

Bloomington/Monroe County Metropolitan Planning Organization

Operational Bylaws

Adopted:
December 9, 2005

Effective:
January 13, 2006

Amended:
February 10, 2006
March 9, 2007
March 7, 2008
January 9, 2009

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

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

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 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)
3. Citizens Advisory Committee (CAC)

1.3 MPO Staff Designation

- A. **Staff:** The City of Bloomington Planning Department shall be the staff for the Metropolitan Planning Organization.
- B. **Executive Secretary:** The City of Bloomington Planning Department Director or the Director's designee shall serve as the Executive Secretary on behalf of the MPO.

1.4 Policies

- A. **Applicability:** All transportation policies shall apply to all committees and participants of the Bloomington/Monroe County Metropolitan Planning Organization.
- B. **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.
- C. **Adoption:** Reports, programs, and plans become official process documents following adoption by resolution of the Metropolitan Planning Organization Policy Committee.
- D. **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.
- E. **Coordination:** All studies undertaken by the MPO shall be coordinated with individual modal planning programs and with comprehensive planning efforts in the urban area.
- 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 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 Metropolitan Planning Organization Policy Committee shall be to serve the Bloomington/Monroe County metropolitan area 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, 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;
- 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. Vice President & Chief Administrative Officer, Indiana University
- 10. Director, City of Bloomington Public Works Department

11. Director, Monroe County Highway Department
 12. Chair, MPO Citizens Advisory Committee
 13. Director, INDOT Seymour District
 14. FHWA, Indiana Division (Non-Voting)
 15. FTA, Region V (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.
 4. Committee Chair Proxy: If the Chair of the Policy Committee is absent, then the Vice-Chair shall conduct the meeting.
- 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 of each 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 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. Call to order by the Chair
2. Approval of minutes of the previous meeting
3. Communications from the Chair
4. Reports from officers and/or committees
5. Reports from the MPO staff
6. Old Business

Public comment prior to vote (limited to five minutes per speaker)
7. New Business

Public comment prior to vote (limited to five minutes per speaker)
8. Communications from Committee members on matters not included in the agenda
9. 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, 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 Director, City of Bloomington
 7. GIS Coordinator, City of Bloomington
 8. Streets Superintendent, City of Bloomington
 9. Assistant Director, Monroe County Highway Department
 10. Director, Monroe County Planning Department
 11. Auditor, Monroe County
 12. Parks & Recreation Administrator, Monroe County
 13. GIS Coordinator, Monroe County
 14. Director of Planning Services, Town of Ellettsville
 15. Town Engineer, Town of Ellettsville
 16. Executive Director of Transportation, Indiana University
 17. General Manager, Bloomington Transit

18. Manager, Rural Transit
19. Director, Monroe County Airport
20. Transportation Director, Monroe County Community School Corporation
21. Transportation Director, Richland-Bean Blossom Community School Corporation
22. Vice-Chair, Citizens Advisory Committee
23. INDOT Planning/Programming Representative
24. INDOT Public Transportation Representative
25. INDOT Seymour District Office, Planning and Programming Director
26. FHWA, Indiana Division (Non-Voting)
27. 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.
 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.
- 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 of each 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 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 of the previous meeting

3. Communications from the Chair
4. Reports from officers and/or committees
5. Reports from the MPO staff
6. Old Business
Public comment prior to vote (limited to five minutes per speaker)
7. New Business
Public comment prior to vote (limited to five minutes per speaker)
8. Communications from Committee members on matters not included in the agenda
9. 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 of each 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 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
3. Communications from the Chair
4. Reports from officers and/or committees
5. Reports from the MPO staff

6. Old Business
Public comment prior to vote (limited at the discretion of the Chair)
7. New Business
Public comment prior to vote (limited at the discretion of the Chair)
8. Communications from Committee members on matters not included in the agenda
9. Adjournment

ADOPTION RESOLUTION

RESOLUTION ADOPTING THE *BLOOMINGTON/MONROE COUNTY METROPOLITAN PLANNING ORGANIZATION OPERATIONAL BYLAWS*, as presented to the Policy Committee and Technical Advisory Committee of the Bloomington/Monroe County Metropolitan Planning Organization on December 9, 2005.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (MPO) is the duly designated MPO for the Bloomington, Indiana, urbanized area; and

WHEREAS, the MPO is responsible for ensuring that the Bloomington, Indiana, urbanized area's transportation planning program is continuing, comprehensive, and coordinated between the MPO and other public and citizen organizations throughout the planning process, as outlined in the metropolitan planning rule jointly issued in the Federal Register by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) on October 28, 1993; and

WHEREAS, the operations of the MPO Policy, Technical Advisory and Citizens Advisory Committees must be guided by an adopted set of Bylaws; and

WHEREAS, the work conducted to develop the Operational Bylaws was performed under Element 101.01 of the Fiscal Year 2006 Unified Planning Work Program (UPWP) for the MPO.

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the *Bloomington/Monroe County Metropolitan Planning Organization Operational Bylaws* are hereby adopted; and,
- (2) That the adopted Operational Bylaws shall be forwarded to all relevant public officials and government agencies, including appropriate officials at the Indiana Department of Transportation and the Federal Highway Administration, 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 by a vote of 9 - 1 , upon this 9th day of December 2005.

Signed
Kent McDaniel
Chair, Policy Committee
Bloomington Area MPO

Signed
Attest: Joshua Desmond
Assistant Director
City of Bloomington Planning Department

Original signed resolution is on file at the City of Bloomington Planning Department



Bloomington/Monroe County Metropolitan Planning Organization

ADOPTION RESOLUTION

RESOLUTION ADOPTING AN AMENDMENT OF THE *BLOOMINGTON/MONROE COUNTY METROPOLITAN PLANNING ORGANIZATION OPERATIONAL BYLAWS*, as presented to the Policy Committee and Technical Advisory Committee of the Bloomington/Monroe County Metropolitan Planning Organization on February 10, 2006.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (MPO) is the duly designated MPO for the Bloomington, Indiana, urbanized area; and

WHEREAS, the MPO is responsible for ensuring that the Bloomington, Indiana, urbanized area's transportation planning program is continuing, comprehensive, and coordinated between the MPO and other public and citizen organizations throughout the planning process, as outlined in the metropolitan planning rule jointly issued in the Federal Register by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) on October 28, 1993; and

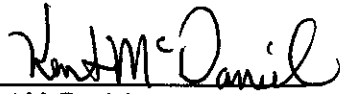
WHEREAS, the operations of the MPO Policy, Technical Advisory and Citizens Advisory Committees are guided by an adopted set of Bylaws; and

WHEREAS, the work conducted to develop the Amendment to the Operational Bylaws was performed under Element 101.01 of the Fiscal Year 2006 Unified Planning Work Program (UPWP) for the MPO.

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the amended *Bloomington/Monroe County Metropolitan Planning Organization Operational Bylaws* are hereby adopted; and,
- (2) That the adopted amendment of the Operational Bylaws shall be forwarded to all relevant public officials and government agencies, including appropriate officials at the Indiana Department of Transportation and the Federal Highway Administration, 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 by a vote of 10 - 0, upon this 10th day of February 2006


Kent McDaniel
Chair, Policy Committee
Bloomington Area MPO


Attest: Joshua Desmond
Assistant Director
City of Bloomington Planning Department

ADOPTION RESOLUTION 2007-06

RESOLUTION AMENDING THE BLOOMINGTON/MONROE COUNTY METROPOLITAN PLANING ORGANIZATION OPERATIONAL BYLAWS, as presented to the Policy Committee and Technical Advisory Committee of the Bloomington/Monroe County Metropolitan Planning Organization (MPO) on March 9, 2007.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization is the duly designated MPO for the Bloomington, Indiana urbanized area; and

WHEREAS, the MPO is responsible for ensuring that the Bloomington, Indiana urbanized area's transportation planning program is continuing, comprehensive, and coordinated between the MPO and other public and citizen organizations throughout the planning process, as outlined in the metropolitan planning rule jointly issued in the Federal Register by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) on October 28, 1993; and


WHEREAS, there currently are no procedures for the Policy Committee to take a special vote on local projects; and

WHEREAS, the Technical Advisory Committee has had difficulty establishing quorum at its regularly scheduled meetings due to the high number of voting members required.

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the Bloomington/Monroe County Metropolitan Planning Organization Operational Bylaws are hereby amended by motion of the Policy Committee to:
 - Allow the Policy Committee to use special voting procedures for local projects; and
 - Fix the quorum for the Technical Advisory Committee at nine (9) voting members.
- (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 by a vote of 10 - 0, upon this 9th day of March, 2007.


Kent McDaniel
Chair, Policy Committee
Bloomington/Monroe County MPO


Attest: Josh Desmond
Director
Bloomington/Monroe County MPO

ADOPTION RESOLUTION FY 2008-11

RESOLUTION ADOPTING AN AMENDMENT TO THE OPERATIONAL BYLAWS OF THE BLOOMINGTON/MONROE COUNTY METROPOLITAN PLANNING ORGANIZATION TO CHANGE CITY REPRESENTATION ON THE TECHNICAL ADVISORY COMMITTEE as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization (MPO) on March 7, 2008.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization (MPO) 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

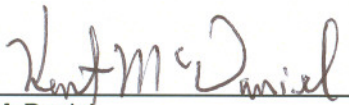
WHEREAS, the City of Bloomington has requested that the Operational Bylaws be amended to reflect the Engineering Department's current division of labor and responsibilities; and


WHEREAS, the Technical Advisory Committee recommended approval of this amendment to the Bylaws at their meeting on February 22, 2008 as did the Citizens Advisory Committee at their meeting on February 27, 2008.

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the Bloomington/Monroe County Metropolitan Planning Organization hereby amends its Operational Bylaws in the following manner:
 - Remove "Manager of Engineering Services, City of Bloomington" from the membership of the Technical Advisory Committee
 - Add "City Engineer, City of Bloomington" to the membership of the Technical Advisory Committee
- (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 by a vote of 9 - 0, upon this 7th day of March, 2008.


Kent McDaniel
Chair, Policy Committee
Bloomington/Monroe County MPO


Attest: Josh Desmond
Director
Bloomington/Monroe County MPO

ADOPTION RESOLUTION FY 2009-06

RESOLUTION ADOPTING AN AMENDMENT TO THE OPERATIONAL BYLAWS as presented to the Policy Committee of the Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) on January 9, 2009.

WHEREAS, the Bloomington/Monroe County Metropolitan Planning Organization 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 ensure that the Operational Bylaws accurately reflect how business is conducted, which includes Committee meeting schedules; and

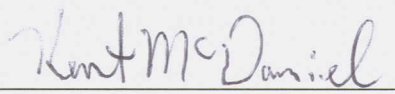
WHEREAS, the Operational Bylaws would benefit from language which allows special voting procedures, clarifies procedures for the Citizens Advisory Committee, identifies that meetings are open to the public, and corrects minor scrivener's errors; and

WHEREAS, the Technical Advisory Committee recommended adoption of the aforementioned Operational Bylaws amendment at their meeting on October 24, 2008 as did the Citizens Advisory Committee on October 22, 2008.

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the Bloomington/Monroe County Metropolitan Planning Organization hereby adopts the following changes to its Operational Bylaws:
 - Indication that all Committee meetings are open to the public;
 - Separation of Policy Committee and Technical Advisory Committee meetings;
 - Provision of special voting procedures for the Technical Advisory Committee and Citizens Advisory Committee;
 - Clarification of Citizen Advisory Committee member voting eligibility;
 - Modification of the deadline for Citizen Advisory Committee agenda suggestions;
 - Corrections and updates to scrivener's errors and outdated text.
- (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 by a vote of 12 - 0, upon this 9th day of January, 2009.


Kent McDaniel
Chair, Policy Committee
Bloomington/Monroe County MPO


Attest: Josh Desmond
Director
Bloomington/Monroe County MPO