



PPUATS
PEORIA-PEKIN URBANIZED AREA
TRANSPORTATION STUDY
456 FULTON STREET, SUITE 401
PEORIA, IL 61602
PHONE: 309-673-9330
WWW.TRICOUNTYRPC.ORG

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NOTICE OF MEETING

Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee

Wednesday, July 6, 2016 at 9:00 am

**456 Fulton Street, Suite 420
Peoria, IL 61602**

AGENDA

1. Call to Order
2. Roll Call
3. Public Hearing - Fiscal Year 2017-2020 Transportation Improvement Program (TIP) – Public Comment
4. Approval of Minutes – June 1, 2016 Meeting
5. Chairman's Report - *Attachment*
6. Presentation of May Financial Report and Performance Report – *Memo*
7. Approval of Draft FY17-FY20 Transportation Improvement Program (TIP) - *Memo*
8. Update regarding Critical Urban Freight Corridors – *Memo*
9. Discussion of Action Items for Regional Bicycle Connectivity Plan – *Memo*
10. Approval of Memorandum of Understanding (MOU) with IDOT for FTA 5310 Funds – *Memo*
11. Update to Cooperative Agreement Between PPUATS and TCRPC – Draft Memorandum of Understanding (MOU) - *Attachment*
12. Updates:
 - FY17 Special Projects
 - FY16 Special Projects
 - i. Peoria Heights Corridor Plan
 - ii. Peoria Wayfinding Plan
 - iii. Peoria Signal Timing Project
 - STU Subcommittee
13. Next Meeting Date – Wednesday, August 3, 2016
14. Adjournment

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BARTONVILLE CHILLICOTHE CITYLINK CREVE COEUR EAST PEORIA ILLINOIS DEPARTMENT OF TRANSPORTATION
MORTON PEKIN PEORIA PEORIA COUNTY PEORIA HEIGHTS TAZEWELL COUNTY WASHINGTON WEST PEORIA WOODFORD COUNTY



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**Peoria-Pekin Urbanized Area Transportation Study (PPUATS)
 Policy Committee**

Wednesday, June 1, 2016 at 9:00 am

**456 Fulton Street, Suite 420
 Peoria, IL 61602**

MINUTES

1. Call to Order
 Chairman Rainson called the at 9:00 am

2. Roll Call

PPUATS POLICY COMMITTEE

Member	Present	Absent	Member	Present	Absent
Jim Miller, IDOT	x		Jim Ardis, City of Peoria		x
Terrisa Worsfold,* IDOT		x	Rhonda Wolfe, Bartonville		x
Tom O'Neill, Peoria County	x		Tina Hart,* Bartonville		x
Stephen Morris, Peoria County	x		James Dillon, West Peoria	x	
Greg Sinn, Tazewell County	x		John Carlson,* West Peoria		x
Russ Crawford, Tazewell County	x		Ron Rainson, Village of Morton	x	
Barry Logan, Woodford Co.	x		Ginger Herman,* Village of Morton		x
Doug Crew, Chillicothe	x		Matt Fick Peoria Heights	x	
John McCabe, City of Pekin	x		Kyle Smith,* Peoria Heights		x
Dave Mingus, City of E. Peoria		x	Fred Lang, Creve Coeur		x
Steve Ferguson, City of E. Peoria	x		Gary Manier, Washington		x
Scott Recise, City of Peoria		x	Jim Culotta,* City of Washington	x	
Mike Rogers, City of Peoria	x		Sharon McBride, CityLink	x	
Nick Stoffer,* City of Peoria	x		Josh Moore,* CityLink		x

*Alternate

Also present: Steve Van Winkle. Staff: Harms, Martin, Martino, and Hayward



3. Public Comment- none
4. Approval of Minutes – May 4, 2016 Meeting
Rogers moved to approve the May 4, 2016 meeting and Ferguson seconded. Motion carried. Sinn commented that a discussion of prioritizing Tiger Grants should be placed on a future agenda.
5. Chairman's Report
Ranson updated on the following:
 - IDOT has completed modifying the agreement and TCRPC is considering the changes.
 - Eric Miller reported there will be an addendum to the language suggested by IDOT outlining the relationship between TCRPC and PPUATS.
 - Rogers commented he appreciated having Steve Van Winkle attend the PPUATS Policy meeting.
6. Presentation of April Financial Report and Performance Report - *Memo*
 - Martino commented we have not spent all of the FY16 funds. There will be a carryover of \$250,000.
 - McCabe questioned since the state budget has not been approved will this money be impacted?
 - Miller responded no it will not because it is Federal funds, and there is an agreement with US DOT to pass through the funds to us. However, state planning funds are impacted, and we have not put any of these funds in our FY17 budget.
7. Approval of Projects for FY17 Special Projects funding – *Memo*
Crawford moved to approve FY17 Special Projects funding and Dillon seconded. Motion carried.
Ryan Harms explained the 3 special projects recommended by the Special Projects Subcommittee and the Technical Committee, they are: Tazewell County Non-Motorized Wayfinding Plan (\$30,000); East Peoria Washington Street Four Corners Parking and Traffic Study (\$22,800); and TransPORT Multi-Modal Growth Study (\$37,200). Total \$90,000.
8. Recap May 2, 2016 Transportation Funding Symposium and Discussion of Next Steps - *Memo*
Eric Miller reported that Kirk Brown reported on Highway Funding and Craig Fink reported on the shortfall of state funds to local jurisdictions. A plan of action is recommended.

Crawford announced that TCRPC and PPUATS would be heading up an initiative to address the issue. The initiative will include a transportation funding infrastructure plan



and a legislative initiative. He wants all three counties to pass a Resolution of Support for the plan.

9. Updates:

- FY16 Special Projects
 - i. Peoria Heights Corridor Plan
Martino reported the process is going well and is in final stages of study.
 - ii. Peoria Wayfinding Plan
Stoffer reported the contract is signed and moving forward.
 - iii. Peoria Signal Timing Plan
Stoffer reported the counts are complete.
- FY17-FY20 TIP
Martino said they have not received the state program for the TIP and the TIP will not be adopted by July 1, 2016. If anyone has a project that needs to be placed in the TIP immediately, please get the information to her and an amendment to the current TIP will be processed.
- Regional Bike Plan
Hayward updated they are discussing action items and potential connections for the region. Next meeting is June 2; hope to wrap up project in July or August.
- STU Subcommittee
Martino said there is a meeting after this meeting today. The Committee is discussing evaluation criteria.

10. Next Meeting Date – Wednesday, July 6, 2016

11. Adjournment

McBride moved to adjourn at 9:35 a.m. and O'Neill seconded. Motion carried.

Submitted by,
Maggie Martino
Planning Program Manager
Recorder and Transcriber: Debbie Ulrich

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TO: PPUATS Policy Committee

FROM: Eric Miller

SUBJECT: Roles and Responsibilities Related to the Metropolitan Planning Organization

DATE: July 6, 2016

RESPONSIBILITIES OF TCRPC

- Acts as fiscal agent to PPUATS, including
 - Produce financial statements and billings
 - Contract for annual financial audit
 - Develop Indirect Cost Rate
- Ratify the annual work program and budget adopted by PPUATS, including agreements with PPUATS members and CityLink for the required match
- Approve all contracts/agreements for the use of MPO funds that have been recommended by PPUATS, including:
 - Agreements with federal and/or state agencies for the use of state and federal transportation funds
 - Consultants for Special Projects or other planning projects that use federal and/or state transportation funds
- Provide and manage staff for the MPO
- Hire Executive Director

RESPONSIBILITIES OF PPUATS

- Adopt an Annual Unified Work Program, including budget (UWP), for the use of federal and state MPO funds, including agreements with PPUATS members and CityLink for the required match,
- Oversee and manage the UWP
- Program surface transportation funds that are allocated to the MPO from FHWA, FTA, State of Illinois, including:
 - Surface Transportation Urban (STU) funds
 - FTA Section 5310 funds
 - Special Projects funds
- Adopt an annual Transportation Improvement Program (TIP) and amendments
- Adopt a Long Range Transportation Plan for the urbanized area (every 5 years)
- Adopt/update the Public Participation Plan as needed
- Adopt/update the Title VI Policy
- Prepare an annual Listing of Federally Obligated Transportation Funds
- Participate in the triennial Certification Review for FHWA and FTA planning funds,
- Adopt/update the Human Services Transportation Plan (HSTP) for the urbanized area
- Program Transportation Alternatives (TAP) funds
- Adopt the Listing of Functional Classification of roadways in the urbanized area



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: May 2016 Financial Reports and Performance Reports
DATE: July 6, 2016

Action needed by Policy Committee:

Receive and file the May 2016 Financial Report and Performance Report.

Background:

As of the end of May, 90% the fiscal year has elapsed, and 63% of the budget has been used. Staff is estimating that approximately \$235,000 will be carried over to FY17.

PPUATS FINANCIAL REPORT May 2016

	BUDGET	May 2016	YTD	% USED YTD
Salaries	\$304,156	\$22,544	\$216,819	71%
Fringe Benefits	\$84,859	\$6,290	\$60,492	71%
TOTAL SALARIES	\$389,015	\$28,834	\$277,312	71%
INDIRECT COSTS	\$194,508	\$14,417	\$138,655	71%
Direct Costs				
Travel/Training/Conferences	\$9,250	\$487	\$6,267	68%
APWA Conference	\$7,500	\$0	\$0	0%
Computer Hardware & Software	\$18,500	\$880	\$7,147	39%
Contractual (Consultants)	\$15,000	\$550	\$550	4%
Contractual - Special Projects	\$90,000	\$18,619	\$30,042	33%
Audit	\$28,000	\$0	\$0	0%
Retroactive Pay Adjustment	\$0	\$0	\$11,423	0%
Misc (Legal Notices, Printing)	\$2,500	\$0	\$2,434	97%
TOTAL DIRECT COSTS	\$170,750	\$20,536	\$57,863	34%
TOTAL	\$754,273	\$63,787	\$473,830	63%

PPUATS MONTHLY PERFORMANCE REPORT

May 2016

Management and Administration

- Hosted PPUATS Policy and Technical meetings
- Prepared financial records and developed drawdown request for IDOT funds
- Attended Peoria Chamber Transportation Committee
- Attended Pekin Chamber Transportation Committee meeting
- Participated in monthly conference call of statewide HSTP Coordinators
- Participated in monthly conference call of statewide MPO Executive Directors
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee
- Processed TIP Amendment
- Adopted FY17 Unified Work Program
- Adopted 2016 Update to the Human Services Transportation Plan
- Approved urban members of the Human Service Transportation Plan Committee
- Coordinated a symposium on transportation funding issues
- Attended Illinois Association of Regional Councils quarterly meeting
- Discussed suggested revisions to IDOT Cooperative Agreement with TCRPC Executive Board

Data Development and Maintenance

- Continued to maintain GIS system for the region
- Responded to technical assistance requests for GIS

Long Range Planning

- Continued development of Regional Bike Plan; held Steering Committee meeting
- Worked with STU Subcommittee to revise guidelines/criteria for FY21/22 STU funds

Short Range Planning

- Selected consultant for City of Peoria Signal Timing Project
- PPUATS Technical Committee recommended three projects (out of four received) for funding for FY17 Special Transportation Planning Funds
- Adopted revisions to Functional Classification Maps
- Coordinated/hosted Human Services Transportation Plan Committee bi-monthly meeting



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: Draft FY17-FY20 Transportation Improvement Program (TIP)
DATE: July 6, 2016

ACTION NEEDED BY POLICY COMMITTEE:

Approve Draft FY17-FY20 Transportation Improvement Program (TIP).

BACKGROUND:

The Transportation Improvement Program is a federally-mandated document that lists surface transportation projects in the urbanized area that are programmed to receive federal funds. The PPUATS Technical Committee reviewed the Draft TIP at its June 15 meeting and recommends approval of the draft document.

A 30-day public review period, required by federal legislation, is from June 16, 2016 to July 15, 2016. During that time, the Draft TIP is available for review at numerous sites in the urbanized area, and three public hearings will be/have been held:

- June 23, 2016 at the Tri-County Regional Planning Commission monthly meeting
- July 6, 2016 at the PPUATS Policy meeting
- July 20, 2016 at the PPUATS Technical meeting

Comments received from the general public will be incorporated into the TIP. The Final TIP will be presented to the PPUATS Technical Committee on July 20. Final approval by the Policy Committee is scheduled for August 3.

The major changes in the FY17-FY20 TIP are:

- A threshold has been proposed for amendments that must go through the PPUATS Technical and Policy process:
“Changes to listed projects constitute an amendment when the amount of federal aid being revised is greater than 30% of the federal project cost, when the scope of a project is being changed significantly, or when an additional funding source is being added to a project.”
- A new format that will allow staff to make necessary revisions more efficiently.

Due to its size, the Draft TIP has not been included in the Policy packet. It can be accessed on the TCRPC website at <http://www.tricountyrpc.org/transportation-documents>.



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: Critical Urban Freight Corridors
DATE: July 6, 2016

ACTION NEEDED BY POLICY COMMITTEE:

Update

BACKGROUND:

The FAST Act established a new funding stream for highways critical to the movement of freight. Each state will receive an annual allocation of funds through a proscribed formula, with the state of Illinois receiving approximately \$45M annually.

The Illinois Department of Transportation (IDOT) has the opportunity to designate 168.54 miles in urbanized areas throughout the state as Critical Urban Freight Corridors (CUFC). Roads designated as CUFCs will be added to the list of roads already designated by FHWA as part of the Primary Highway Freight System (PHFS). This designation is important as only roads on the CUFC or PHFS list will be eligible for funding under this new formula program.

A public road may be designated as a CUFC if it meets one or more of the following four elements:

- Connects an intermodal facility to the Primary Highway Freight System (PHFS), the Interstate system, or an intermodal freight facility;
- is located within a corridor of a route on the PHFS and provides an alternative highway option important to goods movement;
- serves a major freight generator, logistic center, or manufacturing and warehouse industrial land; or
- is important to the movement of freight within the region, as determined by the MPO or the State.

IDOT requested that each MPO in the state make recommendations on roads to be added to the list of Critical Urban Freight Corridors by **June 15, 2016**. The PPUATS Technical Committee discussed the issue at their June 15, 2016 meeting and recommended the following two corridors to be added:

- IL 29 from E. Manito Road (County Road 1500N) to the intersection of IL29 with IL9 in Pekin, Illinois (Tazewell County).
- Old Galena Road between State Street and Cedar Hills Drive outside of Chillicothe, Illinois (Peoria County).



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: Draft Action Items for Regional Bicycle Plan
DATE: July 6, 2016

ACTION NEEDED BY POLICY COMMITTEE:

Provide input to staff on the draft Action Items for the Regional Bicycle Plan.

BACKGROUND:

Staff has been working on the development of a Regional Bicycle Plan. The purpose of the Regional Bicycle Plan is to: 1) Identify Action Items that can be pursued to strengthen bicycle transportation in the future; and 2) Propose a regional bicycle network that will connect communities in the future.

TCRPC staff is asking the Policy Committee to provide input on the draft of the first part of the plan – Action Items. They have been developed with the Regional Bicycle Plan Steering Committee. Please review these Action Items and let staff know your questions and comments by Friday July 15.

The second part of the Plan – the proposed regional bicycle network map - will be presented to PPUATS at a later date.

The Action Items fall into the following categories:

- Promote Complete Streets and Bicycle Facilities
- Encourage Ridership
- Improve Signage for Bicycle Transportation
- Increase Awareness of Bicycle Infrastructure
- Provide End-of-Trip Facilities
- Connect Bicycling with Mass Transit
- Maintain Bicycle Infrastructure
- Provide Incentives to Promote Bicycling
- Enforce Bicycle and Motor Vehicle Laws
- Educate People on Bikes and People Driving Personal Vehicles
- Gather Data on Bicycle Usage

Please direct your questions and comments to Nick Hayward at 673-9330 or nhayward@tricountyrpc.org.

PEORIA URBANIZED AREA BICYCLE PLAN ACTION ITEMS

Promote Complete Streets and Bicycle Facilities

Action	Responsible Entity	Timeframe
Develop a Complete Streets policy that identifies how TCRPC can best promote Complete Streets in the future	TCRPC	2 Years
Develop a model Complete Streets ordinance/policy that can be promoted for adoption among local jurisdictions	TCRPC	Ongoing
Proactively work with IDOT and local communities to encourage the development of bicycle facilities	TCRPC	Ongoing
Promote the economic benefits of bicycling and bicycle infrastructure to local communities	TCRPC	Ongoing
Encourage communities to plan for bicycle accommodations during community planning processes and redevelopment projects	TCRPC	Ongoing
Promote the efforts of Washington and other communities to become a designated Bike Friendly Community from the League of American Bicyclists so that other communities could pursue this effort	TCRPC	Ongoing
Coordinate with IDOT on the development of bicycle facilities on roadways under IDOT jurisdiction, both as part of roadway reconstruction projects and as stand-alone projects	TCRPC, local governments	Ongoing

Encourage Ridership

Action	Responsible Entity	Timeframe
Maintain a calendar of bike rides, youth bicycle safety events, and other bike events on the TCRPC website	TCRPC	1 Year
Develop a bike valet service for local community events	Local advocacy groups	2 Years
Support and promote efforts to establish a bike-share program in the region, such as the Peoria Area Convention and Visitors Bureau's effort	TCRPC, local governments	Ongoing
Promote 'Bike to Work Week' and other bicycle recognition efforts	TCRPC in cooperation with local governments and local advocacy groups	Ongoing

Improve Signage for Bicycle Transportation

Action	Responsible Entity	Timeframe
Promote regional collaboration on developing wayfinding systems in the region	TCRPC, local governments	Ongoing
Establish wayfinding systems that are compatible throughout the region	TCRPC, local governments	Ongoing
Promote the installation of signage notifying motorists of bicycle use on roadways that have or are planned to have appreciable cyclist use	TCRPC, local governments	Ongoing

Promote the following recommendations for motorist-directed signage recommended by Ride Illinois (the statewide bicycle advocacy group):

Action	Responsible Entity	Timeframe
Establish "BIKES MAY USE FULL LANE" signs in places where cyclists logically would be riding near the center of the lane.	TCRPC, local governments	Ongoing
For roads having appreciable cyclist use, a history of car-bike conflicts, and lane widths of 14 feet or more, use the word-only "STATE LAW - 3 FEET MIN TO PASS BICYCLES" sign.	TCRPC, local governments	Ongoing

For roads having appreciable cyclist use, a history of car-bike conflicts, and lane widths less than 14 feet, use the word-only "STATE LAW – 3 FEET MIN TO PASS BICYCLES" sign or the "CHANGE LANES TO PASS BICYCLES" sign.	TCRPC, local governments	Ongoing
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Increase Awareness of Bicycle Infrastructure

Action	Responsible Entity	Timeframe
Develop and maintain a map of regional bicycle facilities on the TCRPC website	TCRPC	1 Year
Work with Ride Illinois to pursue the development of a hard copy Bicycle Guide and Map for the Peoria area	TCRPC, local advocacy groups	3 Years

Provide End-of-Trip Facilities

Action	Responsible Entity	Timeframe
Develop an informational handout for businesses that provides information about appropriate short-term parking at businesses	TCRPC	1 Year
Develop an informational handout for businesses that provides information about appropriate long-term parking and facilities for employees who bike to work	TCRPC	1 Year
Promote informational handouts among local businesses and area chambers of commerce	TCRPC	1 Year
Maintain a bike parking map for the Peoria area	Local advocacy groups or TCRPC?	Ongoing
Investigate cost-share programs for assisting businesses with purchasing bike racks	TCRPC	2 Years
Promote partnerships between local governments and	TCRPC	Ongoing

businesses to establish end-of-trip facilities		
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Connect Bicycling with Mass Transit

TCRPC staff is in communication with CityLink about possible action items under this category.

Maintain Bicycle Infrastructure

Action	Responsible Entity	Timeframe
Encourage local governments to establish/promote systems that receive and respond to resident maintenance requests	TCRPC, local governments	Ongoing
Encourage local governments to conduct an annual check of bicycle facilities to identify debris removal needs, re-striping needs, and other needs	TCRPC, local governments	Ongoing
Encourage local governments to ensure that long term bicycle facility maintenance needs are part of the overall infrastructure maintenance program	TCRPC, local governments	Ongoing
Promote best practices in design of bicycle facilities in order to avoid future maintenance issues. For example, avoid installing drainage grates parallel to bicycle travel in areas for bicycle use	TCRPC, local governments	Ongoing

Provide Incentives to Promote Bicycling

No action items have been identified to date.

Enforce Bicycle and Motor Vehicle Laws

No action items have been identified to date.

Educate People on Bikes and People in Cars

Action	Responsible Entity	Timeframe
Conduct a large-scale education program that would use outdoor, online, print, radio, and television advertising to promote Sharing the Road and bicycle safety	TCRPC and local stakeholders	As funding becomes available

Conduct a small-scale education program where information about Sharing the Road and bicycle safety is posted on the TCRPC website and linked to other websites	TCRPC	1 Year
Promote bicycle educational activities for youth that are occurring in the region through TCRPC website, social media, and newsletter	TCRPC	1 Year

Gather Data on Bicycle Usage

Action	Responsible Entity	Timeframe
Establish a bike counting program to provide ongoing data about bicycle usage in the region. The program could be established through the use of volunteers, interns, or bicycle counting equipment	TCRPC in cooperation with local governments and local advocacy groups	3 Years



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: Memorandum of Understanding (MOU) with IDOT for FTA Section 5310 Funds
DATE: July 6, 2016

ACTION NEEDED BY POLICY COMMITTEE:

Authorize the Tri-County Regional Planning Commission to Execute the Memorandum of Understanding (MOU) with IDOT for FY15-FY19 FTA Section 5310 funds.

BACKGROUND:

TCRPC is the Co-Designated Recipient, along with IDOT Office of Intermodal Project Implementation (formerly known as the Division of Public and Intermodal Transportation), for FTA Section 5310 funds. The funds are used to provide capital and operating assistance for transportation for elderly persons and persons with disabilities. (Prior to MAP-21, FTA Section 5317 Funds were used for this purpose in a program known as New Freedom.)

Our urbanized area receives an annual allocation of FTA Section 5310 funds. The funds are programmed by the two Co-Designated Recipients. IDOT-OIPI programs a portion of the funds (minimum of 55%) for para-transit vehicles, and we program the remainder for operating assistance and other capital programs.

There is total of \$238,286 in FY15 funds, and \$236,101 in FY16 funds to be split between the two organizations. In addition, IDOT Office of Intermodal Project Implementation has asked that we allocate the FY17, FY18, and FY19 funds even though the allocations for those years has not been published.

Once the MOU has been executed, staff will send out a Call for Projects to eligible sub-recipients for the use of FY15 and FY16 funds. The Human Services Transportation (HSTP) Urban Committee will review project submittals and make recommendations for funding to PPUATS.

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE TRI-COUNTY REGIONAL PLANNING COMMISSION AND THE ILLINOIS DEPARTMENT OF
TRANSPORTATION**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into by and between the Tri-County Regional Planning Commission (the “RPC”), a Special District created under the Illinois Regional Planning Act, and the Illinois Department of Transportation, an agency of the State of Illinois responsible for the transportation network within the State of Illinois and formed pursuant to the laws of the State of Illinois (“IDOT”), located at 2300 S. Dirksen Parkway, Springfield, Illinois 62764.

WITNESSETH:

WHEREAS, in 2015 the U.S. Congress enacted the Fixing America’s Surface Transportation (FAST) Act, a federal transportation authorization that provides funding for public transportation projects; and

WHEREAS, under the FAST Act, many of the changes enacted under the previous federal transportation authorization (MAP-21) related to the Section 5310 Program – Enhanced Mobility of Seniors and Individuals with Disabilities, were continued, and

WHEREAS, the Federal Transit Administration (“FTA”) is responsible for administering and overseeing the 5310 Program for the U.S. Department of Transportation (“DOT”); and

WHEREAS, the rules, regulations, circulars, and other guidance issued by DOT and/or FTA for the Section 5310 Program (collectively “DOT / FTA Guidance”) and the FAST Act govern the roles and responsibilities for the designated recipients of 5310 Program funding; and

WHEREAS, pursuant to the requirements of the FAST Act and DOT / FTA Guidance, the governor of the State of Illinois named RPC and IDOT Designated Recipients of Section 5310 Program funding for the Peoria Urbanized Area; and

WHEREAS, cooperative efforts by IDOT and the RPC as the designated recipients of Section 5310 Program funding for the Peoria Urbanized Area will ensure implementation and administration of the Section 5310 program in accordance with the Coordinated Public Transit Human Services Transportation Plan (HSTP) and each agency’s respective management plan; and

WHEREAS, the Parties desire to define the responsibilities of each party and the amount of funding allocated to each party with respect to the implementation of the Section 5310 Program in the Peoria Urbanized Area for the life of the FAST Act (FFY 15, 16, 17, 18, and 19); and

WHEREAS, the federal appropriations for FFY15 and FFY16 have been determined by DOT; and

WHEREAS, the Parties understand that the federal appropriations for the Section 5310 program for FFY17, FFY18, and FFY19 are not known at this time; however the parties agree that for each federal fiscal year, IDOT will receive 55% of the annual appropriation and the RPC will receive 45% of the annual appropriation; and

NOW, THEREFORE, for good and valuable consideration the Parties agree as follows:

Responsibilities of the Parties and Funding Allocation:

Item	FFY15 (\$238,286)	
	IDOT Share	Tri-County RPC Share
55% of Appropriation (minimum required to be spent on "traditional capital"); To be administered to Peoria-serving 5310 grantees through IDOT's CVP Application	\$131,057.30	\$ 0
45% of Appropriation Peoria 5310 Funds to be used by Tri-County RPC in local call for projects	\$ 0	\$107,228.70
TOTAL	\$131,057.30	\$107,228.70

Item	FFY16 Funds (\$236,101)	
	IDOT Share	Tri-County RPC Share
55% of Appropriation (minimum required to be spent on "traditional capital"); To be administered to Peoria-serving 5310 grantees through IDOT's CVP Application	\$129,855.55	\$ 0
45% of Appropriation Peoria 5310 Funds to be used by Tri-County RPC in local call for projects	\$ 0	\$106,245.45
TOTAL	\$129,855.55	\$106,245.45

Item	FFY17, FFY18, FFY19 Funds	
	IDOT Share	Tri-County RPC Share
55% of Appropriation (minimum required to be spent on "traditional capital"); To be administered to Peoria-serving 5310 grantees through IDOT's CVP Application	55% of FFY Appropriation	\$ 0
45% of Appropriation Peoria 5310 Funds to be used by Tri-County RPC in local call for projects	\$ 0	45% of FFY Appropriation
TOTAL		

Catalog of Federal Domestic Assistance ("CFDA") Number. The CFDA Number for the Section 5310 Program is 20.513.

DOT / FTA Guidance. The Parties acknowledge and understand that throughout the term of this MOU, DOT/FTA may issue further rules, regulations, or guidance that will govern the Section 5310 Program. The Parties agree that the then current DOT / FTA requirements will govern the Section 5310 Program.

Term of the MOU. This MOU shall become effective upon signature by all Parties and shall remain in effect until all funding for the Section 5310 Program for FFY15, 16, 17, 18, and 19 for the Peoria Urbanized Area is expended and each party's obligations as an FTA grantee for the 5310 Program under the FAST Act have expired.

Changes. The Parties may, from time-to-time, request changes to this MOU and/or changes may be necessitated due to updates or revisions to DOT / FTA Guidance and/or to federal statutes that govern the 5310 Program. Changes requested by a party to this MOU must be effected through the written agreement of the Parties. The Parties agree that changes necessitated by updates or revisions to DOT / FTA Guidance and/or federal statutes that govern the Section 5310 Program will be effective upon issuance by DOT, FTA, or the Federal Government and this MOU.

Governing Law. The laws of the State of Illinois shall govern.

Assignability. This MOU may not be assigned, transferred, or any interest in it delegated without the prior written consent of all of the Parties.

Waiver. No waiver by any party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this MOU and shall not be deemed a waiver of the Parties' rights, privileges, claims, or remedies, nor of the Parties' right to insist on the strict compliance with this MOU thereafter.

MOU Binding on Successors. This MOU shall be binding upon and shall inure to the benefit of the Parties of this MOU, their heirs, administrators, successors, and assigns.

Integration. This MOU constitutes the entire understanding of the Parties. This MOU may not be modified except as noted in the "Changes" paragraph of this MOU.

Severability. In the event that any of the terms of this MOU are declared void or unenforceable for any reason, the remaining terms and provisions of this MOU shall remain in full force and effect and shall not be affected by such a declaration.

IN WITNESS WHEREOF, the Parties have caused this instrument to be executed by their respective proper officials and on the dates specified below:

For the Tri-County Regional Planning Commission

Eric Miller, Acting Executive Director

Date

For the State of Illinois, Department of Transportation

Beth McCluskey, Director
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Date

Draft

Memorandum of Understanding (MOU) PPUATS and TCRPC

This MOU will outline the roles of the Tri-County Regional Planning Commission (TCRPC) and the Peoria Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee that are not addressed in the Cooperative Agreement dated August 2008.

Programming of Federal Transportation Planning Funds

TCRPC Staff will administer all Federal funds (FHWA- PL , FTA-5305, and FTA 5310)that are received by the MPO at the direction of the PPUATS Policy Committee. TCRPC staff will present both the PPUATS Policy Committee and TCRPC Board with a Unified Work Program (UWP), PPUATS technical committee will form a subcommittee to provide PPUATS Technical and Policy Committees' with input and development of the UWP. The PPUATS Policy Committee adopt the annual UWP. The TRCPC board will ratify the UWP once it is adopted by the PPUATS Policy Committee.

The UWP dictates how federal transportation planning funds will be used. TCRPC will authorize the Executive Director to administer the work tasks defined in the UWP.

Programming of State Planning Funds

If State Planning Funds (SPF) are available, they shall be included in the UWP. TCRPC staff will administer SPF funds that are allocated to the area at the direction of the PPUATS Policy Committee as outlined in the UWP.

Financial Reporting

TCRPC staff will prepare financial report for all Federal Transportation Planning funds for PPUATS Policy . The financial statements shall contain an accounting of all state and federal transportation planning funds that are allocated to the MPO. TCRPC shall authorize contracts that our listed in the adopted UWP on behalf of the PPUATS Policy committee

Staffing

TCRPC provides staff to the MPO. The Executive Director of TCRPC has the responsibility to manage staffing levels according to adopted UWP. The Executive Board of the Commission is responsible for reviewing the performance of the Executive Director of the Commission. A joint subcommittee of two TCRPC Executive Board members and two PPUATS Policy Committee members shall give input to the TCRPC Executive Board on the hiring or dismissal of the Executive Director.

Annual Meeting

A joint meeting with members of the Commission and Policy Committee will take place on annual basis to hear presentations of the MPO's work and to discuss issues of mutual interest.

TCRPC and the PPUATS Policy Committee will review the MOU on a biannual basis.