

# **FISCAL YEAR 2007 OVERALL WORK PROGRAM**



**Tri-County Regional Planning Commission  
411 Hamilton Boulevard, Suite 2001, Peoria, Illinois 61602**

## *Tri-County Regional Planning Commission*

Marcus Adams, Woodford County Board  
 Joyce Antonini, Tazewell County Board  
 James Booth, Woodford County Board  
 Joseph Crowe, Illinois Dept. of Transportation  
 (\*Eric Therkildsen, IDOT alternate)  
 Robert Hunsaker, Woodford County  
 Sharon Kennedy, Peoria County Board  
 Ken Klopfenstein, Tazewell County Board  
 Larry Koch, Tazewell County Board  
 Peter Lambie, Woodford County Board  
 Fred Luedtke, Woodford County Board  
 Michael Mason, Peoria County

George Murray, Village of Peoria Heights  
 Lynn Scott Pearson, Peoria County Board  
 Michael Phelan, Peoria County Board  
 Ronald Rainsom, Tazewell County Board  
 Caroline Schertz, Woodford County Board  
 James Thomas, Peoria County Board  
 James Unsicker, Tazewell County Board  
 Stephen Van Winkle, City of Peoria  
 Terry Von Boeckman, Tazewell County  
 Larry Whitaker, Woodford County Board  
 David Zimmerman, Tazewell County Board

## *Peoria/Pekin Urbanized Area Transportation Study*

### PPUATS Communities

### Policy Committee

### Technical Committee

18 votes

20 votes

Peoria County (3 votes)

**Jeffrey Joyce** (Chair, Policy)  
**Brian Elsasser**  
**Thomas O'Neill**

**Thomas McFarland**  
**Amy Benecke-McLaren**  
**Jeff Gilles**

Tazewell County (2)

**Greg Sinn**  
**Mel Stanford**  
**Larry Koch**

**John Anderson**  
**Dan Parr**

Woodford County (1)

**Peter Lambie**

**Dennis Bachman** (\*Jon Hodel)

City of Peoria (2)

**James Ardis** (\*Stephen Van Winkle)  
**Randy Oliver**

**Gene Hewitt**  
**Nick Stoffer**

City of Pekin (1)

**Frank Mackaman** (\*Dennis Kief)

**Joe Wuellner** (\*Dave Pagliaro)

City of East Peoria (1)

**Charles Dobbelaire** (\*Matt Fick)

**Rick Jeremiah** (Chair, Technical)

City of Washington (1)

**Gary Manier** (\*Robert Morris)

**Ken Newman** (\*Shawn Christ)

Village of Bartonville (1)

**Jeff Zircher** (\*Leon Ricca)

**Roger Rocke**

Village of West Peoria (1)

**James Dillon** (John Carlson)

**Henry Strube, Jr.** (\*Don Bell)

Village of Morton (1)

**Norm Durflinger** (\*Ginger Hermann)

**Robert Wraight**

Village of Peoria Heights (1)

**Mark Allen, Chair** (\*Thomas Horstmann)

**Ric Creasy**

Village of Creve Coeur (1)

**Wayne Baker**

**W.C. Barnes**

Greater Peoria Mass Transit (1)

**Sharon McBride** (\*Ella Bowman)

**Ty Livingston** (\*John Stokowski)

I.D.O.T. – District 4 (1)

**Eric Therkildsen** (\*Scott Carpenter)

**Scott Carpenter** (\*Eric Therkildsen)

Greater Peoria Airport Authority (1, Technical only)

-

**Mary De Vries**

Tri-County RPC Staff (1, Technical only)

-

**Terry Kohlbus**

Advisor – L. Scot LaSalle, I.D.O.T. – District 4  
 Advisor – Sharon Durbin, I.D.O.T. – Office of Planning

**Bold** = one vote  
 \*Alternate

### *Staff*

Terry D. Kohlbus, Executive Director  
 Linda L. Abts, Administrative Assistant/Office Mgr.  
 Eric Miller, GIS Program Manager  
 Greg Sachau, GIS Project Manager  
 Venkatalakshmi Venugopal, GIS Technician  
 Mike Lee, Data Analyst

Thomas Gerend, Planning Program Manager  
 Eman Ibrahim, Planner III  
 Maggie Martino, Planner III  
 John Chambers, Planner II  
 Nicole Nutter, Transportation Planner  
 Melissa Eaton, Planner II  
 Dale Claus, Planner II

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## INTRODUCTION

The Tri-County Regional Planning Commission was established to promote intergovernmental cooperation, regional planning, and a vision for the future. The Commission exists to serve the residents of Peoria, Tazewell and Woodford Counties by offering a forum for leaders of local government, and to develop a vision for the future by defining regional issues, setting goals, and cooperatively implementing plans. The Tri-County Regional Planning Commission is the “Steward of the Regional Vision.”

The Tri-County Regional Planning Commission provides regional planning services to the Tri-County Region which includes Peoria, Tazewell, and Woodford Counties. These services include regional projects such as metropolitan transportation planning services provided in cooperation with the Peoria/Pekin Urbanized Area Transportation Study (PPUATS), and projects which promote responsible land use management and protection of the environmental assets.

### **FY 2006 Highlights**

Major activities in the 2006 OWP Program related to Metropolitan Transportation Planning included:

- Continued support for the Peoria-To-Chicago Freeway and Eastern Bypass with river crossing
- Completed design study for the City of Pekin’s Veterans Drive Extension
- Sponsored City of Pekin Illinois Route 9 (Court St. from 14<sup>th</sup> St to Veterans Drive) Study
- Sponsored City of Peoria Economic Assessment of the Pioneer Parkway Extension project
- Sponsored Village of Morton Detroit and Jefferson intersection study
- Continued the second year of a contract to perform traffic counting activities in District #4
- Completed traffic counting activities as requested by PPUATS members
- Completed the FY 2006-2008 Transportation Improvement Program
- Updated website, including MPO section
- Continued to hold meetings for the Peoria/Pekin Urbanized Area Transportation Study (PPUATS)
- Hosted Geographic Information System Day event
- Completed Illinois Tomorrow grant for Peoria County-Recreational Trails Connectivity Study
- Completed Illinois Tomorrow grant for Tri-County Supply Chain Logistics and Transportation Indicator Study
- Completed and held public hearings on a Regional Intelligent Transportation Systems Plan
- Hosted Regional Transit Plan Steering Committee meetings to coordinate Regional Transit District Plan
- Began “Safe Route to Schools” project process

Other planning activities included:

- Continued promotion of a Erosion and Storm Water Control measures
- Continued to promote greenway and trails planning for the urbanized and unurbanized areas
- Completed Fon du Lac Park District C2000 grant for Spring Creek Forest Restoration and Student-Based Monitoring program
- Completed IDNR grant to develop a legacy plan that inventories natural, agricultural, and cultural resources, identifies threats to these resources, and identifies resource protection strategies to be adopted by local governments in Peoria, Tazewell and Woodford Counties.
- Completed USDA grant to restore 250 acres of forested Illinois River Bluff and provide educational materials on the project in coordination with Peoria Park District
- Performed staffing services for the Peoria GIS
- Completed Cadastral project and continue to maintain website for Peoria GIS
- Continued quality control and GPS utility data conversion for East Peoria
- Completed City of Peoria mapping in Growth Cell Three
- Completed physical inventory of storm sewer facilities located within Limestone Township
- Continue to assist Tazewell and Woodford Counties to implement IDOT grants for Geographic Information Systems
- Provided planning and zoning assistance to Tazewell and Woodford Counties and the City of Pekin
- Continued participation in the Peoria Lakes Basin Alliance, a cooperative effort by various agencies working on restoring the Illinois River
- Completed a Regional Ravine Overlay District Ordinance for City of Peoria and began to assist the City of East Peoria with same process
- Began to develop an Environmental Development District for Peoria County

Completed a comprehensive planning process for the Village of El Paso  
Completed a downtown development plan for the Village of Mackinaw  
Completed an Oakbrook Subdivision Ravine Restoration Concept Plan in coordination with Peoria, Tazewell, and Woodford Counties Soil and Water Conservation District's  
Completed a C2000 grant for Peoria County- Environmental Corridor Inventory  
Continued to assist City of Peoria with Water Company Buyout Investigation  
Continued to advise Peoria Civic Federation on regional issues  
Provided coordination staffing for the Vision 2020 efforts  
Staffed the Illinois River Valley Council of Governments and Stormwater and Legislative Subcommittees

## **THE 2007 OVERALL WORK PROGRAM**

The Fiscal Year 2007 Overall Work Program (OWP) provides the framework for developing the vision and for implementing regional goals for the upcoming fiscal year. The OWP is divided into twelve categories:

1. Overall Management and Operations
2. Regional Planning Services
3. Local Planning Services Projects

### *Unified Planning Work Program*

4. Metropolitan Transportation Planning for PPUATS

### *Additional Contracts and Special Projects*

5. Traffic Counting IDOT-District #4
6. Peoria GIS Staffing
7. IDOT GIS Training Grant
8. IEPA 319 Springdale Creek Restoration
9. IEPA 319 Mossville Bluffs Best Management Practices
10. IDNR C2000 Spreading the Word to Implement Peoria Lake Tributaries Watershed Plans
11. IDOT-DPIT Regional Transit District Study
12. Vision 2020 Coordination Manager Staffing
13. IDOT Travel Demand Forecast Model

## **100-Management and Administration**

### ***SUBCATEGORY 101 - Fiscal Services***

**Sources: All funds**

The Fiscal Services subcategory provides concise, accurate, and effective financial data to the Commission, PPUATS Committees, and the grantees on a continuing basis. Activities include the review, updating, and administration of the cost allocation plan, and the Regional Planning Commission budget. The Tri-County Regional Planning Commission administers federal assistance programs as well as locally funded programs. Costs incurred among these programs benefit more than one program. These costs must be allocated among these programs through the cost allocation plan.

The funding of this subcategory is intended to ensure that the federal regulations are followed. This includes maintaining the accounting records that substantiate the propriety of charges.

#### PROGRAM OBJECTIVES

Maintain the cost allocation plan that defines the nature and extent of services provided and their relevance to the federally sponsored programs.

To ensure that the plan uses a reasonable basis for allocating costs so each program pays its fair share.

To maintain financial records regarding planning programs both in hard copy and on the computer.

To prepare monthly financial reports, payroll, invoices and other related reports.

To prepare checks, documents and related material.

It is expected that the development and completion of these activities is done in conjunction with the Executive Director and the Planning Staff.

#### PRODUCTS AND STAFF ACTIVITIES

- Review and maintenance of the cost allocation plan
- Preparation of annual and work program budgets
- Preparation of invoices and requisitions
- Preparation of payroll
- Data Entry/Processing
- Review invoices and bills and recommend authorization of payment
- Maintain financial data
- Complete banking transactions and record keeping
- Arrange for financial compliance audit
- Approve cost allocation plan
- Approve budget and overall work program
- Timely payment of invoices, requisitions and payroll
- Monthly financial reports to the Commission and PPUATS
- Financial and compliance audit. (Audit starts, July, 2006), (Audit complete, December 2006).

### ***SUBCATEGORY 102 -Management/Administration/Communications***

**Sources: All funds**

This section of the work program represents the daily management and operations of the Commission in regard to providing regional planning services through the Commission and the Peoria/Pekin Urbanized Area Transportation Study (PPUATS.)

The role of the Executive Director includes the development and maintenance of the personnel program and affirmative action plan and ensuring that the policies of the Commission and PPUATS are fulfilled in a timely and effective manner. This subcategory is also to ensure that the Commission and PPUATS implement those planning activities represented in this Work Program consistent with state and federal program requirements.

#### PROGRAM OBJECTIVES

The development and execution of the Overall Work Program shall reflect the input of the Policy Leaders, community planners and citizens of the three county region. The objective of the Executive Director is to work cooperatively to ensure that all aspects of the work program are addressed throughout the fiscal year and to ensure that the studies, plans and programs initiated and completed during the fiscal year meet the needs of the community policy leaders and the residents of the Tri-County Region. In addition, the Executive Director will provide ongoing reports regarding progress

over the past month, and anticipated activities in the coming month.

#### PRODUCTS AND STAFF ACTIVITIES

- Schedule, attend, and administratively support Commission meetings.
- Participate in local, state and federal meetings, seminars and training programs.
- Build and monitor planning team.
- Develop FY 2008 Overall Work Program.
- Administer the Personnel, Affirmative Action, EEO Programs, and other agency policies.
- File grant applications for financial assistance
- Submit completion and quarterly/monthly progress reports.
- Facilitate intergovernmental cooperation.
- Provide and maintain advisory committees
- Prepare and distribute informational material regarding Commission/Staff activities.
- Prepare and deliver presentations on Commission activities.
- Computer and other equipment maintenance.
- Minutes, reports, plans and other documents relative to Commission action.
- Overall Work Program.
- Accounting system.
- Completion and progress reports.
- Activity/status reports.
- Various speeches, presentations.
- Seminars, workshops, symposiums.

## **200-Regional Planning Services**

**Sources: Local Funds**

### ***SUBCATEGORY 201 - Regional Organization Cooperation***

Mission: To provide support and technical assistance to local communities, committees, and organizations.

The Commission and its staff cooperate with the Heartland Water Resources Council, The Nature Conservancy, Tri-County Riverfront Action Forum, Illinois River Country Cooperative Riverfront Development, the Heartland Mayors Association, the Heartland Partnership and Peoria Area Chamber/Economic Development Council, Heart of Illinois Port District, Illinois River Bluffs Ecosystem Partnership, the Conservation Congress, Tri-County Green Matters, Illinois River Coordinating Council, Peoria Civic Federation, Peoria Lakes Basin Alliance, Illinois Association of Regional Councils, Mackinaw River Ecosystem Partnership, Recreational Trails Advocacy, Natural Resources and Your Development, Illinois River Valley Council of Governments, Peoria Riverfront Association, East Peoria Riverfront Committee, and the Tri-County Groundwater Protection Committee. Each of these groups addressed specific regional issues. The Regional Planning Commission's involvement in these groups has provided input into the Commission as well as providing an exchange of ideas and technical skills between the organizations.

#### PROGRAM OBJECTIVES

Provide "as needed" participation in organization meetings and programs and provide progress reports and updates to the Regional Planning Commission. Share expertise and assistance in areas where the Commission and the organizations share goals.

#### PRODUCTS AND STAFF ACTIVITIES

- Continued and ongoing reports on organizational activity.
- Coordination of goals and objectives with the Regional Planning Commission's Goals and Objectives.
- Planning and mapping assistance for various regional activities that fit into the mission of the Tri-County Regional Planning Commission is trying to accomplish.

### ***SUBCATEGORY 202 -Transportation Planning Outside the Urbanized Area***

**Sources: Local Funds**

The efforts of TCRPC are aimed at securing funding for the completion of the planning and construction of the Peoria/Chicago Freeway and improve the transportation network outside the urbanized area.

The Commission will continue to support the findings of the two Transportation Symposiums "Charting the Course and "Picking Up Speed," by advocating construction of the Peoria-to-Chicago Freeway and the Eastern Bypass with river crossing.

#### PROGRAM OBJECTIVES

During the corridor analysis, the Tri-County Regional Planning Commission staff will provide support for the Tri County Regional Planning Commission, PPUATS and other interested parties by monitoring progress on the planning process.

#### PRODUCTS AND STAFF ACTIVITIES

- Maintain on-going communication with state and federal legislators with respect to the study progress and future needs.
- Provide progress reports to the full Commission on a monthly basis including anticipated activities in the forthcoming month.
- Reports regarding progress.
- Maintaining cooperative efforts of community and business leaders throughout the Tri-County region.
- Maintain and develop cooperative relationships with community leaders within the central Illinois Region.
- Continued progress toward construction of the Peoria-to-Chicago Freeway and Eastern Bypass with river crossing
- Maintenance of Tri-County Regional Planning Commission website.

### ***SUBCATEGORY 203-Soil Erosion, Sediment and Storm Water Control Program***

#### **Sources: Local Funds**

Mission: To coordinate, assist, and report on activities undertaken by the three counties and other local governing agencies regarding Erosion, Sediment, and Storm Water Control in an efficient and effective manner.

Erosion and sedimentation is one of the most critical environmental issues facing the Tri-County Region and the entire State of Illinois. The Commission assists the Illinois River Council of Governments Storm Water Committee in an effort to create a regional approach to this issue. Through their efforts, the Commission will continue to pursue creation and adoption of a Stream Buffer Ordinance, Ravine Overlay District, and a Unified Storm Water Ordinance.

The Stream Buffer Ordinance will require all development to designate a required buffer along both sides of the stream and to be a minimum of 30 feet and a maximum of 50 feet wide, depending on the watershed in which it drains into. The buffers are not required to be deeded to the City, and can become a conservation buffer easement if it stays in private hands, thereby, enabling the landowner to receive a tax write off. This ordinance will only apply to new development, and will not enable the landowner to repair existing erosion problems. The buffers can be used for flood control structures, utility rights-of-way, bike and hiking paths, road crossings, stormwater management facilities, recreational and park uses, selective tree and vegetation clearing, or sanitary sewers.

The Ravine Overlay District will be separated into districts to protect existing steep slopes from erosion, public and private property investments, and public safety. It will minimize maintenance and costs associated with improper stormwater drainage on steep slopes, and promote development/ building techniques to minimize damage of urbanization on the forested bluffs, soils and water quality in the Illinois River watershed.

The Unified Stormwater Ordinance meets NPDES Phase II ordinance requirements for construction and post-construction runoff control. The purpose of the ordinance is to have fair and consistent standards, protect natural resources and water quality, reduce impacts of runoff, erosion, sedimentation, and flooding, prevent discharges of contaminated stormwater and illicit discharges, and compliance with existing state and federal regulations.

The Erosion, Sediment, and Storm Water Control effort helps reduce the following critical environmental problems:

- The high rates of soil loss occurring from commercial, industrial, and residential development.
- The washing, blowing, and falling of eroded soil across and upon roadways which endangers the health and safety of users and increases the cost of maintenance.
- The need for repair of gullies, wash-outs, embankments, drainage structures, and stream banks.
- The pollution of streams, ponds, lakes, and rivers, which creates far reaching biological impacts to aquatic life and species dependent upon aquatic life.

- The limitation of water and waterway beneficial uses, including water supply, navigation, recreation, fishery resources, drainage, and flood control.
- The increase in peak storm water runoff rates that if not controlled, can lead to increased stream bed and stream bank erosion and flooding in receiving streams.
- The costly repair or preventative measures needed to protect private and public structures and facilities from erosion and stream bank instability caused by altered stream flow rates that create unsafe conditions and adverse environmental impacts.

#### PROGRAM OBJECTIVES

- Lead efforts to encourage all units of local government to adopt a Unified Storm Water, Stream Buffer, and Ravine Overlay District ordinance
- Develop a program or process for assisting local governments with implementation and enforcement
- Pursue additional grant assistance
- Identify all related erosion and storm water control efforts in the region to ensure that minimal overlap exists and that coordination of efforts among “key” players is pursued whenever possible

#### PRODUCTS AND STAFF ACTIVITIES

- Promote uniformity in the implementation of the Unified Storm Water, Stream Buffer, and Ravine Overlay District ordinances between all participating agencies
- Serve as a communication forum for enforcing agencies
- Address technical issues and amendments to the ordinances as they arise.
- Use the strategies called for in the Education & Public Awareness Program (Speakers Bureau, media campaign) to *actively* pursue adoption of the ordinances
- Develop a program to make the Unified Storm Water, Stream Buffer, and Ravine Overlay District ordinances more appealing to local units of government considering their ~~its~~ adoption

### ***SUBCATEGORY 204-SPRINGDALE CREEK RESTORATION***

**Sources: IEPA 319**

The Commission received funding from the Illinois Environmental Protection Agency to address Non-Point Source (NPS) pollution from sedimentation problems on the Middle Illinois River by proposing restoration and preservation measures along two tributaries that drain into the river. The proposal addresses the Springdale Creek (also known as Turkey Creek) which directly drains into the Peoria Lake in the Illinois River, and Fargo Run which drains into Kickapoo Creek and eventually into the Illinois River System.

#### PROGRAM OBJECTIVES

The Commission proposes to administer this grant which will include a comprehensive planning approach that focuses on restoration (stream stabilization, ecological improvement), protection (acquisition, development management), and prevention (field strategies for pollution reduction), as well as a public education component.

#### PRODUCTS AND STAFF ACTIVITIES

- Install improved structures that will more efficiently and urgently handle sediment load as corrective and preventative practices for the stream
- Identify and document options available for stream stabilization to allow similar techniques to be used by stream segments experiencing similar conditions
- Promote the educational program along with corrective measures

### ***SUBCATEGORY 205-MOSSVILLE BLUFFS BEST MANAGEMENT PRACTICES***

**Sources: IEPA 319**

The Commission received funding from the Illinois Environmental Protection Agency to uncover the primary factors that cause the Mossville Bluffs Watershed to contribute sediment to the Illinois River System, identify actions that may reduce sedimentation, and propose tools for preventing sedimentation in future development projects.

#### PROGRAM OBJECTIVES

The Commission proposes to administer this grant in cooperation with the Illinois Department of Natural Resources, City of Peoria, Natural Resources and Your Development Task Force, Heartland Water Resources Council, Peoria Park District, Homeowners Associations/Residents, Illinois River Bluffs Ecosystem Partnership and elected officials within the Illinois River Bluffs Corridor. The goal of this project is to improve water quality entering the Illinois River from the Mossville Bluffs Watershed by working with public and private landowners to place best management practices on the ground and to utilize this targeted watershed as a demonstration area throughout the Illinois River Bluffs.

#### PRODUCTS AND STAFF ACTIVITIES

- Conduct six public meetings to introduce citizens to the project
- Conduct two half-day workshops focusing on urban stormwater infiltration in urban areas
- Facilitate project selection
- GIS mapping of project sites
- Participate in project review/selection
- Participate in project selection/outreach to neighbors
- Select contractors for forest management and channel stabilization; administer EPA funds to relevant organizations
- Review and approve stormwater infiltration projects; provide input on contractor selection
- Purchase supplies and install urban stormwater infiltration projects
- Install forest management and channel stabilization projects
- Conduct presentations and tours; create and distribute Mossville Bluffs Targeted Watershed project synopsis
- Participate in presentations and tour of the Mossville Bluffs Watershed
- Attend EPA Targeted Watershed Conference
- Implement pre- and post-project monitoring
- Create written synopsis of all watershed plan implementation efforts, including policy development. The document will include pictures, diagrams, and contacts for contractors/vendors

#### ***SUBCATEGORY 206-SPREADING THE WORD TO IMPLEMENT PEORIA LAKES TRIBUTARIES WATERSHED PLANS***

**Sources: IDNR**

The Commission received funding from the Illinois Department of Natural Resources Conservation 2000 Program to educate municipal and county officials/staff on the stormwater policy recommendations of the five watershed plans for Partridge, Tenmile, Ackerman, Farm Creeks and the Mossville Bluffs, which include policy recommendations as well as a summary of accomplishments that have taken place in the Peoria Lakes Basin.

#### PROGRAM OBJECTIVES

The Commission proposes to administer this grant in cooperation with stormwater and watershed planning committees. The overall goal is to promote the implementation of five existing watershed plans through presentations, watershed plan distribution, and the creation of an interactive, multi-media based watershed website.

#### PRODUCTS AND STAFF ACTIVITIES

- Meet with watershed planning committees and Council of Government's Stormwater Committee to outline presentations
- Give presentations to Woodford County, Metamora, Germantown Hills, Tazewell County, East Peoria, Washington, Morton, Peoria County, City of Peoria
- Make copies of plans
- Purchase server space and begin plans for website
- Collect data/create maps for website
- Format website
- Launch website
- Advertise website through local media, interest group websites, and local governmental websites
- Continue updating website and advertisement
- Monitor number of site hits and record any known implementation efforts on private property
- Continue sponsorship of the website and incorporate other watershed within the tri-county area into this site as future planning documents are completed

### **300-Local Planning and Zoning Services**

The local planning program will provide planning and zoning services for specific planning needs. The Planning Staff will work directly with elected and appointed officials of the local government agencies sponsoring the services. The major objective of this category is to provide planning services to local governing agencies as a means of augmenting existing programs or provide planning services where none currently exist.

### ***SUBCATEGORY 301-Tazewell County Planning***

**Source: Tazewell County**

The Regional Planning staff will assist the county in formulating recommendations to update and amend the official county zoning map and create individual zoning classification maps for all 19 townships.

#### PRODUCTS AND STAFF ACTIVITIES

- Update zoning maps to reflect changes in zoning classifications
- Document all changes and report changes to Zoning Administrator
- Attend public hearings as necessary
- Provide recommendations to update the Zoning Code and Land Use Plan as necessary or at the request of the Zoning Administrator or County Board
- Assist with the development of land use pattern analysis, aerial photo analysis, USGS analysis, demographic analysis, zoning clarification analysis, and some field analysis
- Assist in the development of geographic data and mapping (GIS)

### ***SUBCATEGORY 302-Tazewell County Planning and Zoning Review***

**Sources: Tazewell County**

This portion of the program will provide direct assistance to the County Zoning Administrator, Zoning Board of Appeals (ZBA), and the County Board in their decision making process.

#### PROGRAM OBJECTIVES

Provide planning services to the county and individual local governing agencies to augment existing programs or provide planning services where none currently exist.

#### PRODUCTS AND STAFF ACTIVITIES

- Review and report on re-zoning and special use requests. The review will be with respect to ensuring compliance with the Tazewell County Zoning Code, the Subdivision Ordinance, and the Tazewell County Comprehensive Land Use Plan, as well as long range goals and objectives for the county and affected municipalities. This is scheduled on a monthly basis to coincide with Zoning Board Hearings and Land Use Committee meetings. Commission staff will field inspect, draft a report, and submit it for ZBA consideration. Commission staff will be available to the ZBA for questions and comments.
- Review and comment on subdivision proposals within the county. This will be scheduled on an as needed basis and will include a site visit and a report to the Zoning Administrator.

### ***SUBCATEGORY 303-Woodford County Planning and Zoning Review***

**Source: Woodford County, Local**

#### BACKGROUND

This portion of the program will provide direct assistance to the County Zoning Administrator, Zoning Board of Appeals (ZBA), and the County Board in their decision making process.

#### PROGRAM OBJECTIVES

Provide planning services to the county and individual local governing agencies to augment existing programs or provide planning services where none currently exist.

#### PRODUCTS AND STAFF ACTIVITIES

- Review and report on re-zoning and special use requests. The review will be with respect to insuring

compliance with the Woodford County Zoning Code, the Subdivision Ordinance, and the Woodford County Comprehensive Land Use Plan, as well as long range goals and objectives for the county and affected municipalities. This is scheduled on a monthly basis to coincide with Zoning Board Hearings. Commission staff will field inspect, draft a report, and submit it for ZBA consideration. Commission staff will be available to the ZBA for questions and comments.

- Review and comment on subdivision proposals with the county. This will be scheduled on an as needed basis and will include a site visit and a report to the zoning Administrator.

### ***SUBCATEGORY 304-Woodford County Plan and Ordinance Update***

**Source: Woodford County**

The Tri-County Regional Planning Commission has created the Woodford County Comprehensive Land Use Plan to guide the Woodford County Regional Planning Committee and the Woodford County Board in decisions regarding change in land use. TCRPC, in the past year, has continued the process of bringing the county zoning and subdivision ordinances up-to-date, which reflect the needs of Woodford County.

#### **PRODUCTS AND STAFF ACTIVITIES**

- Research current zoning and subdivision ordinance.
- Make recommendations for changes in current ordinances.
- Comprehensive revision of the zoning ordinance and accompanying updated subdivision ordinance.
- Assist in updating Comprehensive Plan to coincide with new zoning ordinance
- Assist in the development of a wind farm ordinance

### ***SUBCATEGORY 305-City of Pekin Zoning Assistance***

**Source: City of Pekin**

This portion of the program will provide direct assistance to the City Zoning Administrator and City Planning Commission in their decision making process.

#### **PROGRAM OBJECTIVES**

Provide planning services to the City of Pekin to augment existing programs or provide planning services where none currently exist.

#### **PRODUCTS AND STAFF ACTIVITIES**

- Review and report on re-zoning and special use requests. The review will be with respect to insuring compliance with the City of Pekin Zoning Code, the Subdivision Ordinance, and the City of Pekin Comprehensive Land Use Plan, as well as long range goals and objectives for the City. This is scheduled on a monthly basis to coincide with Zoning Board Hearings. Commission staff will field inspect, draft a report, and submit it for Planning Commission consideration. Commission staff will be available to the Planning Commission for questions and comments.
- Review and comment on subdivision proposals within the City. This will be scheduled on an as needed basis and will include a site visit and a report to the zoning Administrator.
- Update and revised the City's comprehensive plan and maps

### ***SUBCATEGORY 306-Comprehensive Planning Activities for Communities in the Tri-County Area***

**Source: Local**

The Regional Planning Commission on various occasions has been contracted to provide planning services above and beyond our normal scope of projects. We view these services as an opportunity to provide service to agencies which do not have professional planning staff and agencies who do not have the technological capabilities of TCRPC.

#### **PROGRAM OBJECTIVES**

- Provide planning services to the county and individual local governing agencies to augment existing programs.

- Support development of Geographic Information Systems through education, technical assistance, and identification of State & Federal grant opportunities.

#### PRODUCTS AND STAFF ACTIVITIES

- Promote planning services to units of government in the Tri-County area
- Prepare proposals and contracts for service upon request
- Conduct work as agreed in service contracts
- Various planning services provided to agencies

# **Unified Planning Work Program**

## **Category 400**

## **CATEGORY 400: PPUATS Planning Program**

### INTRODUCTION

As the Metropolitan Planning Organization (MPO) for the Peoria/Pekin urbanized area, the Peoria/Pekin Urbanized Area Transportation Study (PPUATS) provides technical and policy level decision making leadership for transportation planning and programming within the urbanized area and the 20-year growth area. The PPUATS organization is comprised of two committees. The Technical Committee provides for input and expertise, primarily from road engineers in the region. The Policy Committee is responsible for acting on Technical Committee recommendations and officially adopts the Long Range Transportation Plan and Transportation Improvement Program, as well as other measures.

This policy documents the activities of the Tri-County Regional Planning Commission (TCRPC) in its role as the designated Metropolitan Planning Organization (MPO), as defined under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). TCRPC provides the staff support to PPUATS and is the forum for public input to the planning process. The following subcategories have been identified as areas of activity to be undertaken by the Commission staff for fiscal year 2007.

For fiscal year 2007, some of the transportation planning priorities for the Peoria/Pekin Urbanized Area includes:

- Congestion Mitigation; Interstate-74. The \$460 million reconstruction of I-74 began in the spring of 2003. Construction will continue through the rest of the year, and is scheduled for completion during winter of 2006. I-74 was built over 40 years ago and was never constructed to be an interstate. The pavement and bridges are worn down and most of the on and off ramps pose a safety threat to motorists. Many of the segments of I-74 exceed the statewide average accident rate, and some segments are more than double the statewide average accident rate. During construction, there will be some of the worst congestion the area has ever seen. Intelligent transportation systems (ITS) and public transportation is to be used to improve traffic efficiency. Planning for movement of emergency vehicles must be done as well.
- Implementation of the FY 2005-2030 Long-Range Transportation Plan. The FY 2005-2030 Long-Range Transportation Plan was adopted on January 19<sup>th</sup>, 2005 and has since been approved by FHWA.
- Development of the FY 2008-2010 Transportation Improvement Program. The Transportation Improvement Program details the transportation planning activities to be conducted through Tri-County Regional Planning Commission during each fiscal year. This work is carried out with the cooperation from our local city and county engineers and planners, the transit operators, representatives from the Illinois Department of Transportation, and staff of the Federal Highway Administration and the Federal Transit Administration. The work program focuses on the three main transportation responsibilities of Tri-County Regional Planning Commission: 1) the coordination of overall transportation planning and operations activities; 2) maintaining a long-range transportation plan; and 3) the programming of transportation projects to address the needs identified in that plan and associated studies.
- Regional Modeling: Travel Demand Forecasting. Development of a powerful, accessible, and useful GIS based transportation model to use as an effective tool in the region's long-range transportation planning efforts. This will make use of travel survey results, and employ state of the art modeling techniques; the model development program will enable PPUATS to better represent and analyze existing and future travel trends, as well as enhance the policy evaluation capabilities of the model.
- Tri-County will work with the Heart of Illinois Regional Port District (TransPort) to form a joint freight working group. This relationship will provide a better insight to some of the issues related to ports and shipping industries alike.
- Regional Transit Study. A 5313 Grant was made available from the State Planning & Research Program (Division of Public Transportation) to explore the possibility of establishing a Regional Transit Authority for the Peoria/Pekin Urbanized Area. Currently, there are three separate transit services that operate within the Peoria/Pekin Urbanized Area: Greater Peoria Mass Transit District, the City of East Peoria, and the City of Pekin. All three operate in a different form of governance. Because of this, there is no consistency in operations, hours of service, and fares. This leads to a complex service that does not operate efficiently or effectively, and does not offer a viable regional option to most people needing the service. To solve this predicament, a Regional Transit Authority establishment will be studied to expand service out of Peoria and into the surrounding communities: Bartonville, East Peoria, Washington, Morton, and Pekin. However, before any change can take place, the cost of expanded services, the source of revenues, and a clear description of the characteristics of the expansion will be undertaken. A feasibility study and technical analysis is to be completed by a consultant, while Tri-County Regional Planning Commission will be working on the community involvement aspects of the project.
- Greater Peoria Airport Regional Signage Plan. The purpose of this project is to make the Greater Peoria

Regional Airport easily and more accessible through the local, regional, and national transportation networks, to ensure that the region receives the most benefits from the Heart of Illinois Highway, and to minimize any negative impacts to a great extent as possible.

- Regional Land Use Plan. Through the cooperation of local municipalities a regional land use plan will be initiated. It will incorporate transportation systems, future growth aspects, land use prioritization and regional coordinating.
- Public Participation Plan. To ensure that public input is being heard, surveys were distributed addressing the public involvement process. As an extension of the Public Participation Plan. The survey addressed how well the PPUATS committee is doing at obtaining input and feedback from the local communities in regards to major planning documents. During the 2007 fiscal year, the suggestions from the survey will be implemented. Make amendments to the Public Involvement Plan as a result of the new federal requirements.
- Paratransit coordination: With the decline in rural paratransit services, it's important to maintain and improve service as well as to try to create a seamless public transportation environment for the rural areas. As part of the Regional Transit Study an inventory of Paratransit providers and their service areas is being completed. Through combining and comparing the data, it is hoped that deficiencies and under served areas will be recognized. Realizing the different under served areas will help in assessing the necessity of a regional transit authority.
- Alternative Transportation: Bicycling and walking are healthy, environmentally sound forms of transportation. Planning safe, desirable pathways for those who travel in such a manner is vital to the region.
- Greenways and Trails Task Force. The task force is becoming more formally incorporated into PPUATS. Through the help of this task force, a Safe Routes to School Survey and Grant Application will be completed.
- Regional Transportation Consensus: Staff facilitation of a regional transportation prioritization would provide wide input into what types of transportation activities are most important to the region. The Peoria Area Chambers of Commerce have already formulated regional road priorities, and the mpo will work with the Chamber to update their priorities and provide them with project status reports.

### ***SUBCATEGORY 401 - Comprehensive, Continuing, and Coordinated Planning Process***

**Sources:** PL: Federal Highway Administration planning funds allocated to MPOs for transportation planning.  
SECTION 5303: Federal Transit Administration planning funds allocated to MPOs for transportation planning.

The Comprehensive, Continuing and Coordinated (3-C) Planning Process has been established to develop and maintain an effective planning process within the Peoria/Pekin urbanized area and the regional 20-year growth area.

The 3-C process engages a wide range of public sector policy makers. The private sector also plays a role, primarily through the Chamber of Commerce Transportation Committees in Morton, East Peoria, Washington, Pekin and Peoria.

During fiscal year 2007, the planning staff, appointed committee members, municipal planners, and the general public will have the opportunity to discuss, prioritize and recommend policies and actions to local elected officials.

#### **OBJECTIVES**

Manage and support a planning process that incorporates an appropriate level of involvement and understanding by local governmental agencies, special interests, and the general citizenry in the activities and policies associated with the continuing, comprehensive, and coordinated (3-C) local transportation planning process.

- Preservation and more efficient use of existing transportation facilities.
- Proliferation of an effective planning, geographic information systems (GIS) and administrative staff.
- Compliance with applicable Federal, State, and local energy conservation programs, goals, and objectives.
- Prevention and mitigation of future congestion.
- Coordination of transportation policy decisions with land use and development policies and the compliance with the provisions of all applicable short-and long-term land use and development plans.
- Consideration of privately funded transportation projects to be undertaken within the metropolitan area.
- Protection and enhancement of access to employment centers, ports, airports, intermodal transportation facilities, major freight distribution routes, parks and recreation areas, monuments and historic sites and military installations.
- Protection and enhancement of transportation access by elderly, youth, low-income, minority, physically disabled, mentally disabled and other transportation-disadvantaged persons.

- Assessment of the need for connectivity of roads within the metropolitan area with roads outside the metropolitan area.
- Identification of rights-of way for future transportation projects.
- Identification of projects and policies to enhance the efficient movement of freight.
- Improvement of alternative transportation options such as walking and bicycling.
- Forecasting future development.
- Monitoring of the overall social, economic, energy, and environmental effects of transportation decisions.
- Expansion, enhancement and increased usage of transit services, including paratransit.
- Coordination of GIS activities among PPUATS members, including data collection and transportation application development.

#### PRODUCTS AND STAFF ACTIVITIES

- PPUATS Policy Committee meetings, monthly.
- PPUATS Technical Committee meetings, monthly.
- TCRPC Staff Meetings, weekly.
- Other meetings including coordination with other MPO and Regional organizations.
- Reports and policy recommendations regarding the output of committee and public discussions regarding factors to be considered in developing transportation plans and programs.
- Maintain minutes and related correspondence with respect to committee and public input.
- Direct adopted policy and guidance to other areas of the work program as pertinent.
- Establish any necessary agreements, contracts, and grants to accomplish the "3C" objectives.
- Draft the FY 2008 UWP.
- Create Special Informational reports as requested.
- Assist the Greater Peoria Mass Transit District with the Regional Transit Study. Conduct the public participation portion of the study.
- Compliance with federal regulations.
- Public meetings and hearings on transportation issues.
- Bicycle trail planning.
- MPO public involvement activities.
- MPO environmental justice activities
- MPO website development and maintenance.
- MPO administrative activities.
- Various planning conferences and training.
- Work with IDOT and transit providers to mitigate traffic congestion during the I-74 reconstruction.
- Various GIS deliverables including maps, applications, training and technical support
- Following the seven SAFETEA-LU Planning Factors, which state that the metropolitan area planning process shall provide for consideration of projects and strategies that will—
  1. Support the economic viability of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
  2. Increase the safety and security of the transportation system for motorized and nonmotorized users;
  3. Increase the accessibility and mobility options available to people and for freight;
  4. Protect and enhance the environment, promote energy conservation and improve quality of life;
  5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
  6. Promote efficient system management and operation; and
  7. Emphasize the preservation of the existing transportation system.

#### ***SUBCATEGORY 402 -Database Development & Management***

**Sources:** PL and SECTION 5303

Information is a crucial aspect of the planning process. Subcategory 402 has been established to gather, maintain, and disseminate social, economic, and transportation data in an efficient and logical manner. Surveillance and data base management activities have been integral aspects of the transportation planning process since the initial PPUATS plan was completed in 1970. The effective maintenance of these activities provides the basis from which all transportation planning and policies will evolve in the future.

These work elements define the areas of concentration for data base development, information collection, and

information dissemination. Technology has advanced quickly in the area of data procurement with a considerable amount of data now available. Maintaining and building an effective comprehensive planning database and network is the main focus for this element of the work program. TCRPC staff will continue to organize and refine the data so that it can be easily accessed by members of the PPUATS Committees.

Information will be collected according to accepted survey methods and engineering practices. Such information is not only collected and summarized by the planning staff, but also by the Illinois Department of Transportation, participating agencies, PPUATS members, the US Census, Army Corps of Engineers, US Coast Guard, local rail operators, specialized and private transportation providers, and other associated transportation concerns. The data will be available directly through the planning staff, on disk, or in regional report formats. Participating PPUATS agencies (as well as potential subscription agencies) will have the opportunity to link directly into the network for data input and output.

#### OBJECTIVES

- Staff shall coordinate activities for a comprehensive region-wide land use, demographic, economic and transportation database for analyzing trends in the long range planning process; maintain an effective information dissemination process; monitor the effectiveness of previous activities, actions, policies and programs; identify significant issues, problems, and opportunities that may require more intensive evaluation; and continue a process designed to lead to the development of a regional GIS capability.
- Accessibility. Develop in-house methods to organize data for maximum accessibility.
- 2000 Census Support. Continue to serve as the area contact agency for census support. Assist the census bureau in updating information as needed. Insure agencies have access to census database.
- Further develop and manage the geographic information system, staff will continue in structuring, expanding, updating, and maintaining the Geographic Information System (GIS) in conjunction with the development of the Model Roadway Network. The project will include project advisement on county wide GIS projects specifically coordinating specifications on data acquisition identifying and developing transportation applications that will benefit the area at large. Staff will develop maps and geographic data sets for other transportation planning projects. Coordinate with statewide GIS development. Continue implementation towards the goal of a regional approach to GIS.
- The goal of this subcategory is to further engrain the use of GIS technology in the Peoria metro region. TCRPC will provide training opportunities and develop internet access capabilities for communities that wish to leverage their GIS investment by allowing greater access to geographic information.
- Promote Watershed Management Plans for the area tributaries to the Peoria Lakes that have the greatest potential for reduced delivery of sediment affecting the navigation channel in the Illinois River. Plans have been created for Mossville Bluffs, Ten Mile Creek, Partridge Creek, Ackerman Creek, and Farm Creek.

#### PRODUCTS AND STAFF ACTIVITIES

- Collect, manipulate, and disseminate various data
- Regionally compatible Geographic Information Systems.
- Organization of comprehensive transportation data base system
- Data reports and maps
- Training: Develop material for a series of training courses specifically for public GIS users in the region
  - i. Introduction to GIS
  - ii. GIS for elected officials
  - iii. Introduction to ARCGIS
  - iv. Introduction to Internet Mapping
  - v. Specialty training sessions
- Regularly schedule these training courses over the lifetime of the grant.
  - i. Hold at least monthly training
- Watershed Management Plans

#### ***SUBCATEGORY 403 -Intermodal Transportation Plan Development***

**Sources:** PL and SECTION 5303

The FY 2005-2030 Long-Range Transportation Plan was adopted on January 19<sup>th</sup>, 2005 and has since been approved by FHWA.

The Long-Range Transportation Plan (LRTP) is developed in the interest of promoting, building, and maintaining a

safe and efficient multi-modal transportation system that will meet the needs of the area's citizens, businesses, and industries over a much longer time span than planned in the Transportation Improvement Program (TIP). By federal law, the LRTP is updated every 4-5 years and considers a time span of 20-25 years. And like the TIP, the LRTP can only include those projects or improvements for which there is sufficient funding based on reasonable forecasts. The LRTP also includes some projects that appear to be needed sometime in the future but do not have a reasonably assured potential funding source. These projects are programmed beyond the 20-year time span. The *FY 2005-2030 Long-Range Transportation Plan* builds upon PPUATS previous long-range transportation plan, *Charting the Course FY 2000-2025*.

#### OBJECTIVES

- The Transportation Plan encompasses the overall urban area transportation facilities, services, and needs.
- Transportation Financial Planning. A better understanding of the costs needed to sustain the proposed transportation system in the Long Range Transportation Plan is provided.
- Enhancement. Planning, design and, construction projects that are consistent with area enhancement proposals were supported.
- Obtain cohesiveness amongst the region's municipalities.

#### PRODUCTS AND STAFF ACTIVITIES

- Implement FY 2005-2030 Long Range Transportation Plan.
- Implement Intermodal Transportation Planning through such groups as the Freight Working Group, Greenways and Trails Task Force and the Regional Transit Committee.
- Implement the suggestions made through the Public Participation Survey. Make amendments to the Public Involvement Plan (PIP) if deemed necessary.
- Implement Intelligent Transportation System (ITS) Architecture Plan. Incorporate ITS aspects into projects. Maintain the Turbo Architecture Database. Begin Safety Planning.
- Begin Travel Demand Forecasting and traffic modeling. The staff will explore traffic modeling software options.
- Initiate a Regional Land Use Plan with the cooperation of local municipalities. The plan will incorporate transportation systems, future growth aspects, land use prioritization and regional coordinating.
- Continue Data Collection. Collect and analyze trends in the various land uses and their impacts on the transportation system.
- Continue Socio-economic Projections. Coordinate with the Peoria Area Economic Development Corporation.
- Continue Environmental Justice Study

#### ***SUBCATEGORY 404 - Transportation Improvement Program Development***

**Sources:** PL and SECTION 5303

The Transportation Improvement Program (TIP) is a prioritized listing of all state and federally funded surface transportation projects anticipated to be implemented within the urbanized area during a period of three to six consecutive years. All road projects and transit expenditures receiving federal transportation dollars must be programmed into the TIP. The TIP contains Annual Elements for each year and approximates funding spent on maintenance activities. The TIP also includes a reporting of the status of Surface Transportation Program funding spent attributable to, and obligated within, the urbanized area. The TIP has been formulated annually since 1975.

Projects and other uses of federal funding listed in the TIP include transportation projects sponsored by area counties and municipalities, the Illinois Department of Transportation (IDOT), the Greater Peoria Mass Transit District, Pekin Municipal Bus Service, and other local transportation service agencies. Amendments are made to the TIP throughout the year, as needed.

Special procedures are utilized to prioritize some of the Surface Transportation Program-Urban (STP-U) funding (an allotment of STP-U funding programmed directly by the MPO). The local STP-U projects are programmed by PPUATS up to five years in advance, which is done in an effort to facilitate the planning and design process.

#### OBJECTIVES

- The TIP (and TIP creation process) shall be updated and approved every year including all federally funded transportation projects, enhancement projects; provide an opportunity for public comment prior to approval; include a financial plan demonstrating how it can be implemented; be consistent with reasonably expected funding to be available; contain projects that are consistent with the Long Range Transportation Plan; and be the result of coordination with the Illinois Department of Transportation (IDOT).
- Development of a program of needed transportation improvement actions and programs from the

Transportation Plan for FY's 2008-2010, including highways and transit.

- Create a program to be carried out in each three year period accompanied with a financial plan.
- Create and approve a Transportation Improvement Program for FY 2008-2010.
- Maintain an efficient mechanism for TIP modification.
- Work in cooperation with the State and transit operators to develop a prioritized and financially reasonable TIP in order to promote the flexibility features of SAFETEA-LU.
- Manage a procedure for public input from citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, and other interested parties on the proposed TIP.
- Review the TIP Decision making process. Consider options such as a ranking of projects by staff before bringing the projects to the PPUATS Technical Committee. Consider amending the standardized application for all TIP projects.

#### PRODUCTS AND STAFF ACTIVITIES

- An updated Transportation Improvement Program containing a FY 2008 element, a FY 2008-2010 element, and prioritization of locally STU-funded actions beyond FY 2011.
- As needed, create TIP amendments that are a result of a process that is open to public input.

#### ***SUBCATEGORY 405- SAFETEA-LU Management Systems***

**Sources:** PL and SECTION 5303

IDOT is the lead agency in developing the SAFETY-LU management systems and subsequent work programs. PPUATS cooperates with IDOT and its specific programs and works with local interest groups to build on these systems as needed for the urban area. Particular attention is paid to the following management systems: Congestion Management, Intermodal Management, and Pavement Management. The State will coordinate with PPUATS on local involvement with the Management systems.

It should be noted that pavement management and/or roadway inventory systems have already been implemented in the communities of East Peoria, Pekin, and Peoria. A micro-paver program was developed in conjunction with the Tri-County Regional Planning Commission for use by East Peoria, Peoria and Pekin. The continued development and maintenance of street inventories and pavement management systems among participating agencies will consider the potential of using GIS based systems.

The Peoria/Pekin urbanized area is undergoing many projects that will help reduce congestion. The reconstruction of the urban section of Interstate 74, the largest downstate highway project ever, will help to achieve safety as well as reduced congestion. This reduction will not only occur on the freeway, but on many nearby roads as well. The recently completed study of the Four Corners area in East Peoria discusses measures that can be taken to reduce congestion. Each year, when funds are available, PPUATS approves funding for intersection studies to determine how to best improve safety and traffic movement in congested traffic nodes.

#### OBJECTIVES

- Use pavement management and roadway inventory to provide information essential in analyzing, managing and guiding maintenance and reconstruction activities pertaining to the roadway facilities within the urban area. PPUATS will assist local governments as needed/requested in pavement management, implement priority recommendations of congestion management systems and use intermodal management to strive to integrate transportation facilities and systems within a systematic process. PPUATS will coordinate long range strategies with intermodal transportation systems on an informal basis. This is an ongoing management process.

#### **Pavement Management:**

Continue a formal, area-wide, coordinated roadway inventory/pavement management system with current participating agencies.

Evaluate GIS based software to track pavement conditions.

Serve as a resource center, central library facility, and backup source of data to all participating agencies.

Review and apply state and federal regulations regarding Management and Monitoring Systems.

Develop and coordinate the Annual Street Maintenance Seminar in conjunction with the APWA Illinois conference.

#### **Congestion Management:**

Implement strategies of the adopted Congestion Management Program.

### **Intermodal Management:**

Identify designated truck routes  
Identify intermodal facilities  
Identify trucking industry characteristics  
Develop performance measures to reduce transportation conflicts and promote efficiency  
Work with intermodal providers  
Identify key linkages between modes of transportation  
Identify areas where the performance of one mode may affect another  
Define strategies for improving the effectiveness of modal interactions  
Evaluate strategy implementation in the performance of the transportation system

### ***SUBCATEGORY 406- Transit/Paratransit Planning***

**Sources:** PL and SECTION 5303

Public Transportation plays an important role in maintaining a high degree of accessibility within the region. Subcategory 406 has been designed to provide technical support to the region's public transportation planning processes. A focus of transit activity is to promote coordination among transit/paratransit providers within the region. These work elements will assist local transit/paratransit providers with their operating and planning efforts.

#### **OBJECTIVES**

- Provide technical support to transit and paratransit operators to support comprehensive, cooperative, and continuing mass transit and paratransit services.
- Work with the urban and rural transit providers to maximize limited operating funds.
- Evaluate route changes and schedule changes, as requested.
- Enhance paratransit access and service capability.
- Participate in governmental/planning meetings.
- Evaluate service needs of Greater Peoria Mass Transit District.
- Help coordinate the creation of a “seamless” transit/paratransit system for the region.
- Evaluate the merit in developing a Commuter Choice Program. Collect a large pool of information containing commuting/travel options. Provide all the options in one formalized document. Consider encouraging local employers to initiate a commuter choice program. Analyze where there are needs for commuting options that are being underserved.
- Provide demographic, socioeconomic and other statistical related information to local transit providers, as requested.
- Provide mapping and GIS assistance to local transit providers, as requested, and as deemed feasibility by all parties.

#### **PRODUCTS AND STAFF ACTIVITIES**

- Requested studies on route changes.
- Attendance at Greater Peoria Mass Transit District route planning meetings
- Meetings on paratransit coordination and regionalized transportation.
- Help implement the completed Marketing Analysis and Service Planning Study for the Greater Peoria Mass Transit District.
- Planning how transit can be used to reduce congestion during the I-74 reconstruction.
- Complete Ridership Studies as requested.
- Produce demographic and statistical deliverables
- Produce maps and GIS requests

### ***SUBCATEGORY 407 - Traffic Counting/Data Collection***

**Sources:** PL and SECTION 5303

It is necessary to collect specific information regarding traffic volumes and planning oriented traffic operations to support effective transportation planning.

#### **OBJECTIVES**

- Collect Average Annual Daily Traffic (AADT) Counts.
- Undertake special traffic trip general studies as needed.

- Develop graphic/map presentations of collected data.
- Collect data for special transportation studies.
- Provide manual passenger counting for local transit providers, as requested, and as deemed feasible by all parties.

#### PRODUCTS

- Traffic Volume Data
- Trip Generation Reports
- Passenger Count Data (Transit Related)

#### ***SUBCATEGORY 408 - Special Transportation Studies***

**Sources:** PL and SECTION 5303

The Peoria/Pekin Urbanized Area Transportation Study has sponsored special transportation study efforts in past work programs.

These work elements respond to individual transportation related needs. Specific project objectives and scopes of work will be developed by the planning staff in support of funding requests for special study projects.

#### OBJECTIVES

- Allocate resources toward the study of significant transportation studies that require a more detailed evaluation than can be obtained through normal surveillance procedures.
- Undertake studies in PPUATS communities, as requested and approved.
- Hire qualified engineering firms to perform study work.

#### PRODUCTS AND STAFF ACTIVITIES

- Management of consultants
- Consultant reports that discuss techniques that can help provide safety and more efficient roadways and intersections.

#### **The Greater Peoria Airport Regional Signage Plan.**

Primary objectives of this project are to create a local and regional guiding and commercial signs plan for the airport. The local and regional signs plan should guide travelers on surrounded highways to Greater Peoria Airport.

Scope of Work:

1. Conduct an assessment of conditions and issues related to the Airport signs, including but not limited to:
  - a. Possible uses of surrounding state and counties highways.
  - b. Assemble an inventory for existing airport related signs and evaluate them to use as reference for future signing improvement.
2. Discuss with the political entities and municipalities the existing roads signs and review the rules of signing location and type for these jurisdictions.

#### ***SUBCATEGORY 409 - Internal Planning-Greater Peoria Mass Transit District***

**Source:** Greater Peoria Mass Transit District (GPMTD). GPMTD may fund TCRPC staff activities related to transit. Most transit activity is billed to subcategory 406.

Maintenance of ridership statistics, conduct of origin and destination surveys, and documentation of schedule adherence is done by the Greater Peoria Mass Transit District staff. GPMTD also has the responsibility to: collect, analyze and maintain information on specific aspects of the District's operations and service levels; perform studies on transit related operational deficiencies; monitor level-of-effectiveness of previous activities; support the designated MPO to insure a comprehensive, cooperative, and continuing transportation planning process.

#### OBJECTIVES

- These work elements include activities associated with internal planning by the Greater Peoria Mass Transit District and its support to the Tri-County Regional Planning Commission, the area's Metropolitan Planning

#### Organization.

- Evaluate route changes and schedule changes, as needed.
- Monitor service standards, as needed.
- Identify and evaluate internal operational deficiencies, as needed.
- Monitor elderly & handicapped operations, and conduct evaluation of identified deficiencies in the operation, as needed.
- Monitor performance indicator data, as needed.
- Participate in governmental/planning meetings, as needed.
- Conduct origin and destination surveys, as needed.
- Collect National Transit Database (NTD) Reports, as needed.
- Assist the Greater Peoria Mass Transit District in updating the inventory of stops, shelters, benches and routes.
- Provide demographic, socioeconomic and other statistical related information to local transit providers, as requested.
- Provide mapping and GIS assistance to local transit providers, as requested, and as deemed feasibility by all parties.

#### PRODUCTS AND STAFF ACTIVITIES

- Requested studies on route changes.
- Attendance at Greater Peoria Mass Transit District route planning meetings
- Meetings on paratransit coordination and regionalized transportation.
- Help implement the completed Marketing Analysis and Service Planning Study for the Greater Peoria Mass Transit District.
- Planning how transit can be used to reduce congestion during the I-74 reconstruction.
- Complete Ridership Studies as requested.
- Produce demographic and statistical deliverables
- Produce maps and GIS requests

#### ***SUBCATEGORY 410-Regional Greenways Planning***

**Sources:** PL and SECTION 5303

Mission: To guide implementation of the Peoria Metro Area Greenways and Trails Plan, the Unurbanized Peoria/Tazewell County Greenways and Trails Plan and the Unurbanized Woodford/McLean Plan and to promote efforts to create, enhance and extend the existing greenways system for recreational usage, habitat protection in the Tri-County area.

#### PROGRAM OBJECTIVES

The objectives of greenways planning are to implement preservation strategies for natural areas, expand recreational opportunities, direct connectivity between natural areas, cultural and historic sites, neighborhoods and communities, and increase understanding regarding the importance and value of greenways.

#### PRODUCTS AND STAFF ACTIVITIES

- Greenways Task Force meetings.  
The Task Force is a formal subcommittee of the Tri-County Regional Planning Commission. Bylaws have been developed and the committee will be staffed by TCRPC. The mission of the Task Force is to promote the Regional Greenways planning efforts and seek implementation.
- Recommend projects on an annual basis.  
The Task Force will recommend projects from the greenways plan on an annual basis. The Task Force will work with state and federal officials to develop an annual priority list. This list will be supported collectively, thus enhancing the likelihood of receiving funding.
- Update the Peoria Metro Area Greenways plan on a regular schedule, funding permitting. It is recognized that Projects identified in the Greenways Plan will change or become unfeasible and new projects will arise. We propose to have a process in place to provide updates on a regular schedule (i.e., every 3- 5 years).
- Provide a forum to discuss related issues as they affect our region.  
The Greenways Task Force is not only being a forum to discuss new projects but rather an opportunity for members to discuss all topics related to greenways and trails.
- Seek out projects to be considered for the Safe Routes to School Program. In coordination with local schools and school districts, apply for grants to increase safety and the feasibility for students to walk or

bike to school.

**CATEGORY 500: Traffic Counting Contract with IDOT District #4**

**Source: Illinois Department of Transportation Contract**

The Tri-County Regional Planning Commission has contracted with the Illinois Department of Transportation to obtain accurate machine and manual traffic counts and submit this data to the traffic count technician at IDOT.

## OBJECTIVES

- Collect 24 hour volume counts and 24 hour classification count on Illinois and US routes where the jurisdiction or maintenance is the responsibility of the State of Illinois. Collect 48 hour volume counts and 48 hour classification counts at HPMS sections located in various counties in District 4. Collect manual counts on Interstate, state, and US routes in various counties located in District 4.

## **CATEGORY 600: Peoria GIS**

**Source: Outside Contract**

The Tri-County Regional Planning Commission has a contract with the City of Peoria, Peoria County and the Greater Peoria Sanitary District (Peoria GIS) to provide necessary services for the client's digital mapping project.

## OBJECTIVES

The Tri-County Regional Planning Commission shall provide work, material, supplies, transportation, plans, labor and management as may be required to perform the following:

## PRODUCTS AND STAFF ACTIVITIES

- Approved Base Map Update and Ongoing Maintenance Plan
- Revise budget and budget planning process
- Peoria GIS Public Internet Mapping Site Updated and Maintained
- Peoria GIS Member Internet Mapping Site Updated and Maintained
- Ongoing Data Maintenance
  - Develop cost benefit report on bringing planimetric & topographic maps up to date
- Data Distribution (Sales)
- GPS Support
  - Single point of contact for GPS questions concerns
  - Develop administrative procedure for use of GPS equipment among private sector companies.
  - Respond to Post Processing requests as needed
  - Coordinate pilot projects for Automated Vehicle Location

## **CATEGORY 700: IDOT GIS Training Contract**

**Source: Illinois Department of Transportation Contract**

The Tri-County Regional Planning Commission has contracted with the Illinois Department of Transportation to provide training opportunities and internet access capabilities for communities that wish to leverage their GIS investment by allowing greater access to geographic information.

## PROGRAM OBJECTIVES

- Introduction to GIS materials for elected officials
- Introduction to ARCGIS
- Introduction to Internet Mapping
- Specialty training sessions
- Develop the infrastructure for internet/intranet based mapping
- Purchase required hardware
- Purchase required software
- Purchase/lease necessary bandwidth with ISP
- Prototype web interface for communities with the desire to have internet/intranet mapping capabilities
- Staff will spend time developing three standard web interfaces in which communities may modify to fit their particular needs
- Host internet sites

## PRODUCTS AND STAFF ACTIVITIES

- Status reports/final reports on specific activities performed under this agreement will be provided in useful formats to IDOT and other units of governments interested in achieving efficiencies in their operation of GIS service delivery
- A compilation of replicable materials consisting of all presentations, orientations and instructional materials

developed through this agreement may be provided to other governmental bodies by either the department or the Commission

- The Commission will provide the department with internet access and use of GIS data and mapping information for the Pekin/Peoria Urbanized area.

## **CATEGORY 800: Regional Transit Plan**

**Source: IDOT Division of Public Transportation**

In 2003 the Illinois River Valley Council of Governments and Greater Peoria Mass Transit District were awarded a technical studies grant from the IDOT Division of Public Transportation to study the feasibility of a Regional Transit District. This grant will be administered by the MPO.

- Sponsored by: Illinois River Valley Council of Governments and Greater Peoria Mass Transit District
  - Total Project Cost: \$150,000 including \$36,000 local match
  - This project will produce a plan, complete with maps and site-specific graphics, to include specific plans and recommendations related to the principles and goals of
  - Participants of Study: CityLink, Bartonville, East Peoria, Washington, Morton and Pekin
  - Secondary participants: Tri-County Regional Planning Commission
- Timeline: 2 years from beginning date.

## **CATEGORY 900: Travel Demand Forecast Model**

**Source: Illinois Department of Transportation Contract**

The Tri-County Regional Planning Commission will contract with the Illinois Department of Transportation to develop a Travel Demand Forecast Model. Travel Demand Models are the basis for urban transportation planning, forecast travel behavior on a regular basis, and are used to help officials determine priorities when programming transportation improvements.

### PROGRAM OBJECTIVES

- Develop a Travel Demand Model with a four step process: Trip Generation, Mode Split, Trip Assignment, Trip Distribution
- Calibrate all existing arterial and collector type roadways within the region and any local level roadways needed to sufficiently calibrate the model to existing conditions
- Define levels of service such as, number of lanes, area type characteristics (urban, suburban, rural), and all traffic characteristics such as speed, volume, percent of trucks, grades, peak turning movements
- Include intersection level controls for signalized intersections in the region

### PRODUCTS AND STAFF ACTIVITIES

- Data Collection-review and guide a concise collection of relevant traffic counts and geometric information about the system
- Existing Transportation Conditions-identify existing capacity problems
- Develop Transportation Model
- Analyze Future Conditions-identify projected capacity problems for a horizon year 2030 no-build condition, and an existing plus committee condition
- Evaluate Alternatives-Identify projected future capacity problems for a horizon year 2030 given testing of future transportation projects for up to three future scenarios in addition to those listed above. Each future scenario is expected to have multiple projects and might include land use changes.
- Provide Detailed Capacity Analysis of Selected Corridors-Use simulation models such as Synchro, Vissim, or CORSIM to determine impacts and improvements due to a number of geometric enhancements for a select number of congested roadway corridors

## **CATEGORY 1000: Vision 2020 Coordination Management**

**Source: Peoria Civic Federation**

The Tri-County Regional Planning Commission has an agreement with the Peoria Civic Federation to provide qualified staff for the position of Coordination Manager for the Vision 2020 efforts.

## OBJECTIVES

The Tri-County Regional Planning Commission shall provide work, material, supplies, transportation, plans, labor and management as may be required to perform the following:

## PRODUCTS AND STAFF ACTIVITIES

- Assist the Community Councils in identifying an initial list of priority activities and will assist and report to the Community Councils
- Develop and implement a Communication Plan to provide communication among the Vision 2020 participants and build and maintain public support for Vision 2020 throughout the Greater Peoria region
- Provide the Leadership Council and the Civic Federation with documentation on the number of hours worked and results achieved for purposes of accountability and billing
- Take Direction form the Civic Federation through the Chair of the Leadership Council

## **COST ALLOCATION PLAN**

### **Funding Summary**

The elements within the work program are developed around the existing funding as established by the Illinois Department of Transportation (PL and Section 5303 funds), local matching funds for PL and Section 8 funds, Regional Planning Commission funds, grants from the Department of Natural Resource, and other funds provided

for specific projects. These funds constitute 100% of the agency funding.

The Subcategories define the work that will be performed during the current fiscal year. Categories include four areas of focus: Category 100, which is the general administration of planning functions; Category 200, which is designated for regional programs; Category 300, for local planning projects; Category 400, which covers the metropolitan planning activities under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Category 500 for District #4 traffic counting contract, Category 600 for the Peoria GIS staffing contract, Category 700 for the IDOT GIS Training Grant, Category 800 for the Regional Transit Study, and Category 900 for the Travel Demand Forecast Model.

The transportation planning funds (PL, Section 5303) are programmed toward developing and maintaining a long range transportation planning program. This program is required to receive transportation project funds and grants for individual governing agencies within the Peoria/Pekin urbanized area.

The Regional fund has been split to provide staff work in the Regional category (200). The work program lists those areas funded by regional projects under the title of "REGIONAL" under Programmed Staff Time and Expenses.

Other funds are provided by the agency that directly benefits from the Work Program activity. These funds are added into the Commission budget over and above the established membership/organizational fees.

The cost allocation plan allows for equitable distribution of costs between program activities and grant funds received. There are four types of costs identified in this plan: Direct and Indirect Labor, and Direct and Indirect Non-Labor. Indirect Labor costs relate to planning staff time activities that benefit more than one grant supported program. The cost allocation plan document was approved in a FHWA letter dated January 2, 1991.

The costs incurred under Indirect Labor relate to the staff time spent within administrative and fiscal activities under Category 100 of the Overall Work Program. Table 1 reflects the allocation of these costs by percent share of the program funding for each fund source.

**TABLE 1. Indirect Labor Cost Allocations:**

<b>FUND SOURCE</b>	<b>REVENUE AMOUNT</b>	<b>Percent of Total Expenses</b>
PL	557,591	48%
FTA 9	3,800	0%
PPUATS	139,398	12%
Other Funds	466,794	40%

Indirect Non-Labor costs are costs incurred that can be attributed to the overall administration and operation of the agency. Indirect Non Labor costs include space costs, cleaning, audit, payroll, retirement, insurance, utilities, telephone, copier, postage, office supplies, travel, conferences, advertising, printing, equipment, maintenance, memberships, subscriptions, office cash fund, and hiring costs. These costs are shared by all sources based on utilization incurred by each fund.

Direct Labor costs are specific personnel costs attributed directly to activities that are targeted toward accomplishing work program goals. These goals are set forth within the work program and will have a relationship to the revenue or grant funds received for that program. These costs are defined through the completion of time and progress reports.

Direct Non-Labor costs are costs that are incurred that can be attributed to a specific subcategory or program grant source. This would include the purchase of equipment or supplies that are specifically used for the completion of that subcategory of the work program.

The Commission will arrange for a financial and compliance audit at the completion of the Commission's fiscal year, June 30, 2007, to include an audit of the contracts. The audit will be made within the prescribed audit reporting cycle. The Commission understands failure to furnish an acceptable audit as determined by the cognizant Federal audit agency may be a basis for denial for refunding of Federal funds.

