\$3,564	\$488	\$4,053
	<b>Total</b>	<b>\$17,822</b>	<b>\$2,442</b>	<b>\$20,264</b>
<b>303</b>	<b>Transportation Alternatives Program</b>			
	<i>Federal Share</i>	\$15,819	\$2,269	\$18,088
	<i>Local Share</i>	\$3,955	\$567	\$4,522
	<b>Total</b>	<b>\$19,774</b>	<b>\$2,836</b>	<b>\$22,610</b>
<b>304</b>	<b>Infrastructure Management Systems</b>			
	<i>Federal Share</i>	\$26,429	\$20,015	\$46,444
	<i>Local Share</i>	\$6,607	\$5,004	\$11,611
	<b>Total</b>	<b>\$33,037</b>	<b>\$25,018</b>	<b>\$58,055</b>
<b>305</b>	<b>ITS Architecture Maintenance</b>			
	<i>Federal Share</i>	\$1,076	\$538	\$1,615
	<i>Local Share</i>	\$269	\$135	\$404
	<b>Total</b>	<b>\$1,346</b>	<b>\$673</b>	<b>\$2,018</b>
<b>306</b>	<b>Performance Measures</b>			
	<i>Federal Share</i>	\$0	\$15,313	\$15,313
	<i>Local Share</i>	\$0	\$3,828	\$3,828
	<b>Total</b>	<b>\$0</b>	<b>\$19,142</b>	<b>\$19,142</b>
	<b>TOTAL FEDERAL SHARE</b>	<b>\$130,656</b>	<b>\$60,838</b>	<b>\$191,494</b>
	<b>TOTAL LOCAL SHARE</b>	<b>\$32,664</b>	<b>\$15,210</b>	<b>\$47,874</b>
	<b>TOTAL</b>	<b>\$163,320</b>	<b>\$76,048</b>	<b>\$239,368</b>

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# Work Elements

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LONG RANGE PLANNING

400

**FY 2017 PEA**

*See Appendix  
E for detailed  
requirements.*

**401 2040 Metropolitan Transportation Plan (MTP)**

Federal requirements mandate that the Metropolitan Transportation Plan (MTP) maintain a 20 year time horizon. The MPO is currently developing a new 2040 Metropolitan Transportation Plan. MPO staff began the update process during FY 2011 and expects to complete it in FY 2016. The new MTP will include a complete update of the BMCMPPO Travel Demand Model, done with the assistance of a consultant. Public input will be a significant component of the plan's development. The plan will look beyond automobile travel needs to encompass all modes of travel in its evaluation of long-term transportation needs for the region.

The BMCMPPO Travel Demand Model (TDM) is built using TransCAD modeling software. This software requires an annual license fee that pays for software support and periodic upgrades.

**Responsible Agency and End Product(s)**

- A. MPO Staff, with consultant assistance, to develop the 2040 Metropolitan Transportation Plan. *[Estimated Completion: Q4/FY17]*
- B. MPO to pay annual TransCAD license fees. *[Estimated Completion: Annually]*

## Work Element 400 Budget

LONG RANGE PLANNING

Task		FY 2017	FY 2018	Total
401	2040 Metropolitan Transportation Plan			
	<i>Federal Share</i>	\$60,102	\$800	\$60,902
	<i>Local Share</i>	\$15,026	\$200	\$15,226
	<i>Total</i>	<b>\$75,128</b>	<b>\$1,000</b>	<b>\$76,128</b>
<b>TOTAL FEDERAL SHARE</b>		\$60,102	\$800	\$60,902
<b>TOTAL LOCAL SHARE</b>		\$15,026	\$200	\$15,226
<b>TOTAL</b>		<b>\$75,128</b>	<b>\$1,000</b>	<b>\$76,128</b>

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# Work Elements

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TRANSIT & ACTIVE TRANSPORTATION

500



## 501 Bicycle & Pedestrian Coordination

In conjunction with the Bloomington Bicycle and Pedestrian Safety Commission (BBPSC), MPO staff will continue to build upon safety/awareness efforts that will promote and encourage bicycle and pedestrian activities as viable modes of transportation. One MPO staff member is certified to teach bicycle safety curricula developed by the League of American Bicyclists. The MPO will utilize this skill set to host bicycle skills and safety training seminars that are open to the public. Educational outreach activities may include structured classes developed by the League of American Bicyclists or may be informal presentations to target populations on the subject of bicycle and pedestrian safety.

Staff will assist the BBPSC in reviewing local development proposals for bicycle and pedestrian issues, and will develop policy recommendations for education and safety programs for bicyclists and pedestrians.

### Responsible Agency and End Product(s):

- A. MPO Staff to attend regular monthly meetings of the Bloomington Bicycle and Pedestrian Safety Commission, including the formal business meetings and the interim work sessions. *[Estimated Completion: Monthly]*
- B. MPO Staff to conduct bicycle and pedestrian outreach, education, workshops, and other events such as, but not limited to, League of American Bicyclists training programs, informational booths at special events, and presentations to targeted groups. *[Estimated Completion: On-going, As needed]*

## 502 Bicycle/Pedestrian Counts

Bicycle and pedestrian data collection is an important component of the overall data collection and analysis program for the MPO. Collecting this data aids LPAs in developing and prioritizing projects and programs that enhance the quality of these transportation modes. The MPO will conduct counts to determine usage of bicycle and pedestrian facilities within the MPO area in order to assist LPAs in this effort.

The MPO Staff works with the Bloomington Public Works Department to maintain a GIS sidewalk inventory. This inventory identifies missing sidewalk segments and helps to prioritize sidewalk improvement projects. The sidewalk inventory incorporates sidewalk data on condition, width, and ADA compliance for integration into asset management software.

### Responsible Agency and End Product(s):

- A. MPO Staff to conduct seven-day seasonal baseline counts (spring, summer, and fall) on multi-use trails and bike lane facilities to establish baseline data for bicycle and pedestrian volume counts. *[Estimated Completion: Q4/FY17, Q4/FY18]*
- B. MPO Staff to report on the results of the seasonal coverage counts conducted under Element 502(A). *[Estimated Completion: Q4/FY17, Q4/FY18]*
- C. MPO Staff to produce annual Sidewalk Project Prioritization Report *[Estimated Completion: Q4/FY17, Q4/FY18]*

### 503 Bloomington Transit Studies

In the coming fiscal years, Bloomington Transit will be required to prepare certain plans and studies as mandated by Federal authorities. The implementation of performance measures as required by MAP-21 will necessitate the completion of two specific studies by Bloomington Transit. The first is an Asset Management Plan that sets a foundation for managing the service's fleet and operations infrastructure in the future. The second is a Safety Plan that provides policy and operational guidance for protecting the safety of Bloomington Transit customers and employees. Both of these plans will be produced with the assistance of planning consultants.

#### Responsible Agency and End Product(s):

- A. Bloomington Transit to produce an Asset Management Plan with the assistance of a consultant. *[Estimated Completion: Q4/FY18]*
- B. Bloomington Transit to produce a Safety Plan with the assistance of a consultant. *[Estimated Completion: Q4/FY18]*

## 504 Transit Ridership Counts

Bloomington Transit conducts annual transit ridership counts for all of its routes and services. This information aids in establishing annual passenger mile estimates for mass transit, in identifying facilities that are under or over utilized, and in the prioritization of capital improvements. The counts follow FTA guidelines which describe the methodology to estimate annual passenger miles based on data from a sample of randomly selected bus trips for Bloomington Transit fixed route and demand response service.

### Responsible Agency and End Product(s):

- A. Bloomington Transit to collect operating data required for estimates of annual passenger miles. *[Estimated Completion: Annually]*
- B. Bloomington Transit to report annual passenger mile data estimates for Bloomington Transit fixed route and demand response service. *[Estimated Completion: Annually]*

## Work Element 500 Budget

Task		FY 2017	FY 2018	Total
501	<b>Bicycle &amp; Pedestrian Coordination</b>			
	<i>Federal Share</i>	\$22,581	\$14,438	\$37,019
	<i>Local Share</i>	\$5,645	\$3,610	\$9,255
	<b>Total</b>	<b>\$28,226</b>	<b>\$18,048</b>	<b>\$46,274</b>
502	<b>Bicycle/Pedestrian Counts</b>			
	<i>Federal Share</i>	\$17,466	\$10,395	\$27,861
	<i>Local Share</i>	\$4,367	\$2,599	\$6,965
	<b>Total</b>	<b>\$21,833</b>	<b>\$12,993</b>	<b>\$34,826</b>
503	<b>Bloomington Transit Studies</b>			
	<i>Federal Share</i>	\$0	\$48,000	\$48,000
	<i>Local Share</i>	\$0	\$12,000	\$12,000
	<b>Total</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$60,000</b>
504	<b>Transit Ridership Counts</b>			
	<i>Federal Share</i>	\$3,200	\$2,640	\$5,840
	<i>Local Share</i>	\$800	\$660	\$1,460
	<b>Total</b>	<b>\$4,000</b>	<b>\$3,300</b>	<b>\$7,300</b>
<b>TOTAL FEDERAL SHARE</b>		\$43,247	\$75,473	\$118,720
<b>TOTAL LOCAL SHARE</b>		\$10,812	\$18,868	\$29,680
<b>TOTAL</b>		<b>\$54,059</b>	<b>\$94,341</b>	<b>\$148,400</b>

# Work Elements

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OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

600

**FY 2017 PEA**

*See Appendix  
E for detailed  
requirements.*

**601 Title VI Plans**

MPOs are asked to ensure that their local public agencies (LPAs) with projects in the Transportation Improvement Program (TIP) have complied with Title VI nondiscrimination requirements. MPOs should survey local governments to determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on the impacts of the LPA's programs and projects. The MPO should provide technical assistance to LPAs that do not have such plans in place. MPOs are expected to monitor Title VI status going forward and to move toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

**Responsible Agency and End Product(s):**

- A. MPO Staff to assist LPAs in complying with Title VI as part of TIP development process and in the development of Title VI Plans as needed.  
*[Estimated Completion: Q4/FY18]*

## 602 Coordinated Human Services Public Transit Plan

SAFETEA-LU created new funding opportunities for public transportation programs, including the Jobs Access Reverse Commute (JARC) program and the New Freedom program. MAP-21 has since eliminated those programs, but their eligible activities have been incorporated into the 5307 Urban Formula Grant Program. Certain eligibilities are also included in the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant program. In order for local transit operators to use these funding sources, any project proposed to be funded must be included in a locally developed Coordinated Human Services Public Transit Plan, which the MPO originally completed in 2007. A significant update to this plan was completed in February 2012. This update expanded the list of eligible transportation providers, identified new transportation needs in the community, and provided new strategies for addressing those needs. In Fiscal Years 2017 and 2018, MPO staff will continue to assist local transportation providers with the implementation of key projects outlined in the local Plan.

### Responsible Agency and End Product(s):

- A. MPO Staff to assist local transit and human services providers with the implementation of projects specified in the Coordinated Human Services Public Transit Plan. *[Estimated Completion: As needed]*

### FY 2017 PEA

*See Appendix E for detailed requirements.*

## OTHER PLANNING INITIATIVES & SPECIAL PROJECTS



## Work Element 600 Budget

Task		FY 2017	FY 2018	Total
601	Title VI Plans			
	Federal Share	\$10,309	\$3,098	\$13,407
	Local Share	\$2,577	\$774	\$3,352
	<b>Total</b>	<b>\$12,887</b>	<b>\$3,872</b>	<b>\$16,759</b>
602	Coordinated Human Services Public Transit Plan			
	Federal Share	\$10,309	\$2,734	\$13,043
	Local Share	\$2,577	\$684	\$3,261
	<b>Total</b>	<b>\$12,887</b>	<b>\$3,418</b>	<b>\$16,304</b>
<b>TOTAL FEDERAL SHARE</b>		\$20,618	\$5,832	\$26,450
<b>TOTAL LOCAL SHARE</b>		\$5,155	\$1,458	\$6,613
<b>TOTAL</b>		<b>\$25,773</b>	<b>\$7,290</b>	<b>\$33,063</b>

# Appendix A

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## MPO COMMITTEE MEMBERSHIP

## MPO Committee Membership

### Policy Committee

Member	Title	Representing
Kent McDaniel, <i>Chair</i>	Board of Directors Member	Bloomington Public Transportation Corporation
Lisa Ridge, <i>Vice Chair</i>	Director of Public Works	Monroe County
John Hamilton	Mayor	City of Bloomington
Andy Ruff	Common Council Member	City of Bloomington
Brad Wisler	Plan Commission Member	City of Bloomington
Adam Wason	Director of Public Works	City of Bloomington
Jason Banach	Director of Real Estate	Indiana University
Julie Thomas	County Commissioner	Monroe County
Geoff McKim	County Council Member	Monroe County
Kevin Robling	President, Plan Commission	Monroe County
Kevin Tolloty	Town Council Member ( <i>Designee</i> )	Town of Ellettsville
Sarah Ryterband	Chair, Citizens Advisory Committee	Citizens Advisory Committee
Tony McClellan	Deputy Commissioner	INDOT Seymour District
Mayela Sosa	Administrator, Indiana Division	Federal Highway Administration ( <i>non-voting</i> )
Marisol Simon	Administrator, Region V	Federal Transit Administration ( <i>non-voting</i> )

## MPO Committee Membership (cont.)

### Technical Advisory Committee

Member	Title	Representing
Andrew Cibor, <i>Chair</i>	Transportation & Traffic Engineer	City of Bloomington
Jane Fleig, <i>Vice Chair</i>	Assistant Engineer, Utilities Department	City of Bloomington
Lew May	General Manager	Bloomington Transit
David Walter	Vice Chair, CAC	Citizens Advisory Committee
Dave Williams	Director of Operations, Parks Department	City of Bloomington
Terri Porter	Director, Planning & Transportation Dept.	City of Bloomington
Jeff Underwood	Controller	City of Bloomington
Laura Haley	GIS Coordinator	City of Bloomington
Joe VanDeventer	Assistant Street Superintendent	City of Bloomington
Catherine Smith	Auditor	Monroe County
Chuck Stephenson	Administrator, Parks Department	Monroe County
Larry Wilson	Director, Planning Department	Monroe County
Kurt Babcock	GIS Coordinator	Monroe County
S. Bruce Payton	Executive Director, Monroe County Airport	Monroe County Airport
Chris Ciolli	Director of Building Operations	Monroe County Community Schools Corp.
Mike Wilcox	Superintendent	Richland-Bean Blossom Comm. Schools Corp.
Chris Meyers	Manager	Rural Transit
Mike Cornman	Street Department	Town of Ellettsville
Kevin Tolloty	Director, Planning Department	Town of Ellettsville
Perry Maull	Operations Director, IU Transportation	Indiana University
Paul Satterly	Assistant Highways Director	Monroe County
Jim Ude	District Planning & Programming Director	Indiana Department of Transportation
Emmanuel Nsonwu	Transportation Planner/MPO Liaison	Indiana Department of Transportation
Brian Jones	Project Manager, Transit	Indiana Department of Transportation
Reggie Arkell	Region 5	Federal Transit Administration ( <i>non-voting</i> )
Antoni	Indiana Division	Federal Highway Administration ( <i>non-voting</i> )

## MPO Committee Membership (cont.)

### Citizens Advisory Committee

Member	Representing
Sarah Ryterband, <i>Chair</i>	Prospect Hill Neighborhood
David Walter, <i>Vice Chair</i>	Sixth & Ritter Neighborhood
Paul Ash	McDoel Gardens Neighborhood
Nick Carder	Citizen
Laurel Cornell	Prospect Hill Neighborhood
Mary Jane Hall	Bloomington Board of Realtors
Lillian Henegar	Citizen
Joan Keeler	Citizen

## MPO Committee Membership (cont.)

### MPO Staff

Name	Position
Joshua Desmond, AICP	MPO Director
Scott Robinson, AICP	Planning Services Manager
Pat Martin	Senior Transportation Planner
Beth Rosenbarger, AICP	Bicycle & Pedestrian Coordinator
Paul Kehrberg	Planning Technician
TBD	Administrative Assistant

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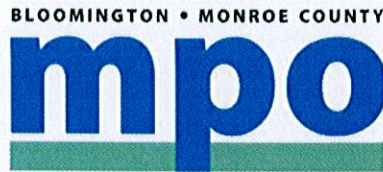
# Appendix B

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## TRANSIT OPERATOR LOCAL MATCH ASSURANCE



## Transit Operator Local Match Assurance



### FY 2017-2018 Federal Highway Administration (FHWA) Planning Funds (PL) and Federal Transit Administration (FTA) Section 5303 Planning Funds:

The City of Bloomington Public Transportation Corporation (hereinafter referred to as the “Transit Provider”) HEREBY GIVES ITS ASSURANCES THAT the local matching requirements for its FY 2017-2018 FHWA and FTA grants shall be met. The MPO is requesting FHWA and FTA Planning grant funds totaling \$524,504, requiring \$131,126 local match. As specified in the FY 2017-2018 Unified Planning Work Program (UPWP), the Transit Provider shall be responsible for \$53,280 of the total grant, requiring \$13,320 in local match for the following UPWP elements:

- 1) 503(A) – Asset Management Plan
- 2) 503(B) – Safety Plan
- 3) 504(A) – Annual Passenger Count Data Collection
- 4) 504(B) – Annual Passenger Count Report

6/8/16  
Date

Bloomington Public Transportation Corporation  
Legal Name of Applicant

Lew May  
By:  
Lew May  
General Manager  
Bloomington Transit

# Appendix C

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## ABBREVIATIONS

## Abbreviations

<b>3-C</b>	Continuing, Comprehensive, and Cooperative Planning Process
<b>ADA</b>	Americans with Disabilities Act
<b>BBPSC</b>	Bloomington Bicycle and Pedestrian Safety Commission
<b>CAC</b>	Citizens Advisory Committee
<b>EJ</b>	Environmental Justice
<b>FAST</b>	Fixing America's Surface Transportation Act
<b>FHWA</b>	Federal Highway Administration
<b>FTA</b>	Federal Transit Administration
<b>FY</b>	Fiscal Year (July 1 through June 30)
<b>HPMS</b>	Highway Performance Monitoring System
<b>HSIP</b>	Highway Safety Improvement Program
<b>INDOT</b>	Indiana Department of Transportation
<b>INSTIP</b>	Indiana State Transportation Improvement Program
<b>ITS</b>	Intelligent Transportation System
<b>IU</b>	Indiana University
<b>LPA</b>	Local Public Agency
<b>MAP-21</b>	Moving Ahead for Progress in the 21st Century
<b>MCCSC</b>	Monroe County Community School Corporation
<b>MPO</b>	Metropolitan Planning Organization
<b>MTP</b>	Metropolitan Transportation Plan
<b>PDP</b>	Program development Process
<b>PL</b>	Planning
<b>SAFETEA-LU</b>	Safe, Affordable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
<b>STP</b>	Surface Transportation Program
<b>TAP</b>	Transportation Alternatives Program
<b>TAC</b>	Technical Advisory Committee
<b>TEA-21</b>	Transportation Equity Act for the 21st Century
<b>TIP</b>	Transportation Improvement Program
<b>UPWP</b>	Unified Planning Work Program
<b>VMT</b>	Vehicle Miles of Travel

# Appendix D

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**BMCMPO METROPOLITAN PLANNING AREA MAP**

## Bloomington/Monroe County MPO

# Appendix E

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## PLANNING EMPHASIS AREAS

## Planning Emphasis Areas



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

**Indiana Division**

January 27, 2016

575 N. Pennsylvania St, Room 254  
Indianapolis, IN 46204  
317-226-7475  
317-226-7341

In Reply Refer To:  
HDA-IN

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highways Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for the FY 2017 to be addressed in the metropolitan planning organizations' (MPOs') and the Indiana Department of Transportation's (INDOT's) future work programs. The purpose of the PEAs is to focus our efforts on implementing the programs and reforms of Moving Ahead for Progress in 21<sup>st</sup> Century Act (MAP-21). We anticipate information will be rolled out on Fixing America's Surface Transportation Act (FAST Act).

The FY 2017-PEAs are:

- Title VI Program Management
- Performance-based planning measures and targets
- Ladders of Opportunity
- Program Highway Safety Improvement Program (HSIP) funds for safety planning activities and/or identify low cost systemic use of HSIP funds

**Title VI Program Management** – When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) complies with their Title VI nondiscrimination requirements. MPOs should survey local governments and determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO's nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.



## Planning Emphasis Areas (cont.)

2

**Performance base planning measures and targets** – MAP-21 requires INDOT and the MPO to implement performance-based plans and programs, as well as the formal use of performance measures. Several final rulemakings are anticipated in 2016. INDOT and the MPOs should work cooperatively together to set performance measures and targets.

**Ladders of Opportunity** – As part of the planning process, we continue to encourage INDOT and MPOs to create better connected communities to centers of employment, education, and healthcare services, especially for non-drivers in distressed areas. There is a need to identify criteria for underserved populations and essential services and map connectivity and identify if gaps exist. Underserved populations are low income, minorities, elderly, Limited English Proficient (LEP) individuals, persons with disabilities. Transportation services, such as transit, bicycle routes, etc., should be overlayed for the underserved populations to essential services such as, health care facilities, schools, supermarkets, employment centers, voting/polling places, courthouses, recreational areas, bureau of motor vehicles, etc. Finally, analyze the existing facilities and identify where there are planned projects or identify opportunities for potential projects.

**Program HSIP funds for safety planning activities and/or identify low cost systemic use of HSIP funds** – FHWA and INDOT have provided guidance and will continue to expand guidance on options for use of HSIP to MPOs and local agencies that will result in eligible safety projects. FHWA reminds MPOs that up to 15% of the HSIP funds can be programmed for planning purposes for activities like Road Safety Audits and safety data collection and analysis.

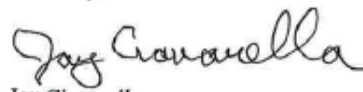
If you have any questions, please contact either me or your FHWA Planning and Environmental Specialist.

Sincerely,



Joyce E. Newland  
Planning Program Manager  
FHWA Indiana Division

Sincerely,



Jay Ciavarella  
Director, Office of Planning & Program Development  
FTA Region V

cc:

Indiana MPO Council  
Roy Nunnally, INDOT



## Planning Emphasis Areas (cont.)



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

**Indiana Division**

575 N. Pennsylvania St, Room 254  
Indianapolis, IN 46204  
317-226-7475  
317-226-7341

January 30, 2017

In Reply Refer To:  
HDA-IN

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) are issuing its annual planning emphasis areas (PEAs) for FY 2018. The PEAs will need to be addressed in the metropolitan planning organizations' (MPOs') and the Indiana Department of Transportation's (INDOT's) future work programs. The purpose of the PEAs is to focus our efforts on implementing the final rulemakings for Moving Ahead for Progress in 21<sup>st</sup> Century Act (MAP-21) and Fixing America's Surface Transportation Act (FAST Act).

The FY 2018 PEAs are:

- Implementing the National Transportation Performance Management final rulemakings and final planning regulation
- Continuing compliance efforts for Title VI Program Management

As you know, FHWA and FTA published the final rule for *Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Regulation* on May 27, 2016 which updates the regulations to reflect the passage of MAP-21 and the FAST Act. Accordingly, the final rule establishes that the statewide and metropolitan transportation planning processes must provide for the use of a performance based approach to decision-making in support of the national goals described in 23 USC 150(b) and the general purposes described in 49 USC 5301. INDOT, the MPOs, and the operators of public transportation must together establish targets in key national performance areas, coordinate the targets that they set for key areas, including data collection, and describe the anticipated effect of their respective transportation improvement plans and programs toward achieving their targets.

The final planning rule has a phase-in requirement of two years from the date of the published rule (see 23 CFR 450.226 and 23 CFR 450.340). Prior to May 27, 2018, INDOT and the MPOs may respectively adopt a long-range statewide transportation plan, Metropolitan Transportation Plans (MTPs), Statewide Transportation Improvement Program (STIP) and Transportation Improvement Programs (TIPs) using the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requirements. On or after May 27, 2018, FHWA and FTA may only approve a STIP update or amendment that has been developed

## Planning Emphasis Areas (cont.)

2

according to the provisions and requirements of this regulation, regardless of when the INDOT developed the STIP.

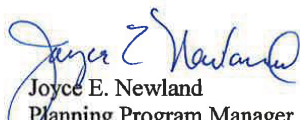
The new planning rule add new section, 23 CFR 450.314(h), that requires the MPOs, INDOT, and the operators of public transportation to jointly agree and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking the progress toward attainment of critical outcomes for the regions of the MPOs, (see 23 CFR 450.306(d)) and the collection of data for the state asset management plan for the National Highway System. INDOT and the MPOs can decide to either update their planning Memorandums of Agreements (MOAs) or some other means outside of the MOAs to adhere to this new rule.

**National Performance Management Measures** – All of the National Performance Measures for key areas such as safety, infrastructure conditions, congestion, system reliability, emissions, freight movement, as well as public transit safety and state-of-good repair have been issued. As referenced above, the INDOT and the MPOs must work cooperatively together to set performance measures and targets. We commend INDOT and the MPOs for establishing a committee to set safety targets and recommend this format be continued for the other performance areas.

**Title VI Program Management** – We continue our emphasis on the Title VI Program Management. When considering federal-aid highway funding for a local transportation project, the MPOs need to be able to ensure the Local Public Agencies (LPAs) complies with their Title VI nondiscrimination requirements. MPOs should survey local governments and determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on impacts from the LPA's programs and projects. If a plan is not in place with the project sponsor (a city, town, or county) steps should be taken to provide technical assistance for the development and implementation of such a plan. Please contact FHWA or INDOT for any training needs. This will have the effect of better ensuring that programs and projects adhere to the principles of nondiscrimination, as well as making the MPO's nondiscrimination self-certifications accurate. The FHWA expects INDOT and the MPOs to monitor Title VI plan implementation and begin moving toward limiting funding to those entities that are not meeting their requirements as federal-aid recipients.

If you have any questions, please contact either me, your FHWA Planning and Environmental Specialist, or Susan Weber, FTA Community Planner, at (312) 353-3888.

Sincerely,



Joyce E. Newland  
Planning Program Manager  
FHWA Indiana Division

Sincerely,



Jay Ciavarella  
Director, Office of Planning & Program Development  
FTA Region V

## Planning Emphasis Areas (cont.)

3

**ecc:**  
Indiana MPO Council  
Roy Nunnally, INDOT  
Larry Buckel, INDOT  
Susan Weber, FTA

# Appendix F

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## ADOPTION RESOLUTIONS

## Adoption Resolutions



*Bloomington/Monroe County Metropolitan Planning Organization*

### **ADOPTION RESOLUTION FY 2016-10**

**RESOLUTION ADOPTING THE FISCAL YEAR 2017-2018 UNIFIED PLANNING WORK PROGRAM** as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization on June 3, 2016.

**WHEREAS**, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is the organization designated by the Governor of Indiana as the Metropolitan Planning Organization responsible for carrying out, with the State of Indiana, the provisions of 23 U.S.C. 134, and capable of meeting the requirements thereof for the Bloomington, Indiana urbanized area; and

**WHEREAS**, The BMCMPPO must develop and adopt a Unified Planning Work Program (UPWP) detailing all planning activities that are anticipated in the MPO urbanized area over the next programming years and document the work that will be performed with federal highway and transit planning funds; and

**WHEREAS**, the work conducted to create the Unified Planning Work Program was performed under Element 1.0 of the Fiscal Years 2015-2016 Unified Planning Work Program

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

- (1) The Bloomington/Monroe County Metropolitan Planning Organization hereby adopts the Fiscal Year 2017-2018 Unified Planning Work Program; and
- (2) That the adopted document shall be forwarded to all relevant public officials and government agencies, and shall be available for public inspection during regular business hours at the City of Bloomington Planning Department, located in the Showers Center City Hall at 401 North Morton Street, Bloomington, Indiana.

PASSED AND ADOPTED by the Policy Committee upon this 3<sup>rd</sup> day of June 2016.

Kent McDaniel  
Chair, Policy Committee

Attest: Josh Desmond  
Director, BMCMPPO

## Adoption Resolutions (cont.)



Bloomington/Monroe County Metropolitan Planning Organization

### ADOPTION RESOLUTION FY 2017-04

**RESOLUTION AMENDING THE FISCAL YEAR 2017-2018 UNIFIED PLANNING WORK PROGRAM** as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization on November 4, 2016.

**WHEREAS**, the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is the organization designated by the Governor of Indiana as the Metropolitan Planning Organization responsible for carrying out, with the State of Indiana, the provisions of 23 U.S.C. 134, and capable of meeting the requirements thereof for the Bloomington, Indiana urbanized area; and

**WHEREAS**, The BMCMPPO must develop and adopt a Unified Planning Work Program (UPWP) detailing all planning activities that are anticipated in the MPO urbanized area over the next programming years and document the work that will be performed with federal highway and transit planning funds; and

**WHEREAS**, the work conducted to create the Unified Planning Work Program was performed under Element 1.0 of the Fiscal Years 2015-2016 Unified Planning Work Program

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

- (1) The Bloomington/Monroe County Metropolitan Planning Organization hereby amends the Fiscal Year 2017-2018 Unified Planning Work Program to update the budget as shown in the table below and described in the amended UPWP document; and

	Work Element	Federal	Local	Total
<b>100</b>	<b>Administration &amp; Public Participation</b>			
	FY 2017	\$171,139	\$42,785	\$213,923
	FY 2018	\$87,275	\$21,819	\$109,094
<b>200</b>	<b>Data Collection &amp; Analysis</b>			
	FY 2017	\$69,427	\$17,357	\$86,783
	FY 2018	\$34,254	\$8,564	\$42,818
<b>300</b>	<b>Short Range Planning &amp; Management Systems</b>			
	FY 2017	\$130,656	\$32,664	\$163,320
	FY 2018	\$58,617	\$14,654	\$73,271
<b>400</b>	<b>Long Range Planning</b>			
	FY 2017	\$60,102	\$15,026	\$75,128
	FY 2018	\$800	\$200	\$1,000
<b>500</b>	<b>Transit &amp; Active Transportation</b>			
	FY 2017	\$43,247	\$10,812	\$54,059
	FY 2018	\$75,473	\$18,868	\$94,341
<b>600</b>	<b>Other Planning Initiatives &amp; Special Projects</b>			
	FY 2017	\$20,618	\$5,155	\$25,773
	FY 2018	\$5,832	\$1,458	\$7,290
	<b>TOTAL</b>			
	FY 2017	\$495,189	\$123,797	\$618,987
	FY 2018	\$262,252	\$65,563	\$327,815
	<b>TOTAL</b>	<b>\$757,441</b>	<b>\$189,360</b>	<b>\$946,801</b>

- (2) Amends Work Element 304 of the FY 2017-2018 UPWP to require 5 year Pavement Management Plans to be produced by the LPAs as funded by the UPWP; and

## Adoption Resolutions (cont.)



*Bloomington/Monroe County Metropolitan Planning Organization*

- (3) That the adopted document shall be forwarded to all relevant public officials and government agencies, and shall be available for public inspection during regular business hours at the City of Bloomington Planning Department, located in the Showers Center City Hall at 401 North Morton Street, Bloomington, Indiana.

PASSED AND ADOPTED by the Policy Committee upon this 4<sup>th</sup> day of November 2016.

A handwritten signature in black ink, appearing to read "Kent McDaniel", written over a horizontal line.

Kent McDaniel  
Chair, Policy Committee

A handwritten signature in black ink, appearing to read "Joshua 6 Desmond", written over a horizontal line.

Attest: Joshua Desmond, AICP,  
Director, BMCMPPO

## Adoption Resolutions (cont.)



## MEMORANDUM

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To: MPO Technical and Citizens Advisory Committees  
From: Joshua Desmond, AICP  
BMCMPPO Director  
Date: May 18, 2017  
Re: BBC Request for Support for Bike/Ped Bridge over I-69

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### **Overview**

The Bloomington Bicycle Club (BBC) has long advocated for the construction of a bicycle and pedestrian only bridge over the I-69 corridor. Please see the attached letter from the BBC explaining their rationale for such a project. The BBC is coming before the MPO to request its support for funding, designing, and constructing this bridge. A presentation outlining the specifics of the bridge proposal is also attached to this memo.

### **Requested Action**

The TAC and CAC should make recommendations to the Policy Committee about whether the Policy Committee should pass a resolution of support for this endeavor.



TO: Bloomington Metropolitan Planning Organization (MPO) Policy Committee

FROM: Bloomington Bicycle Club (BBC)

RE: Bike/Pedestrian Bridge over I-69 between 2nd Street and 3rd Street

DATE: February xx, 2017

The Bloomington Bicycle Club (BBC) hereby requests that the Bloomington MPO Policy Committee officially supports the creation of a bike/pedestrian bridge over I-69 between 2nd St and 3rd St interchange.

As the MPO well knows, the construction of I-69 in southern Indiana has quite a long history and will soon be culminating with section 6 at its funding stage. Upon study of previous documents regarding Bloomington, there had always been a promise of a stand-alone bike/pedestrian bridge over I-69 to link the western metropolitan Bloomington area with the city of Bloomington. In fact, a previous mayor of Bloomington came to our club about studying this endeavor some fifteen to twenty years ago. The BBC feels that it is unfortunate that a bike/pedestrian bridge was not included in the final design of section 5 of I-69.

There has always been public support for this bike/pedestrian bridge throughout our metropolitan area with political support from many of our city council members, county council members, and state legislators as evidenced by a dinner meeting hosted by the BBC in April of 2014. At this meeting it was suggested by INDOT representatives that this bike/pedestrian bridge could be pursued after section 5 of I-69 is completed and there is "connectivity". The city of Bloomington has now completed the multi-use path on West Second Street from Adams St to the I-69 interchange. Monroe County's planning includes a multi-use path on Liberty St. Sharrows or bike lanes on the apartment arteriole Basswood Rd could complete this "connectivity".

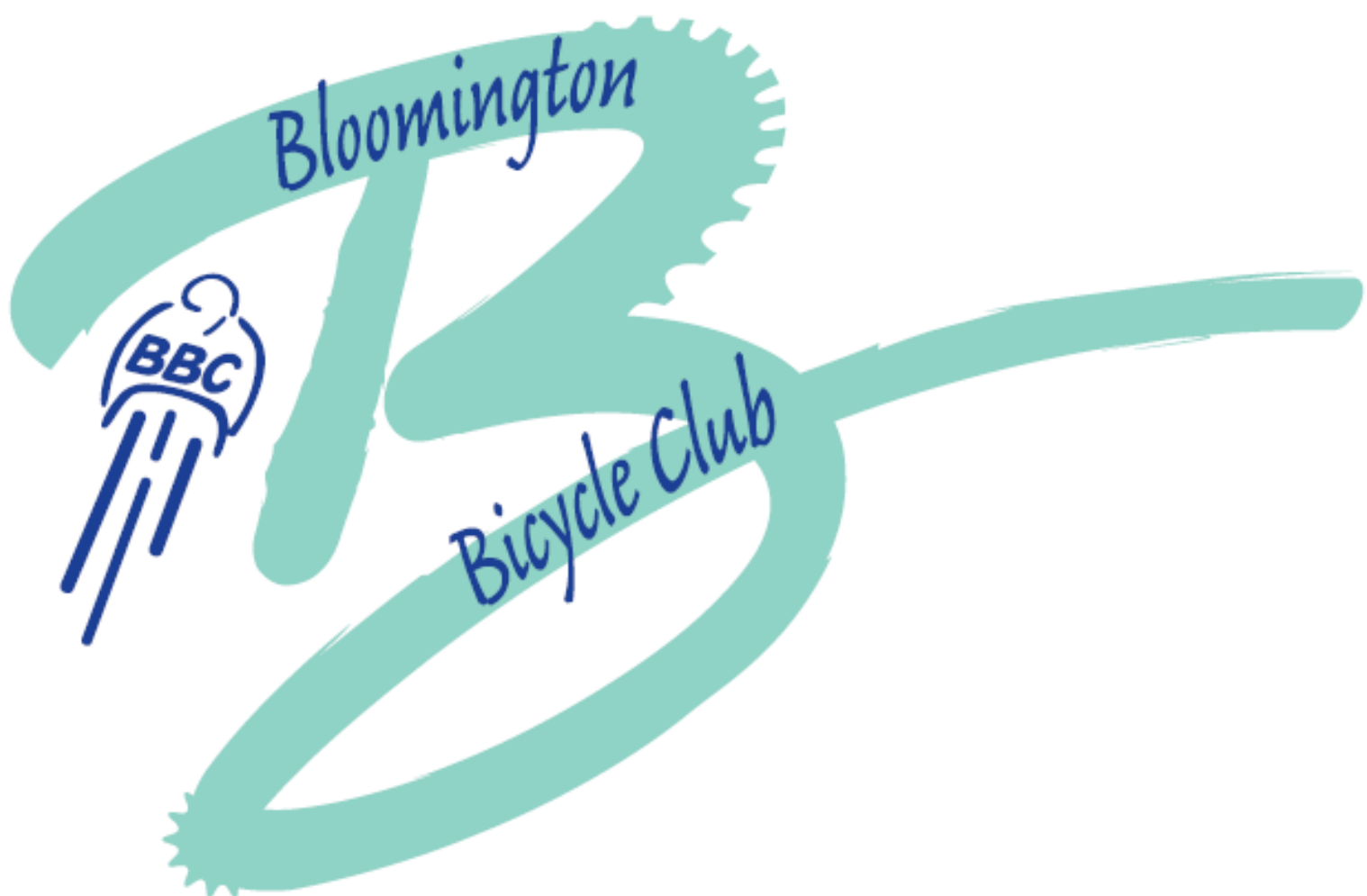
The BBC feels that a centrally located bike/pedestrian bridge would be an integral alternative transportation link for the Bloomington metropolitan area. The BBC also feels that the bicycle facilities to be built for section 5, I-69 are inadequate with regard to the safety of Monroe County's citizens. The BBC had an open house in April of 2016 and has gathered about 500 signatures of Monroe County citizens supporting this bike/pedestrian bridge. The BBC will continue this public petition support campaign in all of 2017.

Now is the time that this bike/pedestrian bridge starts its new journey to realization. The BBC recognizes that existing MPO funding streams such as Transportation Alternatives are insufficient for a project of this magnitude. Independent funding would have to be sought so as to have the flexibility of working outside the MPO. However, we ask that the Bloomington MPO issue a resolution to support this multi-governmental attempt to fund, design, and construct this bike/pedestrian bridge by the city of Bloomington and Monroe County.

Sincerely,

Jim Schroeder

President of Bloomington Bicycle Club



Bloomington



Bicycle Club



# A BIKE / PEDESTRIAN OVERPASS OF I-69 BLOOMINGTON, INDIANA

(Bike/Ped Overpass of Natchez Trace, Jackson, Mississippi)

# BLOOMINGTON, INDIANA

## “Bicycle Heaven of Indiana”

- Little 500
- Hilly Hundred
- Mountain Biking at Brown County State Park
- Striving to be Platinum
- Sustainability and Connectivity

# BLOOMINGTON, INDIANA

WE

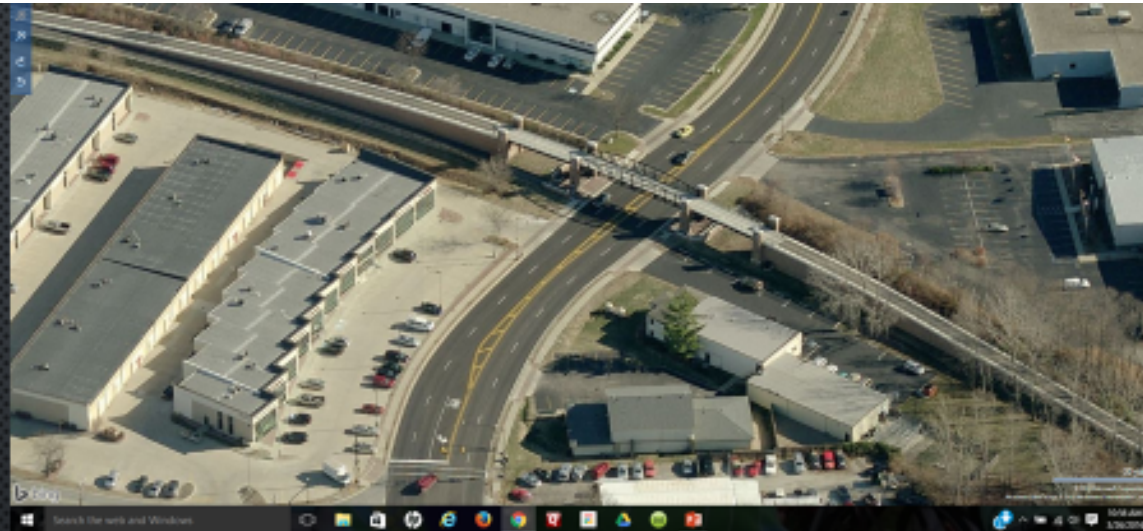
deserve

a bike / pedestrian bridge

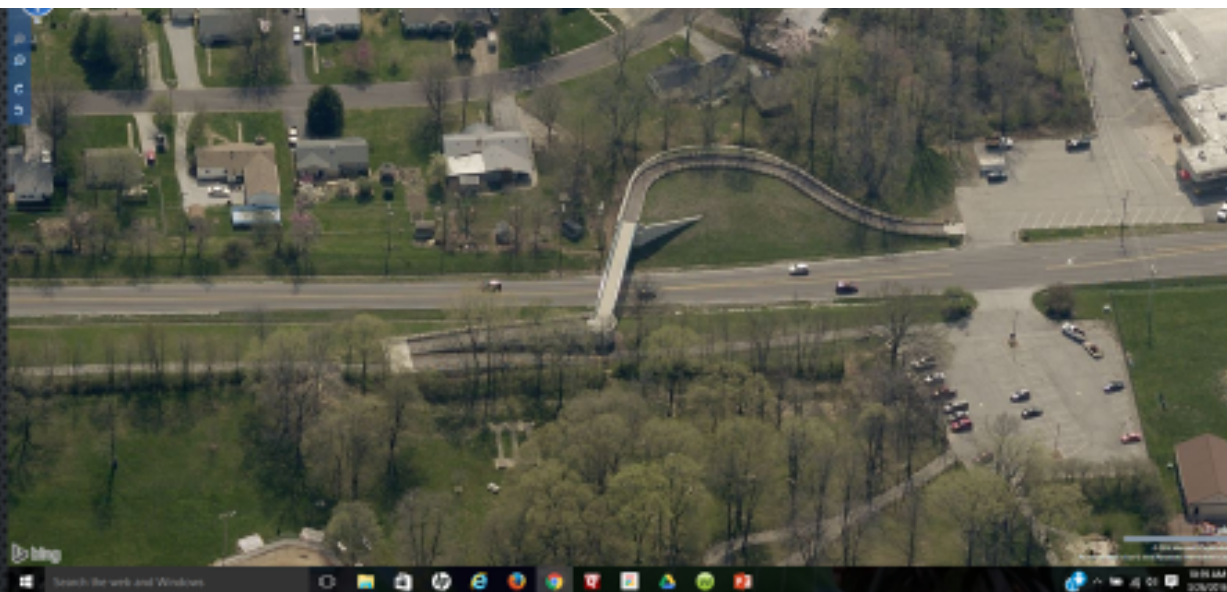
over I-69



# NEARBY BIKE/PED BRIDGES



CARMEL, INDIANA  
WEST CARMEL DRIVE  
COST (2009): \$3.5 MILLION  
80% FEDERAL, 20% LOCAL



GREENWOOD, INDIANA  
SMITH VALLEY ROAD  
COST (2010): \$1.3 MILLION  
FEDERALLY FUNDED





HAMMOND, INDIANA  
LAKE GEORGE – WHITING LAKEFRONT  
COST (2012): \$4.1 MILLION



COLUMBUS, OHIO  
BLACKLICK TRAIL OVER US-33  
COST (2011): \$2.05 MILLION





ORANGE TOWNSHIP – US-23  
COLUMBUS, OHIO  
COST (2014): \$2.2 MILLION



MARYSVILLE, OHIO  
US-33  
COST (2015): \$1.6 MILLION





MILWAUKEE, WISCONSIN  
MCKINLEY PARK LAKEFRONT  
2007



## RIDGELAND, MISSISSIPPI MADISON ST & RAILROAD OVERPASS

# I-69 Indianapolis to Evansville



- Officially proposed in 1990
- 2003 – City of Bloomington asks BBC to look into a bike bridge over IN-37. BBC has studied and advocated a bike/ped bridge since.

# NOW

- I-69, Section 5 – such a history of controversy
- We are all moving on with I-69 and patiently waiting for completion



# HOW I-69 WILL AFFECT ALTERNATIVE TRANSPORTATION

- Closing of county roads, and limited overpasses
- Dangerous interchanges
- Addition of access roads to interchanges
- Addition of bike facilities



- 3<sup>rd</sup> St / SR 48 and 2<sup>nd</sup> St / SR 45 interchanges enhanced to include bike facility on north side
- BBC's view – dangerous and won't be used by majority of bicyclists and pedestrians



# **BLOOMINGTON BICYCLE CLUB**

- COMMITTED TO CONTRIBUTING A SIGNIFICANT PORTION OF OUR ASSETS TO INSPIRE OTHER LOCAL NON-PROFITS, BUSINESSES, AND BENEFACTORS.
- HALF OUR ASSETS OR \$100,000

**WHY DOES**

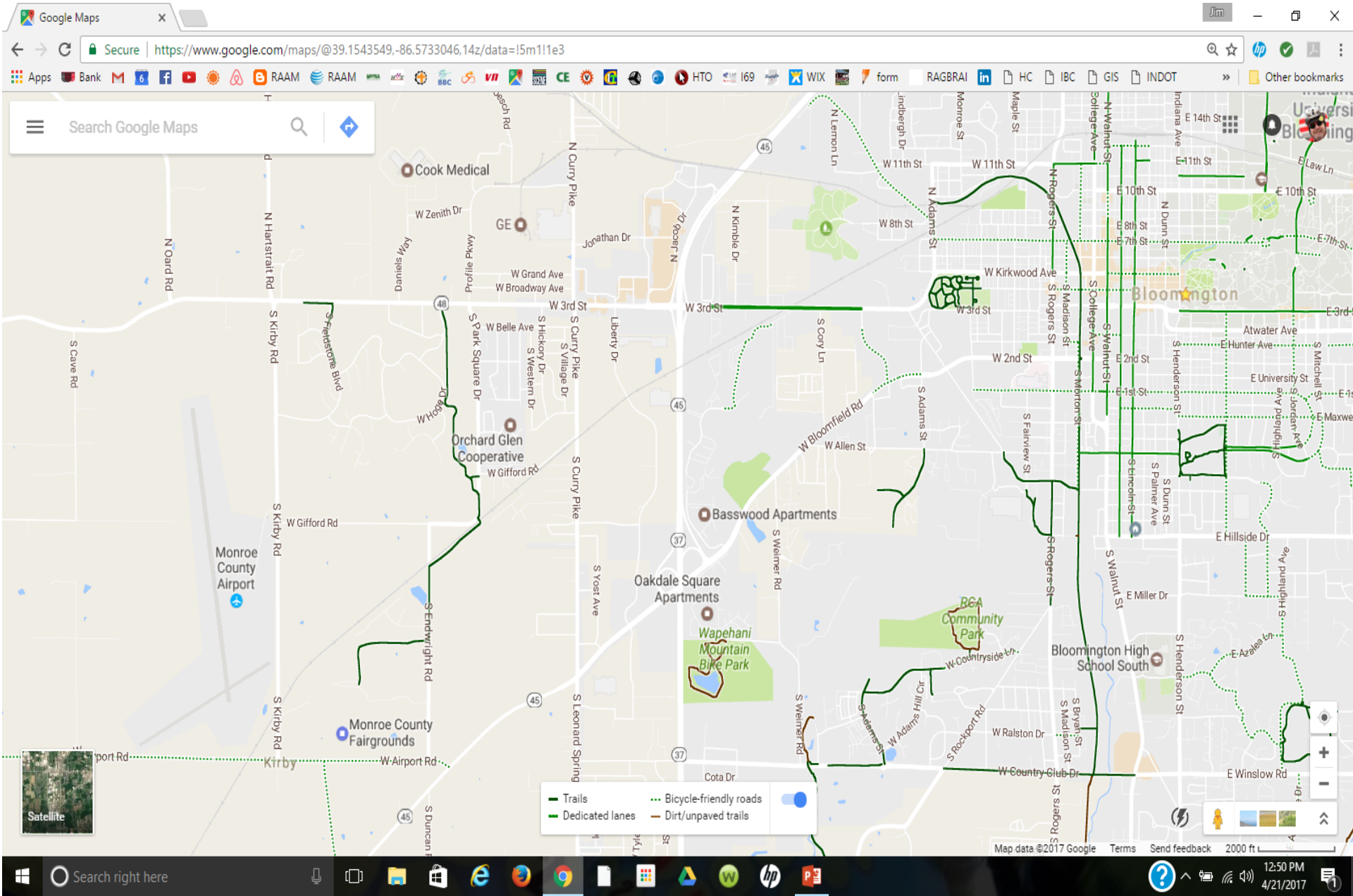
**BLOOMINGTON**

**NEED**

**A BIKE / PED BRIDGE**

**OVER I-69?**

# SHOPPING, RECREATION, EMPLOYERS, SCHOOLS





# MANY APARTMENT COMPLEXES EAST OF I-69





# RESIDENTIAL AREAS ON WEST SIDE OF I-69



# ACTIVE RAILROAD I-69 CROSSINGS

between 2<sup>nd</sup> & 3<sup>rd</sup>



between 3<sup>rd</sup> & Vernal





# KARST FARM GREENWAY CONNECTOR



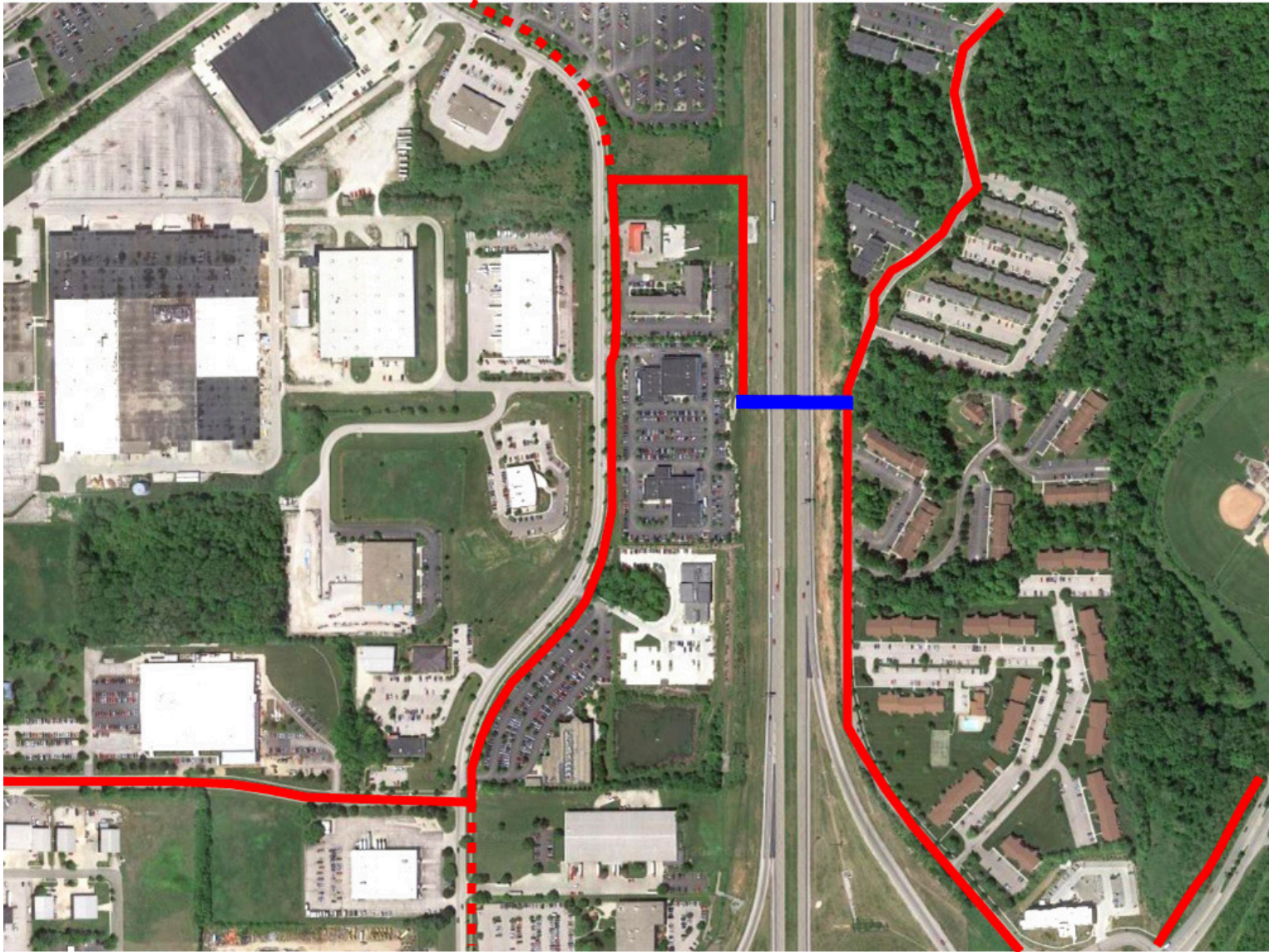


# LIBERTY DR CONNECTOR FROM THE WEST



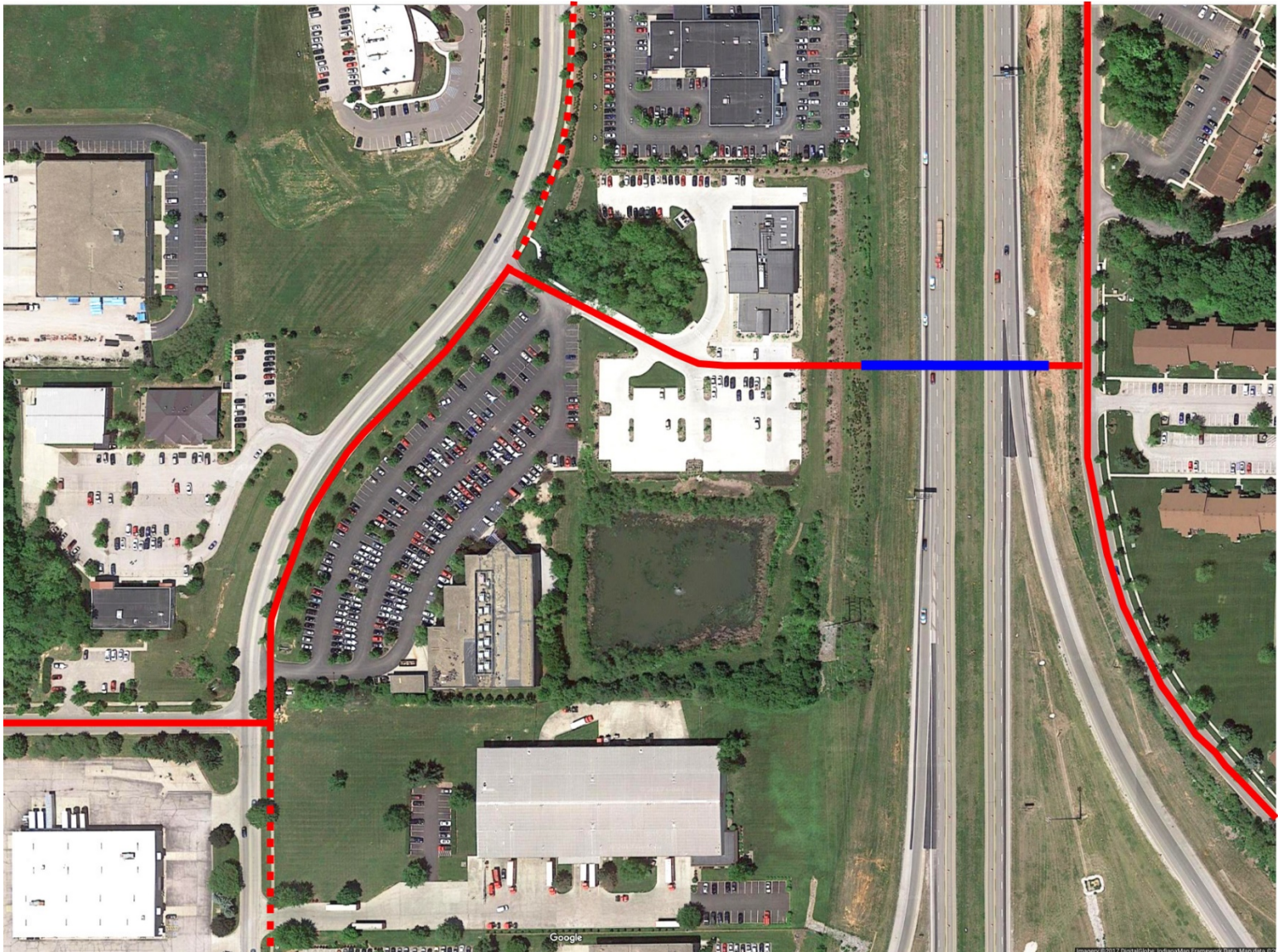


# DRY DETENTION BASIN CONNECTOR



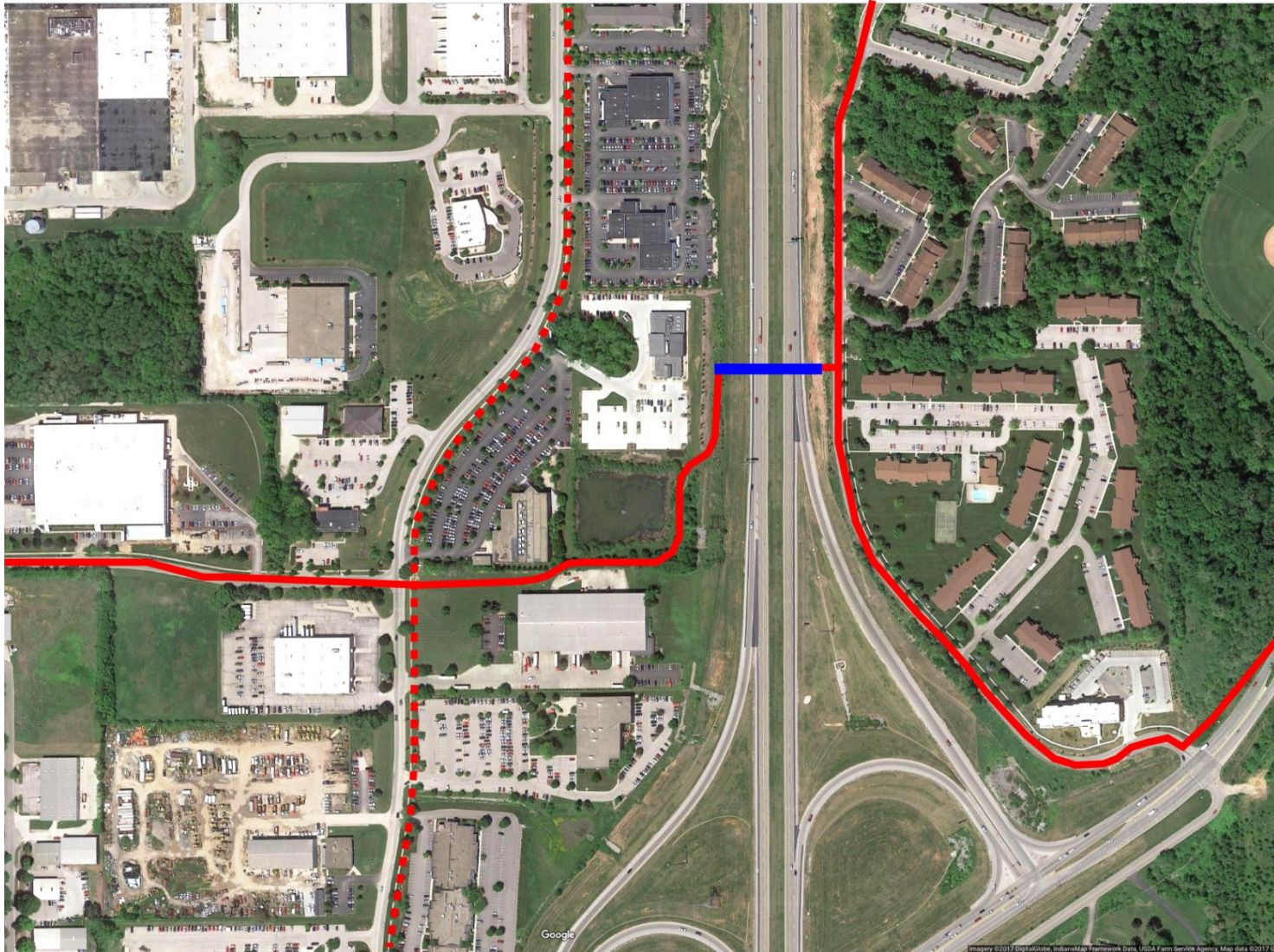


# BIOLIFE CONNECTOR TO BIKE/PED BRIDGE





# COKE/AUTHOR-HOUSE/BIO LIFE CONNECTOR



[illegible]



