



CITIZENS ADVISORY COMMITTEE

September 18, 2019

6:30 – 8:00 p.m.

McCloskey Room (#135)

*Suggested
Time:*

~6:30 p.m.

- I. Call to Order and Introductions
- II. Approval of Minutes:
- III. Communications from the Chair and Vice Chair
- IV. Reports from Officers and/or Committees
- V. Reports from Staff

~6:45 p.m.

- VI. Old Business
 - a. BMCMPPO Bylaws Update*
- VII. New Business
 - a. FY 2020 – 2024 Transportation Improvement Program Amendments*
 - (1) INDOT DES#1801087 - SR446 HMA Overlay from 7.83 miles N. of SR58 (Chapel Hill Road) to 0.98 miles S of SR46 (E. Moores Pike)
 - (2) Rural Transit Projects - DES# 1902111 – Replacement of two (2) Low Floor Mini-Vans (LFMV) and replacement of four (4) <30' Transit Vehicles
- VIII. Communications from Committee Members and the public (*non-agenda/non-voting items*)
 - a. Topic suggestions for future agendas
- IX. Upcoming Meetings
 - a. Policy Committee – October 11, 2019 at 1:30 p.m. (Council Chambers)
 - b. Technical Advisory Committee – October 23, 2019 at 10:00 a.m. (McCloskey Room)
 - c. Citizens Advisory Committee – October 23, 2019 at 6:30 p.m. (McCloskey Room)

~8:00 p.m.

Adjournment

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

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

Suggested Readings: https://www.governing.com/news/headlines/Short-trips-favor-E-scooters-and-e-bikes-over-Cars.html?utm_term=Short%20Trips%20Favor%20E-Scooters%20and%20E-Bikes%20Over%20Cars&utm_campaign=Lights%20Out&utm_content=email&utm_source=Act-On+Software&utm_medium=email



CITIZENS ADVISORY COMMITTEE – MINUTES

August 28, 2019

6:30 – 8:00 p.m.

McCloskey Room (#135)

*Suggested
Time:*

~6:30 p.m.

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.

Members present: Sarah Ryterband, John Kennedy, Mary Jane Hall, Mary Ann Williams, Paul Ash

Staff present: Ryan Clemens, Pat Martin

I. Call to Order and Introductions

II. Approval of Minutes:

a. The June 28th meeting minutes were distributed but not approved.

III. Communications from the Chair and Vice Chair

a. Sarah noted the appointment of a new FHWA planning representative to the BMCMPPO (Erica Tait) and her attendance at today's TAC meeting. David Walter is home and welcomes calls/emails.

~6:45 p.m.

IV. Reports from Officers and/or Committees

a. None at this time

V. Reports from Staff

a. IU Health Bloomington – Executive staff shall make a BMCMPPO Policy Committee presentation on September 13th.

b. FY 2019 Annual Listing of Obligated Projects – Staff distributed the BMCMPPO FY 2019 Annual List of Obligated Projects for the Indiana Department of Transportation, Monroe County, Ellettsville, the City of Bloomington, and the BMCMPPO. The Annual Listing is posted on the BMCMPPO website under the Transportation Improvement Program.

VI. Old Business

~8:00 p.m.

VII. New Business

a. FY 2020 – 2024 Transportation Improvement Program Amendments

(1) INDOT Projects

(a) DES# 1900098 – SR46 Bridge superstructure replacement 6.04 miles W of SR37 @ Jacks Defeat Creek WBL

(b) DES# 1800371 – SR37 Intersection improvement with added turn lanes at intersection with Dillman Road in Bloomington

(c) DES# 1900331 – SR46 HMA overlay, structural from SR446 to West junction of SR135

(d) DES# 1900710 – SR46 Bridge thin deck overlay 0.75 miles West of SR37, EBL over Center Fork Stout Creek

(e) DES# 1900711 – SR46 Bridge thin deck overlay 0.75 miles West of SR37, WBL over Center Fork Stout Creek

(f) DES# 1900717 – SR46 Bridge thin deck overlay 1.49 miles West of SR37, EBL over West Fork Stout Creek

- (g) DES# 1900718 – SR46 Bridge thin deck overlay 1.49 miles West of SR37, WBL over West Fork Stout Creek
- (h) DES# 1902018 – Raised Pavement Markings at various locations in the Seymour District
 - ** Mary Jane Hall moved to approve all INDOT projects as presented. Paul Ash seconded. The motion passes by a voice vote.

(2) Monroe County Projects

- (a) DES# 1900405 – Karst Farm Greenway - Connector Trail
 - ** Paul Ash moved to approve the Karst Farm Greenway Connector Trail project as presented. Mary Jane Hall seconded. The motion passes by a voice vote.
- b. BMCMPPO Bylaws Update – Staff distributed copies of suggested updates to the 2009 Bylaws, and requested a close review with recommendations for the next CAC meeting pending distribution/review by the Technical Advisory and Policy Committees.

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

- a. Topic suggestions for future agendas

IX. Upcoming Meetings

- a. Policy Committee – August 9, 2019 at 1:30 p.m. (Council Chambers)
- b. Technical Advisory Committee – August 28, 2019 at 10:00 a.m. (McCloskey Room)
- c. Citizens Advisory Committee – August 28, 2019 at 6:30 p.m. (McCloskey Room)

Adjournment

BACKGROUND

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

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

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

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

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

PREAMBLE

The following constitutes the bylaws, procedures, and responsibilities which shall serve to establish, organize, and guide the proper functioning of the Bloomington-Monroe County Metropolitan Planning Organization.

This organization shall be responsible for fulfilling the requirements of the Federal-Aid Highway Act of 1962, as amended, the Urban Mass Transportation Act of 1964, as amended, and other subsequent laws setting forth requirements for transportation planning for all modes of travel. This responsibility shall be accomplished within a cooperative framework properly related to comprehensive planning on a continual basis. This organization shall also carry out any other transportation planning and programming functions as set forth in any agreements entered into by this process and the Indiana Department of Transportation, the U.S. Department of Transportation or in such manner as events shall dictate.

CHAPTER 1: GENERAL PROVISIONS

1.1 Organization Name

The name for the Metropolitan Planning Organization is the Bloomington-Monroe County Metropolitan Planning Organization. ~~It may also be~~ Previously, it has been referred to as the Bloomington Area Transportation Study.

1.2 Organizational Structure

The Metropolitan Planning Organization structure shall consist of three committees:

1. Policy Committee (PC);
2. Technical Advisory Committee (TAC); and the
3. Citizens Advisory Committee (CAC).

1.3 MPO Staff Designation

~~A. Staff:~~ The following staff members of the City of Bloomington Planning and Transportation Department shall be the staff for the Bloomington-Monroe County Metropolitan Planning Organization. These staff include the Planning Services Manager, Senior Transportation Planner, Transportation Planner, Bicycle and Pedestrian Coordinator, Planning Technician, and Administrative Assistant.

~~B. Executive Secretary:~~ The City of Bloomington Planning and Transportation Department Director, the Senior Transportation Planner, and/or their Director's designee shall serve as the BMCMPPO Executive Secretary on behalf of the MPO as designated by the State of Indiana.

1.4 Policies

- Applicability:** All transportation policies shall apply to all committees and participants of the Bloomington-Monroe County Metropolitan Planning Organization.
- Committee Review:** The Citizens Advisory Committee and the Technical Advisory Committee shall be afforded sufficient time to comment on drafts prior to action by the Metropolitan Planning Organization Policy Committee.
- Adoption:** Reports, programs, and plans become official process documents following adoption by resolution of the Metropolitan Planning Organization Policy Committee.
- Multimodal Consideration:** All MPO committees shall proceed with their respective responsibilities and duties with proper consideration at all times, for all modes of transportation and associated facilities.
- Coordination:** All studies undertaken by the MPO shall be coordinated with individual modal planning programs and with comprehensive planning efforts in the urban area.

Formatted: Indent: Left: 0.5", Hanging: 0.25"

Formatted: Indent: Left: 0", First line: 0"

- F. **Efficient Development:** Transportation planning activities shall be used to promote efficient urban development. Reasonable forecasts of land use and socioeconomic conditions shall be made to guide these activities.
- G. **Open Meetings:** All meetings of the Policy Committee, the Technical Advisory Committee, and the Citizens Advisory Committee, shall be open to the public.
- H. **Publications:** All published data and/or reports shall be made available to the public and stakeholder agencies.

1.5 Procedures

- A. **Rules of Order:** The rules of order herein contained shall govern deliberations and meetings of all MPO Committees. Any point of order applicable to the deliberations of the Committees and not contained herein shall be governed by Roberts Rules of Order.
- B. **Voting:** All MPO Committee votes shall be by voice vote; however, upon the request of at least one (1) voting member, a roll call vote shall be taken. Unless specified otherwise in these Bylaws, all motions before MPO Committees shall be decided by a majority vote. In the event of a tie vote, the motion before the Committee shall fail.
- C. **Scheduling:** All MPO Committee meetings shall be scheduled by the MPO Staff.
- D. **Meeting Notice:** At least five (5) days notice shall be provided for all MPO Committee meetings.
 - 1. **Agenda:** A proposed agenda shall be provided to ensure adequate preparation. Such agenda shall include the date, time and location of the Committee meeting.
 - 2. **Delivery:** The notice, agenda, minutes, and other Committee meeting materials may be delivered electronically.
- E. **Meeting Cancellation:** At the discretion of the [City of Bloomington Planning Department Director/Executive Secretary](#) and the approval of the Chair of the Committee, a regularly scheduled MPO Committee meeting can be canceled. Notification of the cancellation shall be made at least three (3) days prior to the date of the scheduled meeting.
- F. **Committee Chair Participation:** During ~~an~~ MPO Committee meeting, the Chair of the Committee may make motions and debate policy items, and shall not be deprived of any rights and privileges of a member by reason of acting as the presiding officer.

1.6 Amendment of Bylaws

- A. **Process:** Amendments to the MPO Bylaws shall be made according to the following process:
 - 1. **Committee Review:** Proposed bylaws amendments shall be placed on the agendas of the next available Technical Advisory Committee and Citizens Advisory Committee meetings. The Policy Committee shall not take action on

- proposed amendments before the TAC and CAC have the opportunity to review and comment on such proposals.
2. Notice: MPO Staff shall include the proposed bylaws amendment, specifying the exact form of the amendment, in the public notice for any MPO Committee meeting at which the proposal will be reviewed.
 3. Policy Committee Action: After receiving input from the TAC and CAC, the Policy Committee may vote on the proposed bylaws amendment. Amendments shall become effective upon a positive vote of 2/3 of the voting members of the Policy Committee.
- B. **Staff Role**: The MPO staff shall be responsible for drafting proposed amendments for consideration by the Policy Committee.

CHAPTER 2: POLICY COMMITTEE

2.1 Purpose

The purpose of the [Bloomington-Monroe County Metropolitan Planning Organization Policy Committee](#) shall be to serve the Bloomington-Monroe County ~~metropolitan area~~ [Metropolitan Planning Area \(MPA\)](#) as the official decision making body for transportation planning matters.

2.2 Responsibilities

The responsibilities of the Policy Committee shall be as follows:

- A. To give overall guidance for the transportation planning process;
- B. To have overall responsibility for review and approval of all plans and programs which are developed by the transportation planning process;
- C. To organize membership of the Technical Advisory Committee;
- D. To encourage membership and participation in the Citizens Advisory Committee;
- E. To take official action on committee recommendations and other matters pertaining to furthering the transportation planning process;
- F. To adopt transportation goals and objectives to guide the transportation planning process;
- G. To adopt the annual Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), the Long-Range Transportation Plan, [\(LRTP\)](#), and other plans and reports;
- H. To submit plans and recommendations to participating agencies and obtain resolutions for adoption from governing agencies;
- I. To establish a transportation study area boundary, [also known as the Metropolitan Planning Area \(MPA\)](#);
- J. To change the designated membership as deemed necessary; and
- K. To ensure that citizen participation is achieved in the transportation planning process.

2.3 Membership

- A. **Members:** The membership of the Policy Committee shall be as follows:
 - 1. Mayor, City of Bloomington
 - 2. President, Monroe County Commissioners
 - 3. President, Monroe County Council
 - 4. President, City of Bloomington Common Council

5. President, Monroe County Plan Commission
 6. President, City of Bloomington Plan Commission
 7. President, Ellettsville Town Council
 8. Chair, Board of Directors, Bloomington Public Transportation Corporation
 9. ~~Director of Real Estate Vice President & Chief Administrative Officer~~, Indiana University
 10. Director, City of Bloomington Public Works Department
 11. Director, Monroe County Highway Department
 12. Chair, BMCMPO Citizens Advisory Committee
 13. ~~Deputy Commissioner~~Director, INDOT Seymour District
 14. Indiana Division Administrator, Federal Highway Administration~~FHWA, Indiana Division~~ (Non-Voting)
 15. Regional Administrator – Region 5, Federal Transit Administration~~FTA, Region 5~~ (Non-Voting)
- B. **Alternate Representation:** If the designated Policy Committee representative for a board, commission, institution, or other organization is unable to serve on the Policy Committee, an alternate representative may be appointed by the same board, commission, institution, or organization to serve the term of the regular designee. In such cases, the regular designee shall not be required to submit a proxy statement for each meeting that the alternate representative attends.
- C. **Terms:** The voting members of the Policy Committee shall serve terms on the Committee that coincide with the terms of their respective offices.
- D. **Proxy:** Each voting member of the Policy Committee may name a proxy in writing for a particular meeting or vote.
1. Representation: The proxy shall be from the same agency, jurisdiction, or organization which the member represents.
 2. Powers: The proxy's powers shall be delineated in the written notice.
 3. Notification: The member shall be responsible for notifying the proxy of meetings, and once confirmed, notify MPO staff of the proxy representation.
 4. Committee Chair Proxy: If the Chair of the Policy Committee is absent, then the Vice-Chair shall conduct the meeting, even if the Chair designates a proxy.
- E. **Additional Appointments:** Additional appointments to, or changes in the composition of, the Policy Committee shall require an amendment to these Bylaws as outlined in Section 1.6. Any Policy Committee membership changes shall be made in consultation with the Indiana Department of Transportation, the Federal Highway Administration and the Federal Transit Administration.

2.4 Officers

- A. **Officers:** The Policy Committee shall elect the following officers:

1. Chair
 2. Vice-Chair
- B. **Eligibility:** Officers of the Policy Committee shall be chosen from the voting members of the Policy Committee.
- C. **Elections:** Election of officers shall occur ~~in January at the first Policy Committee meeting~~ of each ~~calendar~~ year. Elections for all officers shall be by majority vote.
- D. **Duties:** The duties of the elected officers of the Policy Committee shall be as follows:
1. Chair
 - a. Preside over the meetings of the Policy Committee.
 2. Vice-Chair
 - a. In the absence of the Policy Committee Chair, to preside over the meetings of the Policy Committee.

2.5 Meeting Procedure

- A. **Quorum:** A quorum shall consist of seven (7) voting members of the Policy Committee or their proxies.
1. Committee Action: No action shall be taken by the Policy Committee without a quorum.
 2. Rescheduling: If a quorum is not present, those present may tentatively reschedule the meeting to another day when a quorum can be obtained.
- B. **Schedule:** Meetings of the Policy Committee shall be open to the public and be held ~~on a bimonthly basis or~~ monthly on the second Friday of each month except for the ~~during the months of month of the summer recess and winter recess~~ July and December. ~~oOr~~ as needed for special business.
- C. **Special Votes:** The Chair of the Policy Committee may request a mail, fax, or e-mail vote on issues already presented at previous meetings.
1. Limitations: This practice will be used only if Federal and/or State imposed deadlines are an issue or if the vote is necessitated due to the urgency of a local, State, or Federal project.
 2. Committee Report: A mail, fax, or e-mail vote will be presented at the next scheduled Policy Committee meeting as part of the previous meeting minutes.

2.6 Order of Business

The business of the Policy Committee shall be taken up for consideration and disposition in the following order, unless order is suspended by unanimous consent:

1. ~~1.~~ 1. Call to order by the Chair
2. ~~2.~~ 2. Approval of ~~minutes~~ the Agenda
3. Approval of Minutes of the ~~P~~previous ~~M~~meeting

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Indent at: 1"

- ~~3~~4. Communications from the Chair
- ~~4~~5. Reports from ~~officers~~Officers and/or ~~committees~~Committees
- ~~5~~6. Reports from the MPO ~~staff~~Staff
- ~~6~~7. Old Business
 - Public comment prior to vote (limited to five minutes per speaker)*
- 8. New Business
 - Public comment prior to vote (limited to five minutes per speaker, and may be reduced by the Chair if numerous people wish to speak)*
- ~~7~~ ~~New Business~~
 - ~~*Public comment prior to vote (limited to five minutes per speaker)*~~
- ~~8~~9. Public comment on matters not included on the agenda
- 10. Communications from Committee members on matters not included in the agenda
- ~~9~~11. ~~—~~Adjournment

CHAPTER 3: TECHNICAL ADVISORY COMMITTEE

3.1 Purpose

The purpose of the Technical Advisory Committee is to provide the MPO Policy Committee with technical support concerning the development of annual documents and the implementation of specific projects contained therein.

3.2 Responsibilities

The responsibilities of the Technical Advisory Committee shall be:

- A. To recommend technical methods, procedures, and standards to the Policy Committee to further the transportation planning process;
- B. To help coordinate work of operating departments and agencies participating in the transportation planning process;
- C. To discuss and recommend alternative transportation plans and programs to the Policy Committee; and
- D. To comment and make recommendations on draft reports of the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), the Long-Range Transportation Plan, (LRTP), and other plans and reports.

3.3 Membership

- A. **Members:** The membership of the Technical Advisory Committee shall be as follows:
 1. City Engineer, City of Bloomington
 2. ~~Deputy~~ Director Public Works, City of Bloomington
 3. Controller, City of Bloomington
 4. Planning Director, City of Bloomington
 5. Director of Operations & Development, City of Bloomington Parks and Recreation
 6. ~~Assistant Utilities~~ Assistant Engineer-Director, City of Bloomington Utilities
 7. GIS Coordinator, City of Bloomington
 8. ~~Director of Street Operations~~ Streets Superintendent, City of Bloomington Street Department
 9. ~~Highway Engineer~~ Assistant Director, Monroe County Highway Department
 10. Director, Monroe County Planning Department
 11. Auditor, Monroe County
 12. Parks & Recreation ~~Administrator~~ Director, Monroe County
 13. GIS Coordinator, Monroe County
 14. ~~Planning Director~~ Director of Planning Services, Town of Ellettsville Planning Department
 15. ~~Street Commissioner~~ Town Engineer, Town of Ellettsville Street Department

Formatted: Font color: Red, Strikethrough

16. ~~Director of IU Campus Bus Service~~~~Executive Director of Transportation~~, Indiana University
17. General Manager, Bloomington Transit
18. ~~Chief Executive Officer~~~~Manager, Area-10~~ Rural Transit
19. ~~Executive~~ Director, Monroe County Airport
20. ~~Director of Building Operations~~~~Transportation Director~~, Monroe County Community School Corporation
21. Transportation Director, Richland-Bean Blossom Community School Corporation
22. Vice-Chair, Citizens Advisory Committee
23. ~~Transportation Planner/MPO Liaison~~, INDOT ~~Planning/Programming Representative~~
24. ~~Project Manager – Transit~~, INDOT ~~Public Transportation Representative~~
25. ~~Special Projects Engineer~~, INDOT Seymour District Office, ~~Planning and Programming Director~~
26. ~~Community Planner – Indiana Division, Federal Highway Administration~~~~FHWA, Indiana Division~~ (Non-Voting)
27. ~~Community Planner – Region 5, Federal Transit Administration~~~~FTA, Region V~~ (Non-Voting)

- B. **Alternate Representation:** If the designated Technical Advisory Committee representative for a department, board, commission, institution, or other organization is unable to serve on the Technical Advisory Committee, an alternate representative may be appointed by the same department, board, commission, institution, or organization to serve the term of the regular designee. In such cases, the regular designee shall not be required to submit a proxy statement for each meeting that the alternate representative attends.
- C. **Terms:** The voting members of the Technical Advisory Committee shall serve terms on the Committee that coincide with the terms of their respective offices.
- D. **Proxy:** Each voting member of the Technical Advisory Committee may name a proxy in writing for a particular meeting or vote.
1. Representation: The proxy shall be from the same agency, jurisdiction, or organization which the member represents.
 2. Powers: The proxy's powers shall be delineated in the written notice.
 3. Notification: The member shall be responsible for notifying the proxy of meetings, and once confirmed, notify the MPO staff of the proxy representative.
 4. Committee Chair Proxy: If the Chair of the Technical Advisory Committee is absent and designates a proxy, then the Vice-Chair shall conduct the meeting even if the Chair designates a proxy.
- E. **Additional Appointments:** Additional appointments to, or changes in the composition of, the Technical Advisory Committee shall require an amendment to

these Bylaws as outlined in Section 1.6. Any Technical Advisory Committee membership changes shall be made in consultation with the Indiana Department of Transportation, the Federal Highway Administration and the Federal Transit Administration.

3.4 Officers

- A. **Officers:** The Technical Advisory Committee shall elect the following officers:
1. Chair
 2. Vice-Chair
- B. **Eligibility:** Officers of the Technical Advisory Committee shall be chosen from the voting members of the Technical Advisory Committee.
- C. **Elections:** Election of officers shall occur ~~in January~~ at the first Technical Advisory Committee meeting of each calendar year. Elections for all officers shall be by majority vote.
- D. **Duties:** The duties of the elected officers of the Technical Advisory Committee shall be as follows:
1. Chair
 - a. Preside over the meetings of the Technical Advisory Committee.
 2. Vice-Chair
 - a. In the absence of the Technical Advisory Committee Chair, to preside over the meetings of the Technical Advisory Committee.

3.5 Meeting Procedure

- A. **Quorum:** A quorum shall consist of nine (9) voting members of the Technical Advisory Committee, or their proxies.
1. Committee Action: No action shall be taken by the Technical Advisory Committee without a quorum.
 2. Rescheduling: If a quorum is not present, those present may tentatively reschedule the meeting to another day when a quorum can be obtained.
- B. **Schedule:** Meetings of the Technical Advisory Committee shall be open to the public and be held on a monthly basis except for during the month of the summer recess and winter recess with the exception of July and December, or as needed for special business.
- C. **Special Votes:** The Chair of the Technical Advisory Committee may request a mail, fax, or e-mail vote on issues already presented at previous meetings.

1. Limitations: This practice will be used only if Federal and/or State imposed deadlines are an issue or if the vote is necessitated due to the urgency of a local, State, or Federal project.
2. Committee Report: A mail, fax, or e-mail vote will be presented at the next scheduled Technical Advisory Committee meeting as part of the previous meeting minutes.

3.6 Order of Business

The business of the Technical Advisory Committee shall be taken up for consideration and disposition in the following order, unless order is suspended by unanimous consent:

1. Call to order by the Chair
2. Approval of ~~minutes~~the Agenda
3. Approval of Minutes of the previous meeting
34. Communications from the Chair
45. Reports from officers and/or committees
56. Reports from the MPO staff
67. Old Business
Public comment prior to vote (limited to five minutes per speaker)
78. New Business
Public comment prior to vote (limited to five minutes per speaker)
8. Communications from ~~Committee members~~the public on matters not included in the ~~agenda~~Agenda
99. Communications from Committee members on matters not included in the Agenda
10. Adjournment

CHAPTER 4: CITIZENS ADVISORY COMMITTEE

4.1 Purpose

The purpose of the Citizens Advisory Committee (CAC) is to serve as the formal means through which active citizen participation provides the Policy Committee with public input on official decision making for transportation planning matters.

4.2 Responsibilities

The responsibilities of the Citizens Advisory Committee shall be:

- A. To foster and develop citizen awareness and understanding regarding transportation policy and planning;
- B. To promote necessary interaction between citizens and the Policy Committee, the Technical Advisory Committee, and the Metropolitan Planning Organization staff; and
- C. To keep the Policy Committee, the Technical Advisory Committee, and the Metropolitan Planning Organization staff apprised of current and emerging citizen concerns in relation to transportation issues within the urban area.

4.3 Membership

- A. **Members:** The membership of the Citizens Advisory Committee shall be comprised of citizens of the City of Bloomington, Monroe County and the Town of Ellettsville. Key stakeholder groups, agencies and organizations from each community should also be represented. The following groups, as well as others that may not be listed, are strongly encouraged to send a representative to participate in the Citizens Advisory Committee.

1. Bloomington Traffic Commission
 2. Monroe County Traffic Commission
 3. Indiana University Student Association
 4. Bloomington Commission on Sustainability
 5. Bloomington Bicycle and Pedestrian Safety Commission
 6. Greater Bloomington Chamber of Commerce
 7. Ellettsville Chamber of Commerce
 8. Bloomington Environmental Commission
 9. League of Women Voters
 10. Bloomington Historic Preservation Commission
 11. Bloomington Council of Neighborhood Associations
 12. Bloomington Bicycle Club
 13. Bloomington Board of Realtors
 14. Bloomington Council for Community Accessibility
 15. Downtown Bloomington, Inc.
 16. Area 10 Agency on Aging
 17. Bloomington Urban Enterprise Association
 18. Monroe County Soil & Water Conservation District
 19. INDOT, Seymour District (Non-voting)
 20. FHWA, Indiana Division (Non-Voting)
- B. **Eligibility:** All citizens and organization representatives that attend Citizens Advisory Committee meetings shall be considered Committee Members.
- C. **Registration:** Anyone wishing to become a member of the Committee shall register using a form provided by the MPO Staff. Such registration shall include contact information (mailing address, phone number, email address, etc.) as well as indicate whether the member has been designated as an official representative of a community organization or agency.
- D. **Voting Privileges:** Citizens Advisory Committee members shall attend three (3) consecutive Committee meetings before they are eligible to vote on Committee business. Members may vote on Committee business as of the third consecutive meeting they attend.
- E. **Revocation of Voting Privileges:** Citizens Advisory Committee members who miss three consecutive meetings may have their voting privileges revoked with concurrence from the Chair and Vice-Chair. Exceptions may be made if the Committee member can demonstrate extenuating circumstances. A Committee member whose voting privileges have been revoked shall be required to follow the process outlined in 4.3(D) to regain voting status.

4.4 Officers

- A. **Officers:** The Citizens Advisory Committee shall elect the following officers:
1. Chair
 2. Vice-Chair
- B. **Eligibility:** Officers of the Citizens Advisory Committee shall be chosen from the voting members of the Citizens Advisory Committee.
- C. **Elections:** Election of officers shall occur in January at the first Citizens Advisory Committee meeting of each calendar year. Officers shall be elected by a secret ballot of the voting members of the Committee. Elections for all officers shall be by majority vote.
- D. **Duties:** The duties of the elected officers of the Citizens Advisory Committee shall be as follows:
1. Chair
 - a. Preside over the meetings of the Citizens Advisory Committee.
 - b. Set the Agenda for Citizens Advisory Committee meetings, in consultation with the Vice-Chair and the MPO Staff.
 - c. Attend meetings of the Policy Committee as a voting member.
 2. Vice-Chair
 - a. In the absence of the Committee Chair, to preside over the meetings of the Citizens Advisory Committee.
 - b. Set the Agenda for Citizens Advisory Committee meetings, in consultation with the Chair and the MPO Staff.
 - c. Attend meetings of the Technical Advisory Committee as a voting member.

4.5 Meeting Procedure

- A. **Quorum:** A quorum shall consist of a simple majority of Citizens Advisory Committee members eligible to vote. At an absolute minimum, quorum shall consist of four (4) voting-eligible Committee members.
1. Committee Action: No action shall be taken by the Citizens Advisory Committee without a quorum.
 2. Rescheduling: If a quorum is not present, those present may tentatively reschedule the meeting to another day when a quorum can be obtained. The members present may also conduct the meeting as an informational session, but shall not take any official action on business items.
- B. **Schedule:** Meetings of the Citizens Advisory Committee shall be open to the public and be held on a monthly basis, except for during the month of the summer recess and winter recess, or as needed for special business.
- C. **Special Votes:** The Chair of the Citizens Advisory Committee may request a mail, fax, or e-mail vote on issues already presented at previous meetings.

1. Limitations: This practice will be used only if Federal and/or State imposed deadlines are an issue or if the vote is necessitated due to the urgency of a local, State, or Federal project.
 2. Committee Report: A mail, fax, or e-mail vote will be presented at the next scheduled Citizens Advisory Committee meeting as part of the previous meeting minutes.
- D. **Agenda Items:** Members of the CAC may suggest agenda items at least seven (7) days prior to the next scheduled meeting.

4.6 Order of Business

The business of the Citizens Advisory Committee shall be taken up for consideration and disposition in the following order, unless order is suspended by unanimous consent.

1. Call to order by the Chair
2. ~~Approval of minutes of the previous meeting~~ Agenda
- ~~3.~~ 3. Approval of Minutes of the previous meeting
4. Communications from the Chair
45. Reports from officers and/or committees
56. Reports from the MPO staff
67. Old Business
Public comment prior to vote (limited at the discretion of the Chair)
78. New Business
Public comment prior to vote (limited at the discretion of the Chair)
89. Communications from the public on matters not included in the agenda.
10. Communications from Committee members on matters not included in the agenda
911. Adjournment



To: BMCMPO Technical Advisory Committee & Citizens Advisory Committee
From: Pat Martin, Ryan Clemens
Date: September 15, 2019
Re: FY 2020 - 2024 Transportation Improvement Program (TIP) Amendments

INDOT requests two (2) amendments to the BMCMPO FY 2020-2024 TIP. The proposed amendments include:

SR446 from 7.83 miles N of SR58 (Chapel Hill Rd) to 0.98 miles S of SR46 (E Moores Pike) – HMA Overlay, Preventative Maintenance (DES#1801087)

SR446 HMA Overlay, Preventative Maintenance (DES#1801087)					
Project Phase	Fiscal Year	Federal Source	Federal Funding	State Match	Total
CN	2020	STP	\$3,377,601	\$844,400	\$4,222,001
Totals			\$3,377,601	\$844,400	\$4,222,001

Rural Transit – Two (2) Low Floor Mini Vans (LFMV) vehicle replacements and four (4) <30 foot transit vehicle replacements (DES#1902111). This project will replace a total of six (6) current Rural Transit vehicles beyond their useful service life.

Rural Transit – Six (6) Vehicle Replacements (DES#1902111)					
Project Phase	Fiscal Year	Federal Source	Federal Funding	State Match	Total
CN	2020	FTA 5339	\$239,200	\$60,040	\$299,240
Totals			\$239,200	\$60,040	\$299,240

Requested Action

Recommend the addition of the presented projects to the BMCMPO FY2020-2024 Transportation Improvement Program amendments for the October 11, 2019 BMCMPO Policy Committee meeting.

PPM/pm



Bloomington/Monroe County Metropolitan Planning Organization

TIP Project Form (Updated 01/03/2017)

Transportation Improvement Program Project Request Form

NOTE: This form must be completed in its entirety in order for a new project to be considered for inclusion in the Transportation Improvement Program (TIP) OR to make changes to an existing project already programmed in the TIP. Please complete all parts, including signature verification and attach support materials before returning to BMCMPPO staff at the address listed below.

Mail: Bloomington/Monroe County MPO 401 N. Morton Street Suite 160 PO Box 100 Bloomington, IN 47402 -OR- email: mpo@bloomington.in.gov fax: (812) 349-3535

1. Public Agency Information (Fill in all applicable fields):

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

Contact Name (ERC) Karlei Metcalf Phone: 812-524-3792 Fax:

Address: 185 Agrico Lane, Seymour, IN 47274

Email: kmetcalf@indot.in.gov

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

- Project Name: DES Number: #1801087
Is this project already in the TIP? Yes No
Project Location: 7.83 miles N of SR 58 (Chapel Hill Rd) to 0.98 miles S of SR 46 (E Moores Pike)
Brief Project Description: HMA Overlay, Preventive Maintenance
Support for the Project (e.g. Local plans, LRTP, TDP, etc.):
Allied Projects (other projects related to this one):
Does the project have an Intelligent Transportation Systems component? N/A
If so, is the project included in the MPO's ITS architecture?

3. Financial Plan:

Identify *ALL* anticipated project costs for all phases, including total anticipated project costs beyond the four years to be programmed in the TIP (i.e. outlying years). Please identify any illustrative phases or costs in *italics*.

Note: Fiscal Year runs from July 1 to June 30 (ie: FY 2016 starts 7/1/15 and ends 6/30/16.)

Phase	Funding Source	FY 2018	FY 2019	FY 2020	FY 2021	Outlying Years
PE	NHPP	\$		\$	\$	\$
	State	\$		\$	\$	\$
		\$	\$	\$	\$	\$
CN	STP	\$	\$	\$3,377,601		\$
	ST		\$	\$844,400		\$
		\$	\$	\$	\$	\$
RW	NHPP	\$		\$	\$	\$
	ST	\$		\$	\$	\$
		\$	\$	\$	\$	\$
Totals:				4,222,001		\$

Construction Engineering/Inspection:

- Does the project include an acceptable percentage of construction costs set aside for construction engineering or inspections? Yes No N/A

Year of Implementation Cost:

- Has a four percent (4%) inflation factor been applied to all future costs? Yes No

4. Complete Streets

New Projects – If this is a new project to be included in the TIP, then section III **MUST** be completed.

Existing Projects – If a project is already included in the current, adopted TIP (compliant or exempt) and changes have occurred or will occur to the project which would have bearing on the Complete Streets Policy information on file, then all of section III must be updated and resubmitted for consideration.

Not Applicable – If project is subject to the Complete Streets Policy, check the **Not Applicable** box and proceed to Section 5.

Complete Streets Applicability and Compliance – Check one of the following:

- Not Applicable** – **If project is Not Applicable, please skip to Section 5.** The project is not subject to the Complete Streets Policy because it is a transit project, a non-road project, a resurfacing activity that does not alter the current/existing geometric designs of the roadway, a ‘grandfathered’ local roadway project included in the TIP before the adoption of the policy, or is a project that uses federal funds which the BMCMPPO does NOT have programming authority. *No Additional Information items (below) have to be provided for projects to which the Complete Streets Policy does not apply.*
- Compliant** - The project will accommodate all users of the corridor. The project is new construction or reconstruction of local roadways that will use federal funds through the BMCMPPO for **any** phase of project implementation. *Additional Information items 1-8 (below) must be submitted for compliant projects.*
- Exempt** - The project is unable to accommodate all users of the corridor due to certain circumstances or special constraints, as detailed in Section IV of the CS Policy. *Additional Information items 1, 4-8 (below) must be submitted for exempt projects.*

Reason for exemption: _____

Additional Information – Attach to this application form the following information as required by the Complete Streets Policy. If any fields are unknown at the time of application, the applicant may indicate that “specific information has not yet been determined.”

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

5. Verification

I hereby certify that the information submitted as part of this form is accurate. Furthermore, if applicable, I certify the project follows the Complete Streets Policy.

Signature

08/28/19_____
Date

STIP AMENDMENT and/or MODIFICATION REQUEST

Date: 28-Aug 2019

Amendm
modificat
ion

Requestor: Robin Bolte

Sponsor	DES	Route	Work Type	Location	County	District	Miles	Federal Category	Asset Program - (State Projects Only)	Phase	Federal	Match	2018	2019	2020	2021	2022	Remarks	Letting Date	MPO
INDOT	1801087	SR 446	HMA Overlay, Preventive Maintenance	7.83 miles N of SR 58 (Chapel Hill Rd) to 0.98 miles S of SR 46 (E. Moores Pike).	Monroe	Seymour		STP	Roadway	CN	3,377,601	844,400			4,222,001			Amend CN to current TIP/STIP in 2020. Will be in contract with DES#1801090, another HMA Overlay from the limits of this DES to US 50 on SR 446.	03/04/20	BMCMPO

IU Health Bloomington

Metropolitan Planning Organization Policy Committee

September 13, 2019



Indiana University Health

Project Overview & Emergency Medical Support

*Brian Shockney, President
IU Health South Central Region*



Indiana University Health

IU Health Bloomington



Indiana University Health

About the Project

- Facility will include IU's Schools of Nursing, Social Work, Medical Science and Speech and Hearing
- Administrative and EMS Support, which supports 6 locations, will be moving off campus to our North Park site. This will disperse traffic which normally travels to the existing hospital
- The IU Health Bloomington facility is 80,000 square feet larger than the existing hospital
- Facility will include over 80 tons of Indiana Limestone
- \$503M – IU Health Project Budget. \$54M – IU Budget. **Total Budget is \$557M**
- Education building completion Oct. 2020 for 1st student January 2021. Hospital completion July 2021 for 1st patient Q4 of 2021



Emergency Medicine Services



- Dispatch of EMS will take place in the community, closer to actual calls
- 78% of EMS calls are 911 calls
- Ambulances are strategically located throughout Bloomington and Monroe County to optimize response times
- 65% of emergency responses are in Bloomington zip codes



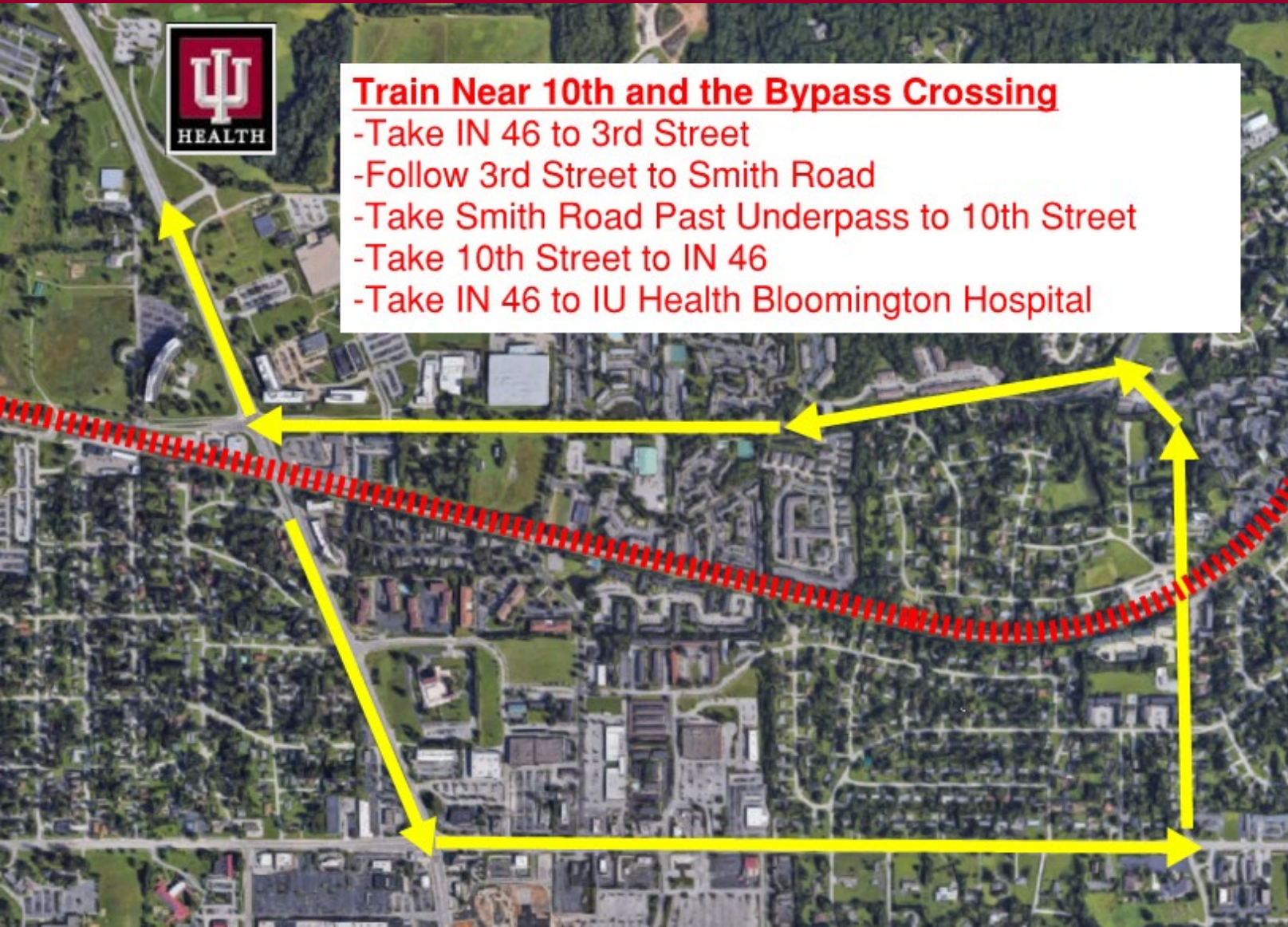
Current/Future EMS Locations

- 1) W. State Road 46
- 2) N. Curry Pike
- 3) W. First Street (Current Hospital Station and Administrative Site)
- 4) E. 7th Street
- 5) S. Kennedy Drive
- 6) S. Patterson Drive (will close on 8/31/20)

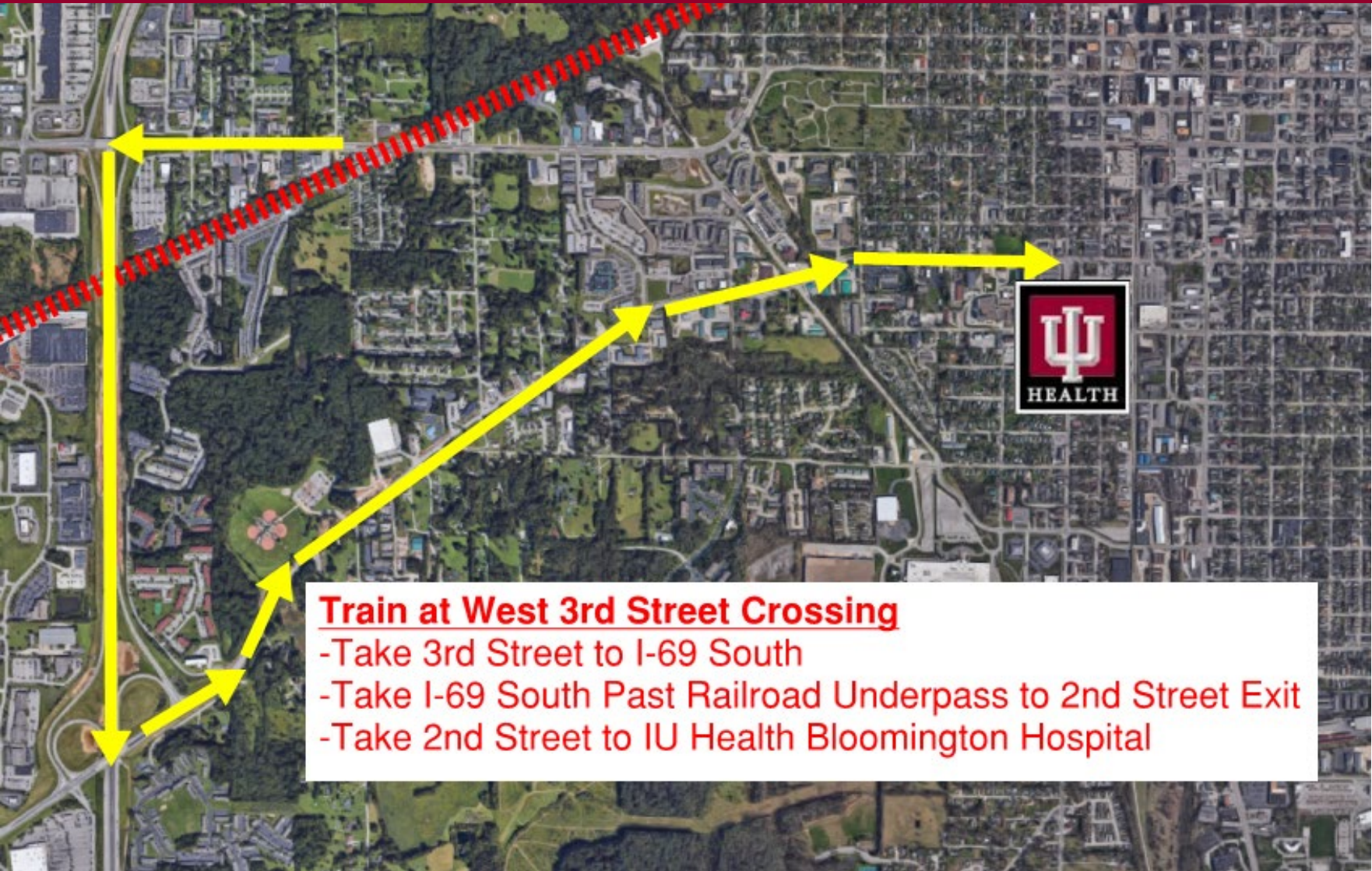
7) *New Admin, Response and Maintenance: Stone Carver Drive – NW Bloomington*



Train Response Plan #1



Train Response Plan #2



Road Enhancements

Hardik Shah, PE, PTOE
American Structurepoint, Inc.



Indiana University Health

Traffic Study Highlights

10

- Purpose of the traffic study was to determine operational impacts of the proposed IU Health Regional Academic Health Center and provide necessary recommendations for roadway improvements
- Traffic forecasted to understand the impacts during two scenarios:
 - Opening year (2021)
 - Horizon year (2031)
- Signal warrant analysis confirmed the need for a traffic signal at the SR 46 & 14th Street intersection access to the new hospital campus with the following changes to the intersection lane configurations:
 - Additional SB left turn lane and receiving lane on east leg
 - Exclusive left and right turn lanes for the WB approach
- Optimized signal timings for better traffic progression along the SR 46 by pass



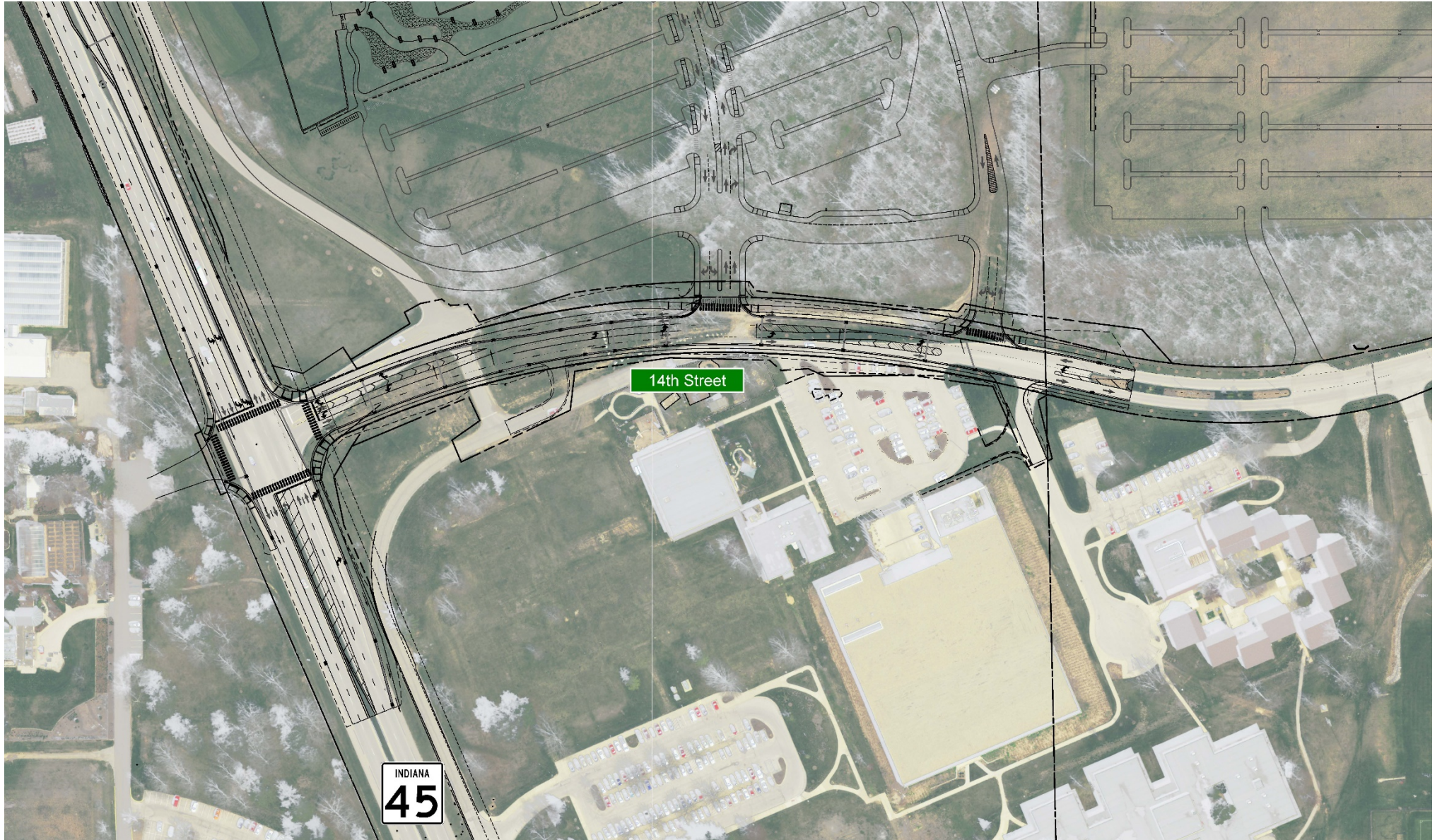
Indiana University Health

Road Enhancement Responsibilities

Type	Example	Responsibility
State Owned	45/46 Bypass 10 th Street/State Rd. 45 (east of Bypass)	INDOT
City Owned	14 th Street/Range Road	Bloomington
IU Health Roads	Entry points and site perimeter	IU Health
City Owned	10 th Street (West side of Bypass)	Bloomington



Proposed Intersection Improvements SR 45 / SR 46 and 14th Street / Range Road



Game Day and Event Traffic Management

Jill Lees, Police Chief
Indiana University



Indiana University Health

Game Day and Event Traffic

- 150 police officers/cadets per football game
- Command – Consists of Police, Fire, EMS, Emergency Management, Security, Event Services, etc.
- Command and Tower work together on traffic issues, EMS/Fire runs, etc. (Information relayed through Command)
- Indiana State Police handles the north end of the traffic pattern (Bypass to 3rd and College Mall)
- Other local agencies handle the south end of the traffic pattern (17th St. – Fee Lane to Kinser Pike and 10th St. – Jordan Ave. to Woodlawn).

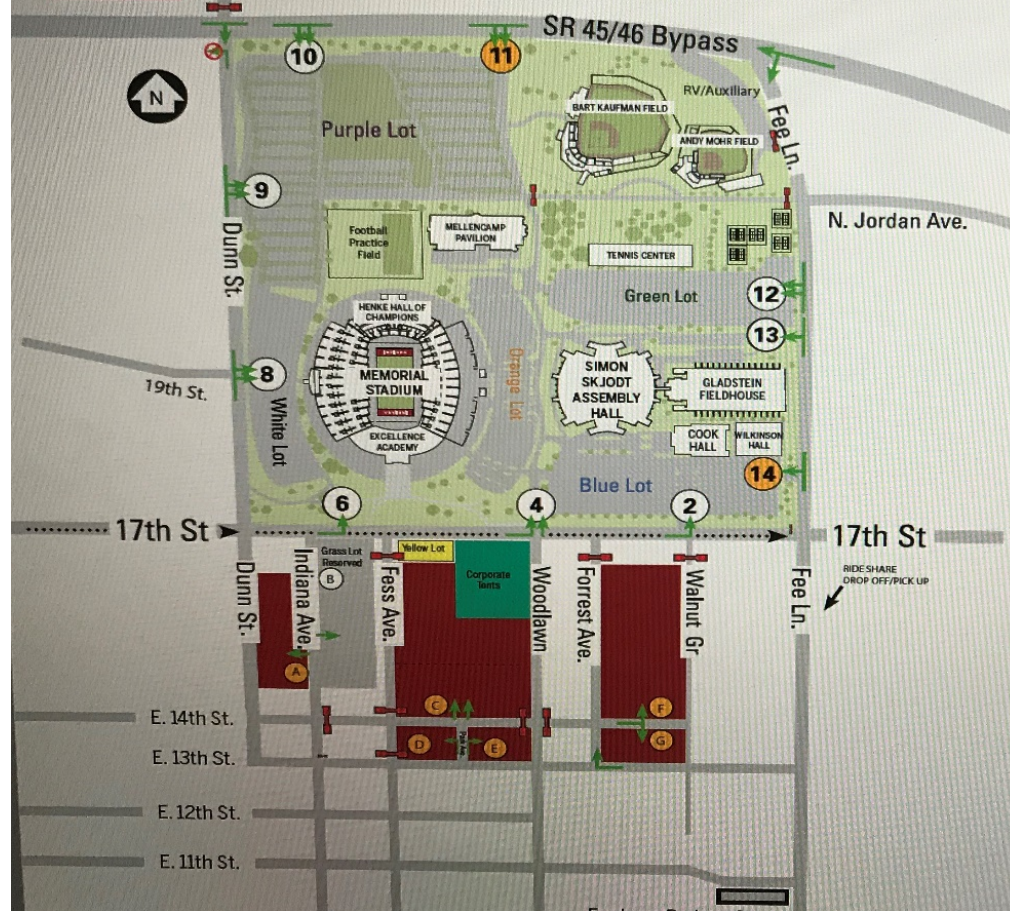


Pre-Game Traffic Pattern



2019 MEMORIAL STADIUM PRE-GAME TRAFFIC

This traffic pattern may be modified at the discretion of law enforcement agencies.



Pre-Game Traffic Pattern		Parking Lots	
←.....	- One way traffic on gamedays	②	Pay Lots - \$20 (includes grass lots)
→	- Direction of entrance into parking lot	④	Reserved Lots (pass required)
■	- Traffic barrier placed by Police		

- Heavy traffic congestion is expected. **PLEASE ARRIVE EARLY.**
- Parking lots open a minimum of 5 hours prior to kickoff each game (4 hours prior for student lot).
- One-way traffic patterns will go into effect a minimum of 2 hours prior to kickoff each game.
- 17th Street will be one-way east from N. College Avenue to Fee Lane (two lanes).
- Northbound traffic on Dunn Street will not be allowed to turn left/west onto the SR 45/46 Bypass.
- If arriving from the east to gates 12, 13, and 14, please use the SR 45/46 Bypass. Turn left/west onto 17th Street, right/north onto Jordan Avenue, and left/south onto Fee Lane.

See reverse side for post-game traffic information.



Post-Game Traffic Pattern



2019 MEMORIAL STADIUM POST-GAME TRAFFIC

This traffic pattern may be modified at the discretion of law enforcement agencies.



Post-Game Traffic Pattern

- One way traffic on gamedays
- Direction of exit from parking lot
- Traffic barrier placed by Police

- Please be patient when exiting the Stadium.
- Follow instructions provided by law enforcement assisting with post-game traffic.
- Some parking lots may only be exited one direction. Study the green arrows and traffic barriers carefully to plan your route away from Memorial Stadium.
- No left turn from 17th Street onto Fee Lane heading northbound.



See reverse side for pre-game traffic information.

- IU plans to ensure all routes (especially along the bypass) remain open near the facility during games and special events.
- IU will ensure emergency vehicles are never impeded getting to the facility.
- Supplemented by the efforts between various stakeholders / agencies and with the proposed installation of traffic signal at SR 46 & 14th Street, the Game Day Volumes scenario shows a substantial improvement.



In Summary

- There has been ongoing planning around the new campus since 2015
- IU and IU Health, in partnership with INDOT and the City of Bloomington are making infrastructure enhancements that are necessary based on traffic studies projecting the impact of the new education facility and hospital
- Scenarios are in place for trains, game day and heavy traffic to ensure access to the hospital
- All entities responsible for roadway improvements around the new hospital are encouraged to align the timing of projects to achieve completion as close to the opening as possible.



Questions