

AGENDA

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Policy Committee

Wednesday, June 6, 2018 at 9:00 am

456 Fulton St, Suite 420

Peoria, IL 61602

-
1. Call to Order
 2. Roll Call
 3. Public Comment
 4. Approval of Minutes, May 2, 2018 Meeting – *Attachment*
 5. Chairman’s Report
 6. Presentation of April Financial Report and Performance Report – *Memo*
 7. Approval of FY19 PPUATS Joint Funding Agreement – *Attachment*
 8. Recap of Spring Symposium “Productive Streets: The Driving Force for a Stronger Region”
 9. Updates
 - a. IDOT Special Planning and Research Grant Applications
 - b. FY18 Special Projects and Metropolitan Planning Funds
 - c. IDOT FY 2019-2024 Proposed Highway Improvement Program
 10. Other
 - a. Next meeting scheduled for August 1, 2018 – NO JULY MEETING
 11. Adjournment

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, call 309-673-9330.

Tri-County Regional Planning Commission strives to provide an environment welcoming to all persons regardless of physical or mental challenges, race, gender, or religion. Please call 309-673-9330 to request special accommodations at least two business days in advance.

MINUTES

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Policy Committee

Wednesday, May 2, 2018 at 9:00 am

456 Fulton St, Suite 420

Peoria, IL 61602

1. Call to Order
Chairman Morris called the meeting to order at 9:00 a.m.

2. Roll Call
Introduced and welcomed Dustin Sutton from Peoria Heights

PPUATS POLICY COMMITTEE

Member	Present	Absent	Member	Present	Absent
Karen Dvorsky, IDOT	x		Jim Ardis, City of Peoria		x
Terrisa Worsfold,* IDOT		x	Leon Ricca, Bartonville		x
Tom O'Neill, Peoria County	x		Bob Lawless,* Bartonville		x
Stephen Morris, Peoria County	x		James Dillon, West Peoria	x	
Greg Sinn, Tazewell County		x	Kinga Krider,* West Peoria		x
Mike Harris, Tazewell County		x	Jeff Kauffman, Village of Morton		x
Greg Menold*, Tazewell County	x		Ginger Herman,* Village of Morton		x
Doug Huser, Woodford Co.	x		Dustin Sutton Peoria Heights	x	
Donald White, Chillicothe		x	Kyle Smith,* Peoria Heights		x
John McCabe, City of Pekin	x		Fred Lang, Creve Coeur		x
Dave Mingus, City of E. Peoria		x	Terry Keogel* Creve Coeur		x
Jeff Eder*, City of E. Peoria	x		Gary Manier, Washington		x
Scott Reise, City of Peoria		x	Jim Culotta,* City of Washington	x	

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Patrick Ulrich, City Manager		x	Sharon McBride, City Link		x
Jane Gerdes* City of Peoria		x	Doug Roelfs* City Link	x	
Nick Stoffer,* City of Peoria		x	Mark Rothert* City of Pekin	x	
Ross Black,* City of Peoria	excused		Mike Hinrichsen Village of Germantown Hills	x	

*Alternate

3. Public Comment-none
4. Approval of Minutes – April 4, 2018 Meeting
Hinrichsen moved to approve April 4, 2018 meeting minutes and O'Neill seconded. Motion carried.
5. Chairman's Report
Chairman Morris said he had nothing to report. He mentioned he is not running for County Board, so Chairman Rand will appoint someone to PPUATS. McCabe will be interim, then the nominations committee will appoint someone.
6. Presentation of March Financial Report and Performance Report – *Memo*
Miller updated that the total budget for FY18 is \$1,018,148 which includes the FY18 allotment of \$787,861, plus the carryover of \$230,287. As of the end of January 2018, PPUATS has used approximately 62% of its budget.
7. Approval of FY19 Unified Work Program (UWP) – *Handout*
O'Neill moved to approve FY19 Unified Work Program (UWP) and Menold seconded. Motion carried.
Miller explained the FY19 UWP and that within the agreement is the list of work tasks to be completed with the Federal and State Metropolitan Planning Funds. A notable task staff will be working on is the Long-Range Transportation Plan which is updated on a 5-year cycle.
8. Approval of Intergovernmental Agreement for Performance Measures – *Attachment*
McCabe moved to approve the Intergovernmental Agreement for Performance Measures and Menold seconded. Motion carried.
Martin explained that this document ensures the necessary coordination between Greater Peoria Mass Transit District, PPUATS and IDOT. Specifically, data related to performance measures and targets must be furnished and shared with pertinent parties in a timely manner. Failure to approve the agreement would result FHWA withholding TIP amendment approvals.
9. Approval of TIP Amendment S-18-38 Railroad Grade Crossing Improvements – *Attachment*
Eder moved to approve TIP Amendment S-18-38 Railroad Grade Crossing Improvements and O'Neill seconded. Motion carried.

10. Updates

- a. FY18 Special Projects and Metropolitan Planning Funds
Miller reported that all projects are under contract.
- b. IDOT Local Roads- no report
- c. Spring Symposium – “Productive Streets: The Driving Force for a Stronger Region”
Lees updated the committee on the Streets Symposium held next Thursday and Friday at the Gateway Building

11. Other

- a. Next meeting scheduled for June 6, 2018- ok
 - Vanderhoof talked about the BUILD program which replaces the TIGER Program.
 - May 24 there will be a series of webinars and due date of applications is July 18th.
 - Miller commented that for the activity in the Peoria region we should maybe prioritize the applications locally, and put all regional support in for one application - which might benefit the selected project’s chances of being approved.

12. Adjournment

Adjournment took place at 9:30 am

Submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: April 2018 Financial Report and Performance Report
DATE: May 16, 2018

Action needed by Policy Committee:

Receive and file the April 2018 Financial Report and Performance Report.

Background:

The total budget for FY18 is \$1,018,148. This includes the FY18 budget of \$787,861 plus the carryover of \$230,287. As of the end of April 2018, PPUATS has expended approximately 69% of its budget.

FY18 + Carryover PL/FTA Budget – April 2018

	FY18 + CARRYOVER	Sep-17	YTD	% USED YTD	REMAINING
Salaries	\$356,333	\$28,829	\$281,081	79%	\$75,252
Fringe Benefits	\$92,132	\$7,824	\$74,217	81%	\$17,915
TOTAL SALARIES	\$448,465	\$36,653	\$355,298	79%	\$93,167
INDIRECT COSTS	\$250,647	\$20,452	\$198,256	79%	\$52,391
Direct Costs					
Travel/Training/Conferences	\$18,231	\$981	\$8,301	46%	\$9,930
APWA Conference	\$7,500	\$7,500	\$7,500	100%	\$0
Computer Hardware & Software	\$39,408	\$1,925	\$32,794	83%	\$6,614
Contractual - Engineering	\$24,092		\$0	0%	\$24,092
Contractual - Special Projects	\$190,305		\$80,816	42%	\$109,489
Audit	\$36,000		\$16,000	44%	\$20,000
Misc (Legal Notices, Printing)	\$3,500		\$2,697	77%	\$803
Retroactive Pay	\$0		\$0	0%	\$0
TOTAL DIRECT COSTS	\$319,036	\$10,406	\$148,108	46%	\$170,928
TOTAL	\$1,018,148	\$67,512	\$701,662	69%	\$316,486

PPUATS MONTHLY PERFORMANCE REPORT

April 2018

Management and Administration

- Hosted meetings of PPUATS Policy and Technical Committees
- Prepared financial records and developed drawdown request for IDOT funds
- Attended Peoria Chamber Transportation Committee meeting
- Attended Pekin Chamber Transportation Committee meeting
- Participated in monthly conference call of statewide HSTP Coordinators
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee
- Underwent successful FHWA/FTA quadrennial review
- Completed development of FY19 Unified Work Program (UWP)
- Continued development of FY19-22 Transportation Improvement Program (TIP)

Data Development and Maintenance

- Continued to maintain GIS system for the region
- Continued work on TCRPC/PPUATS website update
- Responded to technical assistance requests for GIS

Long Range Planning

- Continued to implement Regional Bicycle Plan
- Continued discussion and planning for 2020-2045 Long-Range Transportation Plan
- Continued preparations for FY18-20 Transportation Alternatives (TAP) funding round

Short Range Planning

- Monitored progress of FY17 and FY18 Special Projects funds
- Researched and projected Safety performance measure targets
- Monitored and made administrative changes to TIP

RESOLUTION
JOINT PPUATS FUNDING AGREEMENT – UNIFIED WORK PROGRAM FY 2019

This agreement is hereby entered into by the members of the participating agencies of the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee, recognized as the MPO under Section 134 of the *Fixing America's Surface Transportation Act (FAST Act)*. It is intended to set forth the procedures and methods agreed upon to provide sufficient local matching funds enabling the Peoria/Pekin Urbanized Area to receive approximately \$518,825 in Federal Planning (PL) funds and \$135,109 in Federal Transit Administration (FTA) Section 5303 planning funds. Both funding sources require a 20% local match, requiring a total local match of \$163,483 for Fiscal Year 2018. It is further agreed that the Greater Peoria Mass Transit District provides \$3,800 of FTA Section 5307 funds as a pass-through membership fee for participation in the planning process.

The Federal Planning funds, FTA funds, and local matching monies will be utilized for the work and services performed in accordance with the Unified Work Program for Fiscal Year 2019. The work and services and their associated costs as contained in the Unified Work Program were adopted by both the PPUATS Policy Committee and the Tri-County Regional Planning Commission.

Each participating agency identified herein hereby agrees to pay its entire share to the MPO not later than November 1, 2018. The MPO is hereby designated to deposit local funds into a special bank account. Withdrawals from this account shall be for reimbursement for work accomplished on the appropriate work tasks designated in the Unified Work Program. The MPO shall make a monthly report to the PPUATS Policy Committee accounting for the expenses incurred on the work tasks identified in the Unified Work Program. Federal and State funds shall be requested by and dispersed directly to the MPO in accordance with agreements of the State of Illinois and the Greater Peoria Mass Transit District.

The local matching money for FY 2019 shall be provided by each of the participating agencies noted herein by the contributing percentage of MFT funds each such agency received in Calendar Year 2017.

Program Year FY18				
PPUATS Community	2017 MFT Allotment	2017 %	FY2019 Match	
Peoria County	\$ 2,481,299	22.34%	\$	\$36,515
Tazewell County	\$ 1,935,225	17.42%	\$	\$28,479
Woodford County	\$ 636,057	5.73%	\$	\$9,360
City of Peoria	\$ 2,949,204	26.55%	\$	\$43,401
City of Peoria	\$ 874,296	7.87%	\$	\$12,866
City of East Peoria	\$ 600,114	5.40%	\$	\$8,831
City of Washington	\$ 388,092	3.49%	\$	\$5,711
Village of Bartonville	\$ 165,940	1.49%	\$	\$2,442
Village of West Peoria	\$ 119,474	1.08%	\$	\$1,758
Village of Morton	\$ 417,146	3.76%	\$	\$6,139
Village of Peoria Heights	\$ 157,863	1.42%	\$	\$2,323
Village of Creve Coeur	\$ 139,784	1.26%	\$	\$2,057
City of Chillicothe	\$ 156,350	1.41%	\$	\$2,301
Village of Germantown Hills	\$ 88,163	0.79%	\$	\$1,297
Subtotal	\$ 11,109,006	100.00%	\$	\$163,483
Greater Peoria Mass Transit District	N/A	N/A	\$	3,800
TOTAL MATCH			\$	167,283

Any surplus of local matching money with accumulated interest will remain on deposit in the special bank account managed by the MPO with any excess from previous years and may be used for such purposes and projects as designated by the PPUATS Policy Committee.

This agreement is approved as indicated by signature of an agent of the undersigned participating agency represented on the PPUATS Policy Committee:

Bartonville	_____	Date	_____
Chillicothe	_____	Date	_____
Creve Coeur	_____	Date	_____
East Peoria	_____	Date	_____
Germantown Hills	_____	Date	_____
Morton	_____	Date	_____
Pekin	_____	Date	_____
Peoria	_____	Date	_____
Peoria Heights	_____	Date	_____
Washington	_____	Date	_____
West Peoria	_____	Date	_____
Peoria County	_____	Date	_____
Tazewell County	_____	Date	_____
Woodford County	_____	Date	_____