



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

NOTICE OF MEETING

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

Wednesday, September 7, 2016 at 9:00 am

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

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes – August 3, 2016 Meeting - *Attached*
5. Chairman's Report
6. Discussion and Approval of Modification to the Memorandum of Understanding (MOU) between PPUATS and TCRPC - *Attachment*
7. Presentation of July Financial Report and Performance Report – *Memo*
8. Approval of Request by Woodford County to reclassify a roadway from Local Road to Minor Collector – *Attachment*
9. Discussion regarding use of \$156,603 in FY17 State Planning Funds – *Memo*
10. Updates:
 - Regional Bicycle Plan
 - FY17 Special Projects
 - FY16 Special Projects
 - STU Subcommittee
11. Other
 - Next meeting is scheduled for October 5, 2016
12. Adjournment

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.

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, August 3, 2016 at 9:00 am

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

MINUTES

1. Call to Order

Chairman Rainson called the meeting to order at 9:00 a.m.

2. Roll Call- Introduced Brain Fengel- Bartonville Police Chief- alternate

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		Brian Fengel,* 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 Peoria	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 Reeise, 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		Al Stanek,* CityLink	x	
Alternate*					

Staff: Maggie Martino, Ryan Harms, Nick Hayward. Others: Tom Kelso, Betsy Tracey, Craig Fink

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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.



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3. Public Input- none
4. Public Hearing - Fiscal Year 2017-2020 Transportation Improvement Program (TIP) – Crawford moved to open Public Hearing and Logan seconded. Motion carried.
 - o Martino explained the process of the Public Hearing.Public Comment-none
Crew moved to close Public Hearing and O'Neill seconded. Motion carried.
5. Approval of Minutes – July 6, 2016 Meeting – *Attached*
Sinn moved to approve the Jul 6, 2016 minutes as amended and O'Neill seconded. Motion carried.
6. Chairman's Report
Rainson reported on the following:
 - Discussed the MOU and edited the draft. Such questions were:
 - o Issue of Who is MPO?, Who approves what?, How to select Executive Director?,A revised MOU will be mailed out to review and discuss at next meeting.
7. Presentation of June Financial Report and Performance Report – *Memo*
Martino reported as of the end of June 76% of the budget had been expended and will carry over \$183,016 to FY17.
8. Approval of Final FY17-FY20 Transportation Improvement Program (TIP) – *Memo*
 - Harms explained the FY17-FY20 TIP is a four year program of highway and transit projects developed to fulfill the requirements set forth in the FAST Act. The purpose of this document is to identify all street highway and transit projects plus related enhancement projects programmed from Fy17 through FY20 in the PPUATS metropolitan Planning Area using federal Department of Transportation funds.Crew moved to approve the Final FY17-FY20 Transportation Improvement Program (TIP) and McBride seconded. Motion carried.
9. Adoption of Resolution on Transportation Infrastructure Funding – *Attached*
 - Crawford said there a 3 documents (1)Resolution, (2)Pie Chart, and (3) IL Transportation Infrastructure Plan. When this is passed by all entities it will be sent to the state legislatures.
 - Fink explained the pie chart and the contribution of funds.
 -



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- Crawford said this is a serious impact on local roads. Public Safety issues on roads as they are now.
- Rainson mentioned he met with a State Senator and the funds will be frozen at 18%.

Crawford moved to adopt the Resolution, Pie Chart, and IL Transportation Infrastructure Plan and Sinn seconded. Motion carried.

10. Updates:

- **FY17 Special Projects**
Harms updated on the East Peoria 4 Corners project and the Bike Wayfinding project is out for bid and close on the 12th. The 3rd project is the Freight Study for Pekin.
- **FY16 Special Projects**
Harms updated on the Corridor Study for Peoria Heights, City of Peoria-Wayfinding Study. He also said the Traffic Count for Sterling is complete.
- **Regional Bike Connectivity Plan**
Hayward reported that they are in the final stages. Are looking into Networking Map regions in the future. Hope to have this complete by the end of week and send to Policy and Technical. Also want to work on: existing bike trails, Plan improvements, Concept Improvements and Roadway Concepts.
After the review there will be a Public Open House, and revise the final changes and get to Policy for approval.
- **STU Subcommittee**
Martino said there will be a meeting after this meeting. They are getting close to getting the criteria. They then will evaluate resurfacing money.

11. Next Meeting Date – Wednesday, September 7, 2016

12. Adjournment

McBride moved to adjourn at 9:30 a.m. and Dillon seconded. Motion carried.

Submitted by:

Eric Miller

Executive Director

Recorder and Transcriber: Debbie Ulrich

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RONALD RAINSON



31 August 2016

To: PPUATS Policy Committee

Re: TCRPC Relationship

Some time ago IDOT modified the cooperative agreement between PPUATS and the TCRPC. The TCRPC refused to agree to the IDOT modifications and, as an alternative, prepared a Memo of Understanding for our approval and signature. Several Policy Committee members and myself are unwilling to accept the TCRPC MOU and have modified it as shown below. I have also attached an edited copy that highlights the changes we have made in the TCRPC MOU. It is my hope that the Committee will vote to send the modified MOU to the TCRPC.

REVISED MOU

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 may not be addressed in the Cooperative Agreement dated August 2008. PPUATS is the MPO. PPUATS has designated the TCRPC to receive and administer all Federal and State funds as directed by PPUATS.

Programming of Federal Transportation Planning Funds

All decisions on the expenditure of Transportation planning funds, surface transportation funds, and FTA funds are the sole responsibility of PPUATS. 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 in concert with the PPUATS Technical Committee will present the PPUATS Policy Committee with an annual Unified Work Program for its approval. The UWP explains how federal transportation planning funds will be used. PPUATS will authorize TCRPC 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.

Financial Reporting

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

Staffing

The TCRPC provides staff to the MPO. The Executive Director of the TCRPC has the responsibility to manage staffing levels to implement the UWP. A joint subcommittee of two TCRPC Executive Board members and two PPUATS Policy Committee members appointed by

their respective Chairmen shall be responsible for reviewing the performance of the Executive Director and will recommend the hiring or dismissal of the Executive Director for approval by a majority of the PPUATS Policy Committee and a majority of the TCRPC Board. This subcommittee will also determine compensation and benefits for the Executive Director and the overall increase for all other employees. These determinations will be subject to approval by the majority of the Policy Committee and the TCRPC Board.

Ron

MODIFICATION to the TCRPC MOU

Draft

Memorandum of Understanding (MOU) PPUATS and TCRPC

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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 ~~may not be~~ addressed in the Cooperative Agreement dated August 2008. PPUATS is the MPO. PPUATS has designated the TCRPC to receive and administer all Federal and State funds as directed by PPUATS.

Programming of Federal Transportation Planning Funds

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~~All decisions on the expenditure of Transportation planning funds, surface transportation funds, and FTA funds are the sole responsibility of PPUATS.~~

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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 ~~in concert with the PPUATS Technical Committee~~ will present ~~both~~ the PPUATS Policy Committee ~~with an annual Unified Work Program for its approval, 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 will approve adopt the annual UWP. The TCRPC board will ratify the UWP once it is adopted by the PPUATS Policy Committee.

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

Programming of State Planning Funds

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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

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

Staffing

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The TCRPC provides staff to the MPO. The Executive Director of the TCRPC has the responsibility to manage staffing levels ~~according to adopted to implement the~~ 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 appointed by their respective Chairmen shall be responsible for reviewing the performance of the Executive Director and will recommend the hiring or dismissal of the Executive Director for approval by a majority of the PPUATS Policy Committee and a majority of the TCRPC Board. This subcommittee will also determine compensation and benefits for the Executive Director and the overall increase for all other employees. These determinations will be subject to approval by the majority of the Policy Committee and the TCRPC Board. ~~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.~~

Chairman

Tri-County Regional Planning Commission

Chairman

Peoria/Pekin Urbanized Area Transportation Study Policy Committee



MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: July 2016 Financial Reports and Performance Reports
DATE: September 7, 2016

Action needed by Technical Committee:

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

Background:

The new fiscal year began July 1, 2016, and an Agreement with IDOT for the FY17 funds is in place. However, we are currently using the remaining funds (\$183,016) from the FY16 Agreement. The first spreadsheet below shows the entire FY16 budget, and second spreadsheet shows the July results for the carryover amount.

JULY 2016

	BUDGET	JULY 2016	YTD	% USED YTD
Salaries	\$304,156	\$22,269	\$262,775	86%
Fringe Benefits	\$84,859	\$6,732	\$73,833	87%
TOTAL SALARIES	\$389,015	\$29,001	\$336,608	87%
INDIRECT COSTS	\$194,508	\$16,038	\$169,841	87%
Direct Costs				
Travel/Training/Conferences	\$9,250	\$2,630	\$8,904	96%
APWA Conference	\$7,500	\$0	\$7,500	100%
Computer Hardware & Software	\$33,500	\$14,400	\$32,530	99%
Contractual (Consultants)	\$500	\$0	\$550	110%
Contractual - Special Projects	\$90,000	\$0	\$47,517	53%
Audit	\$28,000	\$0	\$25,000	89%
Misc (Legal Notices, Printing)	\$2,500	\$39	\$2,650	106%
Retroactive Pay	\$0	\$0	\$2,266	
TOTAL DIRECT COSTS	\$170,750	\$17,069	\$126,917	74%
TOTAL	\$754,273	\$62,108	\$633,365	84%

FY16 CARRYOVER BUDGET

	CARRYOVER	JULY 2016	YTD	% USED YTD	REMAINING
Salaries	\$63,650	\$22,269	\$22,269	35%	\$41,381
Fringe Benefits	\$17,758	\$6,732	\$6,732	38%	\$11,026
TOTAL SALARIES	\$81,408	\$29,001	\$29,001	36%	\$52,407
INDIRECT COSTS	\$40,705	\$16,038	\$16,038	39%	\$24,667
Direct Costs					
Travel/Training/Conferences	\$2,977	\$2,631	\$2,631	88%	\$346
APWA Conference	\$0	\$0	\$0	0%	\$0
Computer Hardware & Software	\$14,820	\$14,400	\$14,400	97%	\$420
Contractual (Consultants)	\$0	\$0	\$0	0%	\$0
Contractual - Special Projects	\$42,483	\$0	\$0	0%	\$42,483
Audit	\$3,000	\$0	\$0	0%	\$3,000
Misc (Legal Notices, Printing)	-\$111	\$39	\$39	-35%	-\$150
Retroactive Pay	-\$2,266	\$0	\$0	0%	-\$2,266
TOTAL DIRECT COSTS	\$60,903	\$17,070	\$17,070	28%	\$43,833
TOTAL	\$183,016	\$62,108	\$62,108	34%	\$120,908

PPUATS MONTHLY PERFORMANCE REPORT

July 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 meeting
- Attended Pekin Chamber Transportation Committee meeting
- Participated in monthly conference call of statewide HSTP Coordinators
- Participated in statewide MPO Executive Directors meeting
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee
- 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
- Finalized FY17-FY20 Transportation Improvement Program

Short Range Planning

- Monitored progress of FY16 Special Projects
- Distributed RFPs for two of three FY17 Special Projects
- Discussed transportation infrastructure funding strategy



Woodford County

Highway Department

Woodford County
Functional Classification Change
County Highway 27 FAS Rte. 2360

August 8, 2016

Maggie Martino
Planning Program Manager
Tri-County Regional Planning Commission
456 Fulton St., Suite 401
Peoria, IL 61602

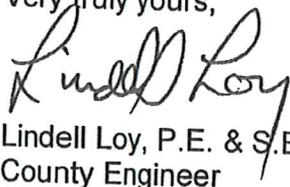
Dear Maggie,

Please be advised that Woodford County intends to present the Illinois Department of Transportation (IDOT) with a request to reclassify County Highway 27 (FAS Route 2360) from Illinois Route 116 to County Highway 25 (location map attached). Currently that highway is classified a Local Road. The request will be to change the classification to a Minor Collector.

In order to make this change the portion of Lourdes Road (TR 26) from Illinois Route 116 to County Highway 25, which is currently classified as a Minor Collector, will have to be classified as a Local Road. This change will actually complete the system realignment that began decades ago with the development of the Santa Fe Trail Project. While a number of jurisdictional changes took place early in this development the County failed to request all of the appropriate Functional Classification changes.

Kindly review this request and present it to the appropriate committee for consideration. Please do not hesitate to contact this office if you have questions or need additional information.

Very truly yours,

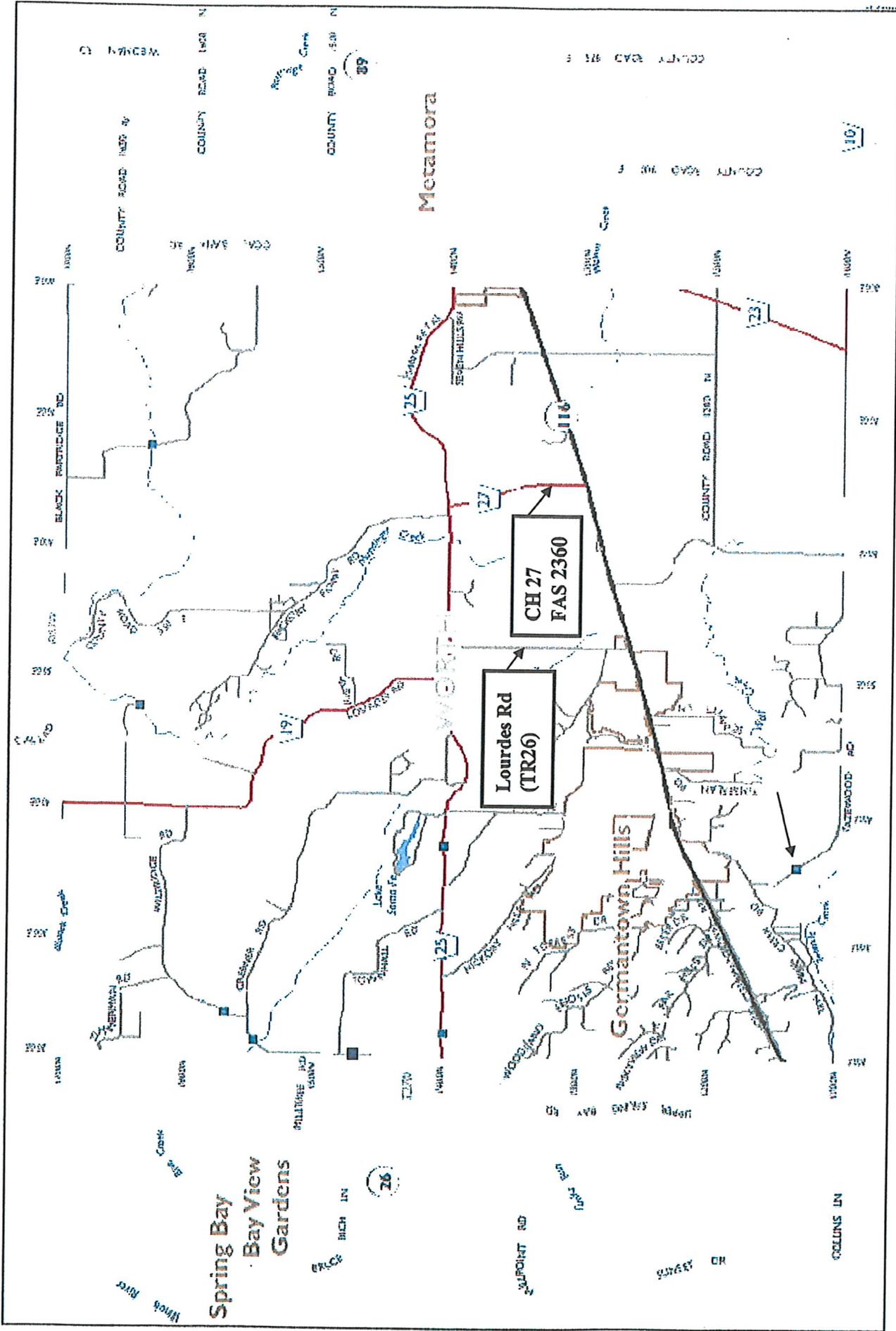


Lindell Loy, P.E. & S.E.
County Engineer

Enc

Word; CH 27 Classification

WCHD-NEW letterhead.doc



Worth Township, Woodford County, IL General Highway Map

Legend

- Interstate Highway
- County Highway
- U.S. Highway
- Rural Road
- Municipal Street
- Railroad
- Bridge



1 inch = 1 mile





MEMORANDUM

TO: PPUATS Policy Committee
FROM: Staff
SUBJECT: FY17 State Transportation Planning Funds
DATE: September 7, 2016

ACTION NEEDED BY POLICY COMMITTEE:

Discussion regarding the use of \$156,603 in FY17 State Transportation Planning Funds.

BACKGROUND:

As the MPO, we receive federal transportation planning funds for transportation projects and programs that are based on a continuing, cooperative, and comprehensive ("3-C) planning process. Since 2011, we have also received state funds through the Illinois Department of Transportation to supplement the federal funds. Except for FY15, when the funds were rescinded due to the state budget impasse, we have received \$150,000 to \$175,000 per year.

The state funds can be used for the activities that are eligible under the federal guidelines. In addition, the funds can be used for all or part of the PPUATS match.

The projects undertaken with State Transportation Planning Funds from FY11 through FY16 include:

- Updating/refining the Travel Demand Model,
- Local match for grants from the Federal Transit Administration,
- Supplementing PL funds for the development of the Long Range Transportation Plan,
- Developing GIS Asset Management Capabilities,
- Developing and implementing an Air Quality strategy to reduce ground level ozone levels,
- Pursuing Passenger Rail,
- Repaying IDOT \$103,000 in indirect cost overcharges for the FY14 fiscal year.

The Technical Committee will propose a Work Program for the funds; it will be presented to PPUATS at a later meeting.