

Appendices

Appendix 1

Title VI Complaint Form For Discrimination Claim

The Transportation Policy Committee has approved the form on pages A-3 through A-5 below for the reporting of discrimination claims to MCRPC. The Policy Committee and the McLean County Regional Planning Commission are dedicated to open access to MCRPC for all.

With future action on the Title VI Plan, this form may be revised. New information and forms will be amended into the TIP appendix, and available on the MCRPC website.

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Title VI Complaint Form

McLean County Regional Planning Commission
115 East Washington Street, Suite M-103
Bloomington, Illinois, 61701

Please contact our office should you need assistance
with submitting your complaint.

The McLean County Regional Planning Commission (MCRPC) is committed to ensuring that no person is excluded from participation in or denied the benefit of services it provides on the basis of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, as amended, and related federal legislation.

Title VI complaints must be filed within 180 days from the date of the alleged discrimination by MCRPC. *To file a complaint this completed form must be returned to the McLean County Regional Planning Commission, 115 East Washington Street, Suite M-103, Bloomington, Illinois, 61701. **Faxed or e-mailed forms are not accepted.*** Hand delivery is recommended to ensure that the complaint is received and filed within the statutory deadline. Delivery services providing delivery confirmation are also acceptable.

Section 1

Your Name: _____ Phone: _____

Street Address: _____

City, State, & Zip Code: _____

Section 2

1. Are you filing this complaint on your own behalf? ☐Yes ☐No

2. If you answered "No" to question 1, please describe your relationship to the person (complainant) for whom you are filing and why you are filing for a third party.

3. Have you obtained permission from the aggrieved party (complainant) to file this complaint on his or her behalf? ☐Yes ☐No

Continue to next page

Section 3

4. Have you previously filed a Title VI complaint with the McLean County Regional Planning Commission? ☐Yes ☐No

5. Have you filed this complaint with any other federal, state, or local agencies? ☐Yes ☐No

If you answered "Yes" to question 5, please list other agencies with which this complaint has been filed. If you need more room, please attach any additional information to this form.

Agency: _____

Contact Name: _____

Street Address: _____

City, State, Zip Code: _____

Agency: _____

Contact Name: _____

Street Address: _____

City, State, Zip Code: _____

Section 4

Which of the following best describes the reason for the alleged discrimination of this complaint? Please select any that apply.

☐Race

☐Age

☐Harassment

☐Color

☐National Origin

☐Income Status

☐Sex

☐Disability/Handicap

☐Other (please explain)

Other

Reason(s): _____

Date of Incident: _____

Continue to next page

Please describe the alleged incident on which this complaint is based, and how you feel you were discriminated against, including how others may have been treated differently than you. (If you require additional space or have additional written material pertaining to your complaint, please attach to this form.)

Provide the names and titles of person(s) who allegedly discriminated against you. (If you require additional space or have additional written material pertaining to your complaint, please attach to this form.)

Section 5

I affirm that I have read the above charge and that it is true to the best of my knowledge, information, and belief.

Complainant's Signature:

_____ Date: _____

Print or Type Name of Complainant:

For MCRPC Use Only

Date Received: _____ Notes _____
Received by: _____ Title _____
Action by: _____ Date _____

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Appendix 2

Federal Transportation Funding History

As noted in the individual project descriptions in the TIP report, historically Bloomington, Normal and McLean County have relied on the use of Federal transportation funding for major local projects.

Appendix 2

MCRPC - District 5 Fund Source STU/FAU

Allotments to date	\$24,137,569.89
Fiscal Year 2019 Allotment	\$1,544,423.30
FAU Unobligated	\$846,786.79
STU Unobligated	\$2,713,722.67
STU/FAU Unobligated	\$3,560,509.46
STU/FAU Unplanned	\$4,759,490.54

Past Projects:

Stage: Final Voucher					
Agency	Street	Program Year	STU Project Cost	Total Project Cost	TIP #
Normal	Linden St	1994	\$181,246.03	\$258,945.92	-
Bloomington	W Washington St	1996	\$1,278,770.83	\$1,598,737.18	-
Normal	Beech St	1996	\$970,855.16	\$1,213,924.86	-
Normal	Linden St	1996	\$151,818.40	\$191,470.05	-
Bloomington	Constitution Tr	2001	\$537,036.19	\$671,295.32	-
Normal	Raab Rd	2001	\$800,000.00	\$1,222,402.14	-
Bloomington	Hamilton Rd	2004	\$2,974,987.23	\$5,721,047.41	-
Normal	Northtown Rd	2004	\$1,234,000.00	\$2,143,890.99	-
Bloomington	Hamilton Rd	2006	\$2,374,275.24	\$3,742,424.42	-
McLean	White Oak Rd	2006	\$1,426,484.32	\$1,783,105.40	-
Bloomington	White Oak Rd	2007	\$599,090.03	\$748,865.54	-
Bloomington	Hamilton Rd	2010	\$2,183,824.91	\$2,982,449.97	-
Normal	Northtown Rd	2013	\$3,223,458.88	\$4,029,323.67	N-10-01
McLean	Towanda-Barnes Rd	2015	\$2,300,000.00	\$7,132,158.39	C-15-01
			\$20,235,847.22	\$33,440,041.26	

Recent Projects:

Stage: MPA

Agency	Street	Program Year	STU Project Cost	Total Project Cost	TIP
Normal	Raab Rd	2016	\$1,188,000.00	\$1,529,836.00	N-15-07
			\$1,188,000.00	\$1,529,836.00	

Stage: Programmed					
Agency	Street	Program Year	STU Project Cost	Total Project Cost	TIP
Bloomington	Hamilton Rd	2019	\$800,000.00	\$1,000,000.00	B-03-09
			\$800,000.00	\$1,000,000.00	

Possible Future Projects

Stage: Not Programmed					
Agency	Street	Program Year	STU Project Cost	Total Project Cost	TIP
Bloomington	Hamilton Rd	2020	\$1,600,000.00	\$2,000,000.00	B-03-09
Bloomington	Hamilton Rd	2021	\$5,920,000.00	\$7,400,000.00	B-03-09
			\$7,520,000.00	\$9,400,000.00	

Appendix 3

MCRPC Transportation Planning and Programming Process

Location: <http://www.mcplan.org>

Following are the primary work products of the MCRPC transportation planning program. Current documents are available for review at www.mcplan.org.

1. Unified Work Program (UTWP)

MPO tasks and products are clearly outlined including sufficient detail of who will perform the work, the schedule for completing work, the resulting products, proposed funding and a summary of the total amounts of federal and matching funds. Updated annually.

Title: Unified Work Program FY 2020, July 1, 2019 – June 30, 2020.

Date Approved:

2. Long Range Transportation Plan (LRTP)

Details how the urbanized area transportation system will evolve over the next 25 years. The LRTP covers the Bloomington-Normal urbanized area as delineated by the 2010 U.S. Census and considers a 25-year Metropolitan Planning Area (MPA), which encompasses land outside the urbanized area that is likely to be included in the urbanized area between the years 2015 and 2045. The LRTP looks at the projected evolution of pedestrian, bicycle, bus transit, automobile, rail, and air travel over the next 25 years, addresses the nine federal planning factors, is financially constrained, and includes funding for maintenance and operation of the transportation system. This planning process includes all relevant stakeholders including, but not limited to, environmental, state, other transportation, historical, local land use, economic development agencies, and the general public. Available for 45-day public comment period before approval. Updated every five (5) years.

Title: Transportation: A Changing Climate, Long Range Metropolitan Transportation Plan 2045

Date Approved: November 30, 2017.

3. Transportation Improvement Program (TIP)

Documentation of proposed projects for a five-year fiscal period so that project funding can be secured. Any local project that solicits federal or state monies must be in the TIP in order to be considered for such funding. The TIP is consistent with the LRTP, financially constrained, and developed cooperatively with member agencies including state and local transit operators. Submitted to IDOT for adoption along with self-certification. Available for 30-day public comment period before approval. Updated every year.

Title: Transportation Improvement Program FY 2019-2023

Date Approved: July 26, 2018

Title: Transportation Improvement Program FY 2020-2024

Date Approved: June 28, 2019

4. Title VI Plan

Documents procedures to address complaints related to Title VI of the Civil Rights Act of 1964, American Disabilities Act, and related statutes in compliance with federal regulation. This includes the identification of low-income and minority populations within the planning area to consider effects of the MPO planning process. Available for 45-day public comment period before approval. Updated every five (5) years.

Title: MCRPC Title VI Plan

Date Approved: September 21, 2018

The Title VI Plan incorporates:

Public Participation Plan (PPP)

Documents how the MPO involves the public in different transportation planning processes and what staff undertake to gather, process, and utilize public input when creating plans and how to consider the needs of the traditionally underserved, such as low-income and minority households.

Available for 30-day public comment period before approval. Periodically reviewed and updated.

Title: MCRPC Public Participation Plan

Limited English Proficiency Assistance Plan (LEPP)

Documents how the MPO engages members of the public who experience difficulties in speaking or writing in English, or understanding written or verbal communications in English.

The plan focuses on partnerships and outreach techniques and best practices for involving LEP persons in all phases of transportation planning. Available for 30-day public comment period before approval. Periodically reviewed and updated in consultation.

Title: MCRPC Transportation Access Language Assistance Plan

6. Federally Obligated Projects

Listing of obligated transportation projects for which federal funds have been given in the preceding year, including bicycle and pedestrian projects. Updated every year.

Title: Annual Listing of Federally Obligated Projects, Federal Fiscal Year 2018

Date Approved: September 21, 2018

MPO Self-Certification – to be renewed June 28, 2019

From the Code of Federal Regulations (CFR) 450.334 Self-certifications and Federal certifications: For all MPAs, concurrent with the submittal of the entire proposed TIP to the FHWA and the FTA as part of the STIP approval, the State and the MPO shall certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

Highway and Public Transportation

23 U.S.C. 134 – Highways, Sec. 134. Metropolitan Planning

This section describes the legal framework for metropolitan planning areas (MPAs) and the conduct of the metropolitan transportation planning processes, development of transportation plans, programs, and activities to encourage and promote the safe and efficient management, operation and development of transportation systems.

49 U.S.C. 53 – Public Transportation, Sec. 5303. Metropolitan Transportation Planning

This section provides the legal framework to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between States and urbanized areas. This section also encourages the continued improvement and evolution of the metropolitan and statewide transportation planning processes.

23 CFR part 450.334 (a), Self-certifications and Federal certifications

Regulations to ensure the State and MPAs certify at least every four years that the metropolitan planning process is being carried out in accordance with all applicable requirements.

Clean Air Act and Related Regulation

Clean Air Act (CAA)

The law that defines the Environmental Protection Agency's responsibilities for protecting and improving the nation's air quality and the stratospheric ozone layer. The last major change in the law, as amended by the Clean Air Act Amendments of 1990, was enacted by Congress in 1990.

40 CFR part 93 – Determining Conformity of Federal Action State or Federal

Implementation Plans

This section sets forth policy, criteria, and procedures for demonstrating and assuring conformity of such activities to an applicable implementation plan developed pursuant to the CAA. This section also provides procedures for air quality nonattainment and maintenance to implement requirements with respect to the conformity of transportation plans, programs, and projects which are developed, funded, or approved by the United States Department of Transportation (USDOT), and by MPOs or other recipients of highway or transit funds.

Civil Rights Legislation and Regulation

“No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Title VI of the Civil Rights Act of 1964 outlawed discrimination in the conduct of all federal activities. Subsequent laws and Presidential Orders added handicap, sex, age, and income status to the criteria for which discrimination is prohibited.

Executive Order 12898 directs Federal agencies to make Environmental Justice part of their missions by identifying and addressing disproportionately high and adverse human health or environmental effects of their programs, policies, and activities on minority and low-income populations.

Executive Order 13166 requires Federal agencies to examine the services they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide those services so LEP persons can have meaningful access to them. Federal agencies are required to ensure that recipients of Federal financial assistance provide meaningful access to LEP applicants and beneficiaries.

49 USC 5332

This section states a person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of race, color, religion, national origin, sex, disability, or age.

Federal-Aid Highway Act, 23 CFR part 230

This section provides regulatory standards for the implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts.

Fixing America's Surface Transportation (FAST) Act, Section 1101 (b) of Pub. L. 112-141 and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects.

The American with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq)

This act prohibits discrimination against people with disabilities in employment, transportation, public accommodation, communications, and governmental activities. It prohibits the discrimination on the basis of disability by public accommodations and in commercial facilities. The following regulations refer to non-discrimination and its applicability in transportation:

49 CFR part 27 specifies nondiscrimination on the basis of disability in programs or activities receiving federal financial assistance;

49 CFR part 37 covers transportation services for individuals with disabilities; and

49 CFR part 38 covers ADA accessibility specifications for transportation vehicles.

The Older Americans Act, as amended (42 USC 6101)

This act prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.

23 USC 324

This section prohibits discrimination based on gender.

Rehabilitation Act of 1973 (29 USC 794, §504) and 49 CFR part 27

This section prohibits discrimination against individuals with disabilities.

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Appendix 4

Keeping the TIP Current

Amendments

MCRPC has adopted a process for the management of revisions made to the TIP in the course of its first fiscal year, to accurately and promptly reflect changes in project scope and funding. The defining concepts are discussed on pages 1 through 4 of this report. Generally, substantive alterations in a project consisting of changes in project area or the nature of work to be done, or changes to the amount and/or sources of funding will be incorporated through the amendment process. Amendments require a vote by the Technical Committee to forward the alteration to the Policy Committee for action.

As noted above, in situations where an amendment must be made within a limited amount of time, MCRPC staff will make every reasonable effort to accommodate the agency.

Amendments are posted to the MCRPC TIP page upon approval by the Policy Committee.

Administrative Modifications

Administrative modifications to the TIP will be published on the MCRPC website, www.mcplan.org.

Advance Construction Projects and Status Modifications, pursuant to IDOT Advanced Construction Notifications

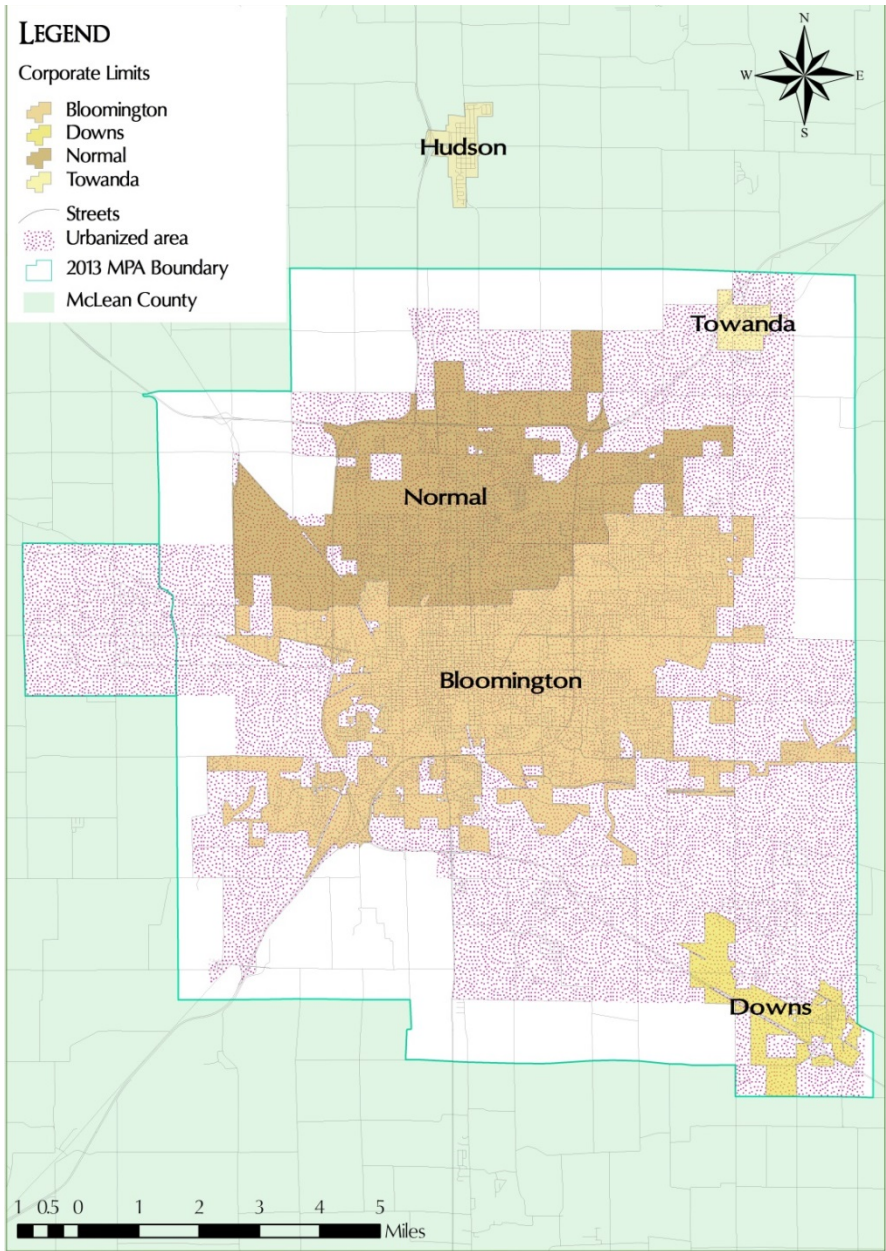
During the course of the first fiscal year for which Transportation Improvement Program is approved, any changes in advanced construction status for projects included in the TIP will be added to an updated version of this Appendix, reflecting administrative modifications made to the current TIP pursuant to status changes made by the Illinois Department of Transportation Office of Planning and Programming. Use the link above to access the web page listing, or contact Transportation Planner Jennifer Sicks by email at jsicks@mcplan.org, or by telephone at 309-828-4331.

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Appendix 5

Metropolitan Planning Area (MPA) Boundary

In compliance with the provisions of the Transportation Equity Act for the 21st Century the McLean County Regional Planning Commission Transportation Technical and Policy Committees adopted the Metropolitan Planning Area Boundary based on Census 2000. The McLean County Regional Planning Commission Transportation Technical and Policy Committees in FY 2003 proposed a revised Metropolitan Planning Area Boundary. The boundary was further revised based on Census 2010, and a minor expansion made to include neighborhoods



along Illinois Route 9 west of Bloomington. The map illustrates the revised boundaries of the planning area for which the Metropolitan Planning Organization has responsibility for transportation planning, pursuant to the provisions of the FAST Act. The planning area is approximate 143 square miles in area, or 12% of the County's total area. Municipal areas within the planning area include the City of Bloomington, the Town of Normal, and the Villages of Downs and Towanda.

Delineation of metropolitan planning boundary:

- Beginning at the intersection of 1200 E Road (County Highway 39, Ropp Road) and 2000 N Road, the boundary extends east 9.35 miles along 2000N Rd to the intersection of 2000 N and 2100 E
- At this point the boundary runs south along 2100E 1 mile to 1900 N Rd (County Highway 14) and continues 1.5 miles along the section line to the intersection of 2100E and 1750N.
- From this point, the boundary continues south 5.5 miles to 1200N (County Highway 28; Ireland Grove Road), and extends 4.35 miles further south from 1200N to US. 150
- The boundary then runs .3 mile southeast along U.S. 150, to the eastern edge of Parcel I.D. No. 29-03-100-006; from this point the boundary runs south 1.08 miles from U.S. 150 to 650N
- The boundary then runs west 2.25 miles along and beyond 650N to 1900E (County Highway 29; Towanda-Barnes Road)
- At 1900E the boundary runs north .5 mile to 700N (County Highway 36)
- From the intersection of 1900E and 700N, the boundary runs west 5.5 miles along 700N to its intersection with 1375E
- From the intersection of 700N and 1375E the boundary runs 1.09 miles north to the southern boundary of Bloomington township
- From that point the boundary runs 3.85 miles west; it then runs 4.04 miles north to Six Points Road
- From Six Points Road the boundary continues north along 1000E to West Washington Street.
- The boundary extends west along Washington Street to County Highway 43, Covell Road.
- The boundary continues north along County Highway 43 to a point 150 feet north of 1650 N,
And continues east to 975E
- On 975E the boundary runs north for 3.39 miles to Northtown Road. On Northtown Road the boundary runs east 2.47 miles to 1200E Road.
- On 1200E Rd (County Highway 39, Ropp Road), the boundary continues north for 2.05 miles to 2000N Road.

Appendix 6

Transportation Improvement Program (TIP) Selection Process

In order to facilitate TIP project selection, the McLean County Regional Planning Commission Transportation Technical and Policy Committees have adopted the following procedure regarding TIP selection for projects that use any form of federal funding.

In FY 2018 the Technical Committee created an evaluation and scoring process for such projects programmed by the local governments. Generally, such projects are few in number in each program year for the local jurisdictions, although they may represent a notable percentage of the total project costs for those jurisdictions. See the main TIP report, which includes the completed scoring for the federal projects in the FY 2020 – 2024 TIP.

In accordance with the FAST Act and earlier legislation, the five-year TIP is financially constrained. That is, all projects in the first-year element have verified funding sources, and the projects in the second through fifth years have "reasonably available" funding sources.

Project implementation priority is given to the first year of the TIP. However, special circumstances may arise necessitating moving a project originally designated for a later year forward to the first year. When such situations arise, it is preferable that the Transportation Policy and Technical Committees be apprised of the change and act to approve it as a TIP amendment. In instances where such a revision must be made on an emergency basis, it will be processed by staff with no action required of the Technical or Policy Committees. MPO staff at the regularly scheduled committee meetings will advise the Technical and Policy Committees of the project advancement, and provide for a ratifying TIP amendment if required.

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Appendix 7

Public Involvement Process

In compliance with the provisions of the successive iterations of federal legislation, the McLean County Regional Planning Commission Transportation Technical and Policy Committees have adopted the following Public Involvement Process. Pursuant to the requirements of the FAST Act, the Technical and Policy Committees have promulgated the McLean County Transportation Public Participation Plan, which constitutes the public involvement process to be employed in future transportation planning activities. The text of the participation plan as adopted in 2007 is included in this Appendix.

The public participation plan below remains in effect pending the adoption of a revised and updated plan.

Public Notice

Announcements and agendas for all Technical and Policy Committee meetings will be sent to the local news media. Meetings of the Committees will be open to the general public. A mailing list will be established so that organizations or interested citizens can receive meeting announcements and agendas.

Transportation Improvements Program (TIP)

Members of the Technical Committee will be notified of the timetable for TIP preparation by agenda item. Project listings can then be submitted to the Technical Committee Chairman from which a draft TIP will be prepared.

The draft TIP will be reviewed by the members of the Technical Committee and will then be made available to the general public for their review and comment. The public review and comment period will be thirty days. Comments during the thirty-day period should be submitted in writing.

One public hearing for the TIP will be held prior to its adoption. A fourteen-day notice will be given prior to the public hearing. Similarly, a public hearing will be held for TIP amendments meeting the criteria of a Major Transportation Investment.

Long Range Transportation Plan

The plan will be available to the general public for a 45-day review and comment period. At this time, written comments will be accepted. A public hearing will be held for the Long Range Transportation Plan prior to its adoption. Fourteen day prior notice of the public hearing will be given.

Public Comments

Public comments on the TIP, the Long Range Transportation Plan, and the Public Participation Statement will be reviewed by the Technical and Policy Committees. All public review and comment periods and public hearings will be advertised.

Public Participation Statement

There will be a forty-five day review and comment period held for the Public Participation Statement.

McLean County Transportation Study Public Participation Plan

The McLean County Regional Planning Commission, acting as the metropolitan planning organization [MPO] for the Bloomington-Normal, Illinois urbanized area, and through the Policy Committee of the McLean County Transportation Study, adopts the following Plan to promote public involvement in transportation planning.

The intent of the McLean County Regional Planning Commission Participation Plan is to provide a process for meaningful public input into transportation decision-making. This process includes offering reasonable opportunities for the public to be informed and involved in the development of transportation plans and programs in the metropolitan area. Proactive outreach to educate and inform the public about transportation issues and options, and to elicit input from the public on transportation issues, is integral to the process. Consistent with the principles underlying SAFETEA-LU, outreach is conducted early in the planning process, and is designed to ensure participation by traditionally underserved populations. The metropolitan transportation planning area refers to the City of Bloomington, the Town of Normal, and the adjoining portions of McLean County anticipated to be developed over the next 20-year period, and as defined in the Long Range Transportation Plan.

Therefore, the McLean County Regional Planning Commission shall provide a reasonable opportunity to comment on proposed plans for citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian and bicycle transportation facilities, representatives of persons with disabilities, and other interested parties.

Components or objectives of the existing public involvement process followed by the McLean County Regional Planning Commission have been revised to incorporate elements required of a Participation Plan process by 23 CFR Part 450.316 pursuant to Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU),(Public Law 109-59, August 10, 2005). Sections A thru C of the Participation Plan address the participation process. Section D addresses the agency consultation process required by SAFETEA-LU of the metropolitan transportation plans and programs.

Section A: Participation Plan Elements

1. Public notification will be provided not fewer than 15 days nor more than 30 days in advance of consideration of action by the Policy Committee of the McLean County Regional Planning Commission on proposed long range [metropolitan] transportation plan updates, transportation improvement programs, and amendments to these planning documents.
 - a. To provide time for full public review and comment on the draft participation plan, and pursuant to 23 CFR §450.316(a)(3), public notification will be provided no less than 45 days in advance of consideration of action on this document by the Policy Committee of the McLean County Regional Planning Commission.
 - b. The draft Transportation Improvement Program [TIP] will be reviewed by the members of the Technical Committee and will be made available to the general public, as specified below, for review and comment. Pursuant to 23 CFR 450.316(b)(1)(iv), the public review and comment period will extend a minimum of 30 days. Comments during the thirty-day period should be submitted in writing. One public hearing for the TIP will be held prior to its adoption, during which public comments will also be received. TIP amendments shall be considered and acted upon in the course of public meetings of the Technical and Policy Committees, as required pursuant to 23 CFR 450.104. Events defined as requiring an amendment to the TIP include major changes to a project, including the addition or deletion of a project or a major change in project cost, project/phase initiation dates, or a major change in design concept or design scope.
 - c. The Long Range Transportation Plan will be available to the general public for a 45 day review and comment period. A public hearing on the Long Range Transportation Plan will be held prior to its adoption.
2. A meeting notice will be provided electronically to local news media, including local public television as applicable, one week in advance of each regular Policy Committee and Technical Committee meeting. Reasonable access to available information about MPO sponsored transportation studies in the metropolitan area will also be provided.
3. Available resources, including web-based mapping, published maps and illustrations and other graphic data will be used by the MPO to visually convey information related to and improving understanding of metropolitan transportation plans and programs.
4. Public information related to transportation plans and programs and meeting notices of the McLean County Regional Planning Commission will be provided electronically on the World Wide Web, including draft and final versions of the Participation Plan. The website will also provide meeting agendas and minutes, information on the purpose, programs and structure of the Regional Planning

Commission, information on MPO planning projects and studies, and contact information for MPO staff.

5. Public meetings sponsored by the McLean County Regional Planning Commission will be held at convenient locations and times. A citizen information period will be provided during each regular MPO meeting.
6. Public input received during the development of the metropolitan transportation plan and the transportation improvement program will be given consideration by the MPO. Significant public comments received will be reported by staff to the Policy Committee and the Technical Committee.
7. Outreach efforts seeking input on metropolitan transportation plans and programs from low income and minority households traditionally underserved by existing transportation systems will be continued and documented. All public participation activities of the McLean County Regional Planning Commission shall be conducted to permit involvement by persons with disabilities, and by persons with limited English proficiency, upon request.
8. Public notices advising citizens in the metropolitan area of the availability of draft transportation plans, transportation improvement programs and conformity reports in local public libraries will be continued. Additional opportunity for public comment will be provided if the final metropolitan transportation plan or transportation improvement program or conformity analysis differs significantly from the version initially made available for public review.
9. The implementation of the McLean County Regional Planning Commission Participation Plan will be coordinated with the statewide transportation planning public involvement and consultation processes developed, as appropriate, with agencies and officials responsible for other planning activities within the metropolitan area that are affected by transportation.
10. The overall effectiveness of procedures and strategies contained in the Participation Plan to ensure a full and open participation process will be reviewed periodically by the McLean County Regional Planning Commission.

Section B: Disposition of Significant Comments

1. When significant comments are received on the draft Long Range Transportation Plan or the Transportation Improvement Program as a result of the Participation Plan, a summary, analysis, and report on the disposition of comments shall be made as part of the final Long Range Transportation Plan and Transportation Improvement Program.

Section C: Agency Consultation on Other Planning Activities

1. As the transportation plan and the transportation improvement program are developed, the MPO shall consult, as appropriate, with agencies and officials responsible for other planning activities in the metropolitan area affected by transportation in order to coordinate planning functions to the maximum extent practicable. The McLean County Regional Planning Commission, through technical assistance and direct participation, contributes to the planning processes of its constituent governments, agencies and partners. Such contributions involve the formulation of regional and local planning and development policy, and the implementation of program and project objectives.
2. The McLean County Regional Planning Commission process for public review, participation and comment on the Transportation Improvement Program serves as the public participation process for the Bloomington-Normal Public Transit System Program of Projects.
3. The nature of the consultation shall include comparison of metropolitan plans and transportation improvement programs, as they are developed, with the plans maps, inventories, and planning documents developed by other agencies.
4. Interested parties, public and private, responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, conservation, and historic preservation in Bloomington-Normal and McLean County shall be included in the planning consultation process, as appropriate. Interested parties whose early and continuous involvement shall be sought include but are not limited to affected public agencies, representatives of public transportation users and employees, freight shippers and providers of freight transportation services, private providers of transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and citizens. Interested parties shall have access to timely information about transportation issues and decision-making processes, and to avenues for direct involvement in the transportation planning process.
5. Metropolitan transportation plans and transportation improvement programs shall be developed with consideration for governmental agencies and non-profit organizations receiving Federal assistance from a source other than the U.S. Department of Transportation for the design and delivery of non-emergency transportation services.
6. The MPO, in cooperation with the Federal Highway Administration, shall provide to all interested parties access to an annual listing of Federally Obligated Projects.

7. The MPO will consider the future development of an operations plan for consulting with other governmental agencies responsible for the development of plans affected by transportation in the metropolitan area

Section D: Public Participation Plan Evaluation

1. Pursuant to 23 CFR 450.316(a)(1)(x), the McLean County Regional Planning Commission shall conduct periodic review of public participation activities and initiatives, and shall revise or amend the Public Participation Plan as needed to enhance public participation in the transportation planning process.
2. Distribution of the McLean County Regional Planning Commission newsletter VISIONS shall be monitored, and changes in the volume distributed assessed. VISIONS is disseminated as a printed document via the U.S. Postal Service, as an electronic document distributed to an email list, and as a downloadable document posted on the Commission website (www.mcplan.org).
3. Postings to the Commission website shall be inventoried and monitored to assess completeness, timeliness and ease of access. Technology to assess frequency of website viewings shall be used to evaluate the impact of the website in providing information and participation opportunities to interested parties and the public.
4. All meeting agendas and minutes of the Transportation Technical and Policy Committees shall be made available on the Commission website. As practicable, supporting documentation cited in agendas and minutes shall also be made available through the website. Website postings relating to the Committees shall be monitored and evaluated pursuant to Section D, paragraph 3, above.
5. The McLean County Regional Planning Commission shall conduct ongoing assessment of the implementation of the Public Participation Plan elements as set forth in Section A, paragraphs 1 – 9, above.
6. In addition to the evaluation described in paragraph 5, above, evaluation criteria shall include the elements presented in Table 1, below, which shall be considered by the Regional Planning Commission and the Technical and Policy Committees in assessing the Public Participation Plan:

Tools and Measurements		
Participation Tool	Quantitative	Qualitative
Mailing Lists	<ul style="list-style-type: none"> • Number of Additions to Mailing List • Diversity of Representation • Quantity of Educational Materials Distributed 	<ul style="list-style-type: none"> • Concise and Clear Information Portrayed • Effectiveness of Newsletter • Format
Public Forums	<ul style="list-style-type: none"> • Number of Events/Opportunities for Public Participation • Number of Comments Received • Number of Participants • Number of Methods Used to Reach Disadvantaged/Disabled Citizens • Diversity of Attendees 	<ul style="list-style-type: none"> • Effectiveness of Meeting Format • Public Understanding of Process • Quality of Response Obtained • Timing of Public Participation • Meeting Convenience, i.e. Time, Location and Accessibility • Use of Public Input in Developing Plan
Commission/Committee Meetings	<ul style="list-style-type: none"> • Number of Comments Received • Number of Participants • Number of Methods Used to Reach Disadvantaged and/or Disabled Citizens • Diversity of Attendees 	<ul style="list-style-type: none"> • Effectiveness of Meeting Format • Public Understanding of Process • Quality of Response Obtained • Meeting Convenience, i.e. Time, Location and Accessibility • Use of Public Input in Developing Plan
MCRPC Website	<ul style="list-style-type: none"> • Number of MPO Documents • Number of Site "Hits" per Quarter • Number of Comments and Suggestions Submitted 	<ul style="list-style-type: none"> • Timeliness of Document Updates • Announcement of Meetings • Accessibility of Information (Site Format) • Quality of Response Obtained

7. The Public Participation Plan shall be reviewed every five years (from date of first adoption) by the staff of the Regional Planning Commission to assess the effectiveness of its procedures.

- a. Staff shall submit recommended revisions or amendments to the Transportation Technical and Policy Committees.
- b. Pursuant to 23 CFR 450.316(a)(3), action by the Technical and Policy Committees to adopt revisions to or amendment of the Public Participation Plan shall be preceded by a period of public review and comment of not less than 45 days.

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Appendix 8

Public Comments

A public hearing regarding the draft FY 2020 – 2024 Transportation Improvement Plan will be held on June 21, 2019 during a scheduled meeting of the Transportation Technical Committee.

Once the hearing concludes, this appendix will be updated to report any comments offered on or before the hearing and their disposition by the Transportation Technical Committee.

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Appendix 9
TO BE UPDATED FOLLOWING MEETING

Minutes of the Transportation **Technical** Committee
June 21, 2019

Minutes

McLEAN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION TECHNICAL COMMITTEE

PENDING, SUBJECT TO COMMITTEE APPROVAL

Friday, June 21, 2019 10:30 a.m.

Government Center, Room 345
115 East Washington Street, Bloomington, Illinois

Committee Members Present (*italics indicated members represented by proxy*)

Call to Order

Public Comment

Minutes

Items for Action

Approval and referral to the Policy Committee of the FY 2020 – 2024 Transportation Improvement Program

Items of Information or Discussion

That Which May Arise

Next Meeting

Adjournment



TO BE UPDATED FOLLOWING THE MEETING

Minutes of Transportation Policy Committee
July 28, 2019

Minutes

McLEAN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION POLICY COMMITTEE

PENDING, SUBJECT TO COMMITTEE APPROVAL

Friday, June 28, 2019 11:30 a.m.
MCRPC, Government Center, 115 East Washington Street,
Bloomington, Illinois

Committee Members Present

Call to Order

Public Comment

Minutes

Items for Action

Approval of the FY 2020 – 2024 Transportation Improvement Program

Items of Information or Discussion

Next Meeting

Adjournment

Appendix 10
Certificates of Publication

PENDING

Appendix 10

