

AGENDA

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Technical Committee

Wednesday, November 15, 2017 at 9:00 am

456 Fulton St, Suite 420

Peoria, IL 61602

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1. Call to Order
 2. Roll Call
 3. Public Comment
 4. Approval of Minutes – October 18, 2017 Meeting
 5. Presentation of October Financial Report and Performance Report – *Memo*
 6. Recommend to Policy TIP Amendment – IDOT US 150 & IL 8 Safety Improvements – *Handout*
 7. Recommend to Policy TIP Amendment – IDOT IL 40 Resurfacing – *Handout*
 8. Discussion of Special Transportation Studies Submissions – *Memo*
 9. Updates
 - a. FY18 Special Projects
 - b. Metropolitan Planning Funds
 - c. IDOT Local Roads
 10. Other
 - a. Next meeting scheduled for January 17, 2018
 11. Adjournment

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MINUTES

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Technical Committee

Wednesday, October 18, 2017 at 9:00 am
456 Fulton St, Suite 420
Peoria, IL 61602

1. Call to Order

Chairman Smith called the meeting to order at 9:00am

2. Roll Call

Member	P	A	Member	P	A
Amy Benecke-McLaren , Peoria County	x		Ed Andrews City of Washington	x	
Jeff Gilles , Peoria County	x		Jon Oliphant , City of Washington	x	
Peoria County*			Patrick Meyer , Village of Bartonville	x	
Craig Fink , Tazewell County	x		Terissa Worsfold , IDOT	x	
Dan Parr , Tazewell County		x	Karen Devorsky* IDOT		x
Lindell Loy , Woodford County	x		Henry Strube, Jr. Village of West Peoria		x
Bill Lewis , City of Peoria		x	Alicia Hermann , Village of West Peoria*		x
Nick Stoffer , City of Peoria	x		Craig Loudermilk , Village of Morton		excused
Stephen Letsky , City of Peoria	x		Frank Sturm , Village of Morton*		x
Jane Gerdes,* City of Peoria		x	Kenneth Coulter , City of Chillicothe		x
Michael Guerra , City of Peoria	x		Courtney Allyn , Village of Creve Coeur		x
Katy Shackelford , City of Peoria		x	Doug Roelfs , City Link		x
Rick Semonski , City of East Peoria	x		Joe Alexander* , City Link		x
Ty Livingston , City of East Peoria		x	Gene Olson , MAAP		x
Kyle Smith , Peoria Heights	x		Eric Miller , TCRPC	x	
Matt Fick* , Peoria Heights		x	Rich Becklin , Village of Germantown Hills	x	

*Alternate

Staff: Harms, Martin, Lees, Abi-Akar, Bruner. Also present: Mike Vanderhoof-IDOT, Simon Alwan-IDOT, Ken Park-IDOT, Ricardo Racendez-IDOT, and Betsy Tracy-FHWA via phone.

3. Public Comment

Miller introduced to the Committee Michael Vanderhoof, who recently joined IDOT as Metropolitan Planning Section Chief.

4. Approval of Minutes – September 20, 2017 Meeting

Andrews moved to approve the September 20, 2017 minutes and Gilles seconded. Motion carried.

5. Presentation of September Financial Report and Performance Report – Memo

Harms reported on the total budget for FY18 is \$1,018,148, including the FY18 budget of \$787,861 plus the carryover of \$230,287. As of the end of September 2017, PPUATS has used about 21% of its budget. Fink moved to accept the September 2017 report and financials and Letsky seconded. Motion carried.

6. Recommend to Policy Committee Safety Performance Measure Targets – Memo

Martin explained IDOT's method for setting Safety performance measure targets. IDOT used 2012-2016 traffic safety data and the ordinary least square projection method to create targets for 2017 and 2018. In cases where the ordinary least-square projection method does not yield at least a 2% annual decrease, a 2% decrease is established instead.

Martin noted that PPUATS and MPOs throughout Illinois must accept IDOT's target method or develop its own by February 27 each year. Martin recommended supporting the IDOT targets.

McClaren moved to recommend to Policy Committee the IDOT Safety targets and Andrews seconded. Motion carried.

7. Update on Special Transportation Planning Projects Program

Harms explained that PPUATS still has uncommitted PL-FTA Consultant Projects dollars in its FY2018 budget. He invited all Technical Committee members to consult with their communities and submit brief proposals, including cost estimates, for consultant projects that can be completed by June 30, 2018.

8. Updates

a. FY18 Special Projects

Harms reported on the following:

- East Peoria Sidewalk Plan is in contract negotiations with the selected consultant, Patrick N. Meyer & Associates.
- Pekin Derby Street Study is underway.

b. Metropolitan Planning Funds

- Peoria Heights Commercial Area Studies are in contract negotiations with the selected consultant, Houseal-Lavine.

c. IDOT Local Roads

Simon Alwan - IDOT reported the following:

- FY19 TARP applications are due on November 3, 2017
- ITEP applications are due December 1, 2017

- FY19 Highway grade crossing safety program (Section 130) Federal Funds is accepting applications and are due December 15, 2015
- Camp Street Phase 2 design
- Northmoor is under construction
- Dirksen Parkway is on Phase II design
- Old Galena/ Cedar pre-final PSE is under review

9. Other

a. Next meeting scheduled for November 15, 2017

- Vanderhoof asked the committee if he could provide updates on any IDOT activities. He acknowledged the \$300M reduction to IDOT's budget for the current year.
 - Fink underscored the effects of the state budget cuts on IDOT projects and their impacts on local roads.
 - McLaren said that consolidated counties, high-growth municipalities, and programs such as TARP are most affected by the cuts.
 - Miller asked if a revenue increase or capitol bill were expected in the short-term. Vanderhoof said that momentum is growing, but warned not to expect any action until after the 2018 elections.
 - Andrews asked if IDOT will meet its federal match requirement. Vanderhoof indicated that they are. Fink noted that according to the Transportation for Illinois Coalition, IDOT is getting close to its threshold.
- Meyer invited all PPUATS communities to get together inventories of their guardrails for upcoming HSIP funding.
- Meyer also advised communities that purchase salt with MFT funds to get their requests in to IDOT by October/November in order to be ready for January.

10. Adjournment

McLaren moved to adjourn at 9:35 am and Fink seconded. Motion carried.

Respectively submitted:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



MEMORANDUM

TO: PPUATS Technical Committee
FROM: Staff
SUBJECT: October 2017 Financial Report and Performance Report
DATE: November 15, 2017

Action needed by Technical Committee:

Receive and file the October 2017 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 September 2017, PPUATS has expended approximately 30% of its budget.

FY18 + Carryover PL/FTA Budget – October 2017

	FY18 + CARRYOVER	Sep-17	YTD	% USED YTD	REMAINING
Salaries	\$356,333	\$29,770	\$119,015	33%	\$237,318
Fringe Benefits	\$92,132	\$8,080	\$30,232	33%	\$61,900
TOTAL SALARIES	\$448,465	\$37,850	\$149,248	33%	\$299,217
INDIRECT COSTS	\$250,647	\$21,120	\$83,280	33%	\$167,367
Direct Costs					
Travel/Training/Conferences	\$18,231	\$96	\$4,475	25%	\$13,756
APWA Conference	\$7,500		\$0	0%	\$7,500
Computer Hardware & Software	\$39,408		\$22,609	57%	\$16,799
Contractual - Engineering	\$24,092		\$0	0%	\$24,092
Contractual - Special Projects	\$190,305	\$4,850	\$25,850	14%	\$164,455
Audit	\$36,000	\$13,200	\$16,000	44%	\$20,000
Misc (Legal Notices, Printing)	\$3,500	\$45	\$2,697	77%	\$803
Retroactive Pay	\$0		\$0	0%	\$0
TOTAL DIRECT COSTS	\$319,036	\$18,191	\$71,631	22%	\$247,405
TOTAL	\$1,018,148	\$77,161	\$304,159	30%	\$713,989

PPUATS MONTHLY PERFORMANCE REPORT

October 2017

Management and Administration

- Hosted meeting of PPUATS Technical Committee
- 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
- Hosted quarterly HSTP Subcommittee meeting
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee

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

Short Range Planning

- Monitored progress of FY17 and FY18 Special Projects funds
- Researched and projected Safety performance measure targets
- Released RFPs/RFQs for special transportation planning projects
- Monitored and made administrative changes to TIP



MEMORANDUM

TO: PPUATS Technical Committee
FROM: Staff
SUBJECT: Special Transportation Studies Submissions
DATE: November 15, 2017

Action needed by Technical Committee:

Establish review committee to evaluate and prioritize requests.

Background:

Staff has determined that approximately \$88,000 identified for “Contractual – Special Studies” is currently uncommitted in the FY 2018 PL-FTA budget. At its October meeting, staff invited committee members to submit proposals for transportation studies that could be completed by June 30, 2018. Summaries of those requests are listed below and all requests are attached.

Submitted Proposals:

<u>Community</u>	<u>Study</u>	<u>Performed by</u>	<u>Cost</u>
Pekin	Greenways and Trails Plan	TCRPC Staff	\$20,000
Peoria, City of	Downtown Wayfinding and Signage Plan	Consultant	\$50,000
East Peoria	ADA Compliance Plan	Consultant	\$30,000
Bartonville	Traffic Signal and Street Light GIS Study	Consultant	\$30,000
Total Requests			\$130,000

Attachments – Special Studies requests

DEPARTMENT OF PUBLIC WORKS

3505 N. Dries Lane
Peoria, IL 61604



October 24, 2017

Mr. Eric Miller
Executive Director
Tri-County Regional Planning Commission
456 Fulton St., Suite 401
Peoria, IL 61602



RE: SPECIAL TRANSPORTATION PLANNING PROJECTS – DOWNTOWN WAYFINDING AND SIGNAGE PLAN

Dear Mr. Miller and Members of the Selection Committee:

Please accept this document as an application for funding of a Downtown Wayfinding and Signage Plan for the City of Peoria through the Special Transportation Planning funds as discussed at the October PPUATS Technical Committee meeting.

The term “Complete Streets” describes a comprehensive and integrated transportation network that allows for safe travel for all users of all ages and abilities. For several years, the City of Peoria has been designing new roadway projects with these ideals in mind. Peoria’s City Council has adopted both a Complete Streets Policy and a Bicycle Master Plan, which further shows our commitment to Complete Streets concepts.

The City of Peoria strives to encourage healthy behavior throughout the community, which includes non-motorized transportation. We anticipate that non-motorized trips will continue to grow as we improve bicycle and pedestrian access. These additional trips will not only be recreational, but also for commuting to and from work and school, as well as shopping and dining. This will be especially true in our densely developed downtown, which includes the Central Business District, River Front, Warehouse District and hospitals. In anticipation of an increase in bicycle trips, the City has developed, through 2016 PPUATS Special Projects funding, a Bicycle Wayfinding Plan which, when implemented, will help guide bicyclists to major areas of Peoria.

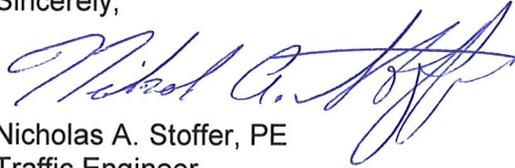
To further encourage pedestrian trips in our downtown and to enhance and promote pedestrian access and convenience, a Downtown Wayfinding and Signage Plan needs to be developed. Elements from the Bicycle Wayfinding Plan may be incorporated to help tie the overall city wayfinding together. This plan would include sign design for routing, wayfinding and distance to direct individuals around downtown Peoria, as well as give suggested sign locations. The overall plan should incorporate signage to route motorists to large venues and off-street parking, which will make the driving trips more efficient, reducing the vehicle impact to our urban core. The plan development will need to include public involvement for greater community buy in. The plan would need to be flexible to accommodate future expansion into other parts of Peoria. Finally, the plan must include a suggested implementation strategy component.

City of Peoria
Public Works Department
3505 N Dries Lane
Peoria IL 61604

The City of Peoria commits to completing this planning project, if funding is granted, by June 30, 2018. The anticipated budget for the proposed Downtown Wayfinding and Signage Plan project is \$50,000 - \$75,000 for sign design, wayfinding, as well as a map of recommended sign locations, by type. We understand that you will receive many worthwhile special project applications and are willing to discuss a local cost share to help make the funds go farther in our region. We anticipate that the full implementation of a proposed Downtown Wayfinding and Signage Plan will be made with City of Peoria funds, which are subject to budget and staff scheduling and may require multiple years for completion.

We feel that this project meets many of the goals of the Fast Act and our Long Range Transportation Strategies and would be a benefit to our region. We are grateful for the opportunity to submit this project for funding consideration and anticipate learning of your findings. If I may be of assistance, or you require additional information, please do not hesitate to contact me at 309-494-8823 or at nstoffer@peoriagov.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nicholas A. Stoffer".

Nicholas A. Stoffer, PE
Traffic Engineer
City of Peoria
Public Works Department
3505 N. Dries Lane
Peoria, IL 61604

SCOPE OF WORK

TRAILS AND GREENWAYS PLAN: Pekin

Pursuant to the terms of the Illinois Department of Transportation (IDOT) requirements for Planning Funds FY 2017/2018, Tri-County Regional Planning Commission (TCRPC) staff agrees to the following Scope of Work:

I. Statement of Purpose

The purpose of the Scope of Work is the development of the proposed plan for On-Road Bike infrastructure in Pekin. The proposed project is to be performed for TCRPC staff for \$20,000 pursuant to the funding agreement for the Planning Funds FY 2017/2018 provided by IDOT. The goal of the plan is to support economic vitality, enhance the integration and connectivity within Pekin, protect and enhance the local transportation mobility, and improve the quality of life for Pekin residents. TCRPC agrees to administer and complete the proposed project for the fulfillment of the requirements and objectives of Rural Planning Funds FY 2017/2018.

II. Deliverables

TCRPC will provide the planning services for the On-Road Bike Plan determined by IDOT and community recommendation. The services provided will include the following:

Phase I

Tasks:

1. Creation of Project Steering Committee - The proposed membership of the Steering Committee is:

- Representatives from the existing bicycle clubs
- Local government staff representing the county and any municipality impacted by the plan
- Local parks and recreation staff and state trails program staff
- Local school district representatives
- Tazewell County Health Department
- IDOT Division of Bicycle and Pedestrian Transportation staff

2. Development of Project Landing Page and Social Media Plan - Development of website landing page on ci.Pekin.il.us to disseminate information, collect input and comments, and host discussions and surveys. Landing page and social media site(s) will be a venue for posting meeting and contact information.

3. Data Collection – The following will be collected in the planning area:

- Existing conditions –widths for potential and selected corridors, existing bicycle facilities, speed limits, traffic, scheduled roadway projects – widening, new facilities, bridges, and resurfacing. Obtain right-of-way data for potential road projects.
- Potential on-road bike lanes and bike route corridors, including utility easements and other potential opportunities for connectivity.

- Scheduled bicycling infrastructure projects, including information on scheduled on-road projects (highway, bridge and bicycle improvement projects).
- Existing bicycle and greenway plans
- Constraints, barriers or gaps in the existing on-road system in Pekin
- Bicycle accident data
- Digital elevation – to generate elevation profiles
- Rider Profiles

4. Initial Public Input – A survey instrument will be developed to gather public input on the following:

- Current riding routes
- Common origins and destinations
- Profile of bike users
- Perceived obstacles and barriers
- Desired improvements (type and locations)

Phase I Deliverables:

- Roadway data
- Scheduled roadway project details
- Scheduled greenway/off-road trail project details
- Existing trail and greenway plans
- Summary of local ordinances and policies
- Public survey results
- Base mapping

Phase II

From the collected data and public surveys, planning staff working on the project will develop project goals and objectives to be vetted by the steering committee. The project scope will be established. On-road bike network routes that would meet the project goals and objectives and connect the regional activity centers will be identified. Planning staff will perform reconnaissance on the potential on-road bike network, analyzing for hazards and frequency of use. Photos will be taken to illustrate typical facility types, roadway conditions and hazards in the location. Right-of-way and will be researched for on-roadway sections, .

Tasks:

1. Development of Project Goals and Objectives - Steering Committee will analyze roadway data, project information, existing plans, and public survey results to develop goals and objectives. A project scope (i.e., extent of bicycle network) will be established.
2. Determination of Potential Corridors/Routes - Routes that meet the project goals and objectives will be identified.

3. Reconnaissance of Potential Corridors/Routes – Routes will be analyzed for the following: sight distance, grade, and hazards.
4. Data Collection of Potential Corridors/Routes - Existing rights-of-way will be determined for the potential on-road routes.
5. Development of Ranking System to Prioritize Routes
6. Research of Ordinance and Policy Measures to Promote Cycling
7. Research Education Programs - Educational programs from other jurisdictions will be evaluated to develop education best practices. Education programs will be sought that address both cyclist behavior and motorist behavior.
8. Research of Cost Estimates for Roadway Improvements and New Facilities - Per-mile cost estimates will be developed for roadway retrofits (trail/greenway additions, improvements), trail accommodations in new roadway construction, new off-road routes, and bridges.

Phase 2 Deliverables:

- Goals and objectives
- Catalog of potential routes
- Analysis of potential routes
- Photographs of existing conditions
- Mapping of potential routes
- Right-of-way data
- Ranking system
- Regulatory/policy best practices
- Education best practices
- Cost Estimates

Phase III – Preliminary Plan Development

Based on analysis of data, the ranking system, and public comment, a draft of the plan will be developed. Design guidelines will be adopted for the regional greenways and trails network to ensure consistent implementation as part of future roadway improvement projects and stand-alone greenways and trails projects.

In addition, the Phase 3 Draft and Final Plan will:

- Ensure that for each project identified any constraints that may hinder project development/implementation are also discussed
- Be clear that routes do not necessarily have to be recommended at all locations where facilities are needed and recommended. While the plan will serve a recreational and economic purpose, we want to also ensure that it is able to meet the needs of certain utilitarian users (which may or may not be part of a signed route).

Tasks:

1. Development of Draft Pekin On-Road Bike Plan for revisions
2. Corridor/Route Prioritization – Recommended corridors/routes will be ranked using the approved project prioritization criteria. Rankings will be used to group projects into short, medium, and long-term needs. Additionally, projects will be grouped into types (i.e. bicycle lane, shoulder improvement, bridge, new roadway construction project, off-road trail, etc.) Further, a few potential scenic bikeways will be identified based on certain scenic criteria and committee input. Project cut-sheets will be provided for local governments with critical projects with more detailed descriptions.
3. Funding Sources and Timeline for Priority Corridors – Details of potential funding sources and tentative timelines for priority corridors will be developed.
4. Development of Design Guidelines for On-Road Bike network- Guidelines for design of on-road bike infrastructure will be developed based primarily on existing IDOT standards.
5. Public Workshop – A public workshop along with additional focus group meetings will be held at various locations in the community. At the workshops, participants will be asked to provide input on the following: Recommended routes network, individual route segments, and recommended design guidelines.
6. Research of Funding Sources for Bicycle Facilities - Details of available funding sources for bicycle projects will be developed. Details of funding sources will include:
 - Applicability to identified projects
 - Eligible recipients of funds
 - Funding cycles
 - Matching requirements

Phase 3 Deliverables:

- Draft of Pekin On-Road Bike
- Mapping of recommended routes network
- Mapping of individual route segments
- Design guidelines
- Prioritization of projects
- List of available funding sources

Phase IV – Plan Creation and Finalization

Review and summarize the comments received from public workshop in Phase 3 and incorporate any necessary changes to the draft plan. Identify practical implementation strategies, including implementation agencies and tracking procedures.

Tasks:

1. Development of Regulatory and Policy Recommendations – based on input from the public, stakeholders, steering committee and data collected.

2. Development of Education Recommendations – based on input from public, stakeholders, steering committee and data collected.
3. Development of Signing and Branding Plan – includes creation of a logo, recommended policies for use of the logo on signing and branding, and identification of preferred sign locations
4. Refinement of Pekin On-Road Bike Plan– Finalize plan documents by including recommendations. Make any additions, deletions, or changes based on public input workshops. Create a matrix that depicts project implementation actions and tracking procedures and identifies implementation agencies. The steering committee and IDOT will have a minimum of three months to review the draft plan and make comments before adoption.

Phase 4 Deliverables:

- Regulatory and Policy Recommendations
- Education Recommendations
- Signing and Branding Plan
- Revised Draft Pekin Trails and Greenways Plan

Phase V – Adoption

TCRPC staff will schedule presentations of the Pekin On-Road Bike Plan to the City’s planning board as well as City Council.

Tasks:

1. Presentation of Pekin On-Road Bike Plan to municipal planning boards

Presentation of Pekin On-Road Bike Plan to municipal and county governing boards – adoption of the plan by governing boards. Adoption by City of Pekin
2. Presentation of Pekin On-Road Bike Plan to the MPO– recommendation for adoption by the MPO and adoption of the plan by the MPO.
3. Distribution of Plan – Publish digital and hard copies of all plan documents for distribution.

Phase 5 Deliverables:

- Printed hard copies of adopted plan and executive summary – each plan will include maps of the network and segments.
- Digital version of adopted plan, executive summary and maps in PDF format
- Digital version of adopted plan, executive summary and maps in editable
- All GIS data compiled and generated for the plan collected in a geodatabase.
- All steering committee meeting agendas, minutes and handouts, public workshop attendee lists, summaries and survey results.
- Publication of all plan documents on the project website.

Additional Requests – FY18 PL-FTA Planning Dollars

East Peoria ADA Plan Data Collection and Plan Development (\$30,000)

The project consultant will inventory and review all ADA ramps in the City of East Peoria as well as identify any future locations where these are needed to be installed. An ADA Accessibility Transition Plan will be created.

Bartonville Traffic Signal and Street Lights Study (\$30,000)

The Village of Bartonville would like to request planning dollars for the inventory and creating a GIS layer for traffic signal and street lights. This is a matter of safety for unknown and unnecessary delays when contractors dig in the roadway and hit unknown electrical lines associated with traffic signals and street lights. The estimated cost is \$30,000.