

**Minutes of Meeting**  
**SATS TECHNICAL COMMITTEE**  
**December 6, 2012**

**ATTENDANCE**

**Technical Committee Voting Members**

<input checked="" type="checkbox"/>	Mike Williamsen	Village of Chatham
<input type="checkbox"/>	Chair Frank Squires	Springfield Mass Transit District
<input checked="" type="checkbox"/>	Tim Zahn	Sangamon County
<input checked="" type="checkbox"/>	Vice-Chair Nathan Bottom	City of Springfield
<input checked="" type="checkbox"/>	Norm Sims	Springfield-Sangamon County Regional Planning Commission
<input checked="" type="checkbox"/>	Laura Mlacnik*	Illinois Department of Transportation: Region 4, District 6

\* Represented by Sal Madonia

**Technical Committee Advisors – Non-Voting**

<input checked="" type="checkbox"/>	Thomas Caldwell	IDOT: Urban Program Planning
<input type="checkbox"/>	JD Stevenson	Federal Highway Administration: Illinois Division Office
<input checked="" type="checkbox"/>	Terry Fountain*	IDOT: District 6: Local Roads and Streets
<input checked="" type="checkbox"/>	Mike Stead	Illinois Commerce Commission
<input checked="" type="checkbox"/>	Mark Hanna	Springfield Airport Authority
<input type="checkbox"/>	Diana Nevitt	IDOT: Division of Public and Intermodal Transportation

\* Represented by Kim Cummins

**Others**

David Booher – IE Consultants / Village of Sherman

Stan Hansen – Crawford, Murphy & Tilly, Inc.

Jim Moll – Hanson Engineering

Tim Landis – State Journal Register

Philip Koeberlein – Cummins Engineering Corp.

R Scott McTaggart – Village of Jerome

Brian Cuffle – Village of Spaulding

Elliott McKinley – Springfield Park District

Dan Begert – Regional Planning Commission

Dale Schultz – Regional Planning Commission

Linda Wheeland – Regional Planning Commission

Brian Sheehan – Regional Planning Commission

**I. CALL TO ORDER**

Vice-Chair Nathan Bottom called the meeting of the SATS Technical Committee to order at 8:30 AM.

**II. APPROVAL OF MINUTES –SATS Technical Committee Meeting**

Bottom asked if there were any additions or corrections to the minutes of the November 1, 2012. Norm Sims made a motion to approve the minutes and Sal Madonia seconded the motion. The vote to approve was unanimous.

**III. 2035 LONG RANGE TRANSPORTATION PLAN**

**A. Draft Statement on Development Coordination**

Wheeland explained that one of the objectives of the Long Range Transportation Plan was to develop a

policy statement supporting the coordination of development with the LRTP. At the November meeting, a draft statement was sent out to SATS members, and it was determined that Committee members would take the statement back to their local officials and return to SATS with any comments. There being no reported issues with the statement after its review by local officials, Norm Sims moved its adoption. Mike Williamsen seconded the motion and the vote to adopt the draft statement was unanimous.

**IV. 2013-2016 TRANSPORTATION IMPROVEMENT PROGRAM**

**A. Amendment #3**

Linda Wheeland introduced Amendment #3 to the SATS Technical Committee (below).

**WHEREAS**, the Transportation Improvement Program (TIP) for FY/2012-2015, approved on August 11, 2011, contained the following item in FY 2012 for the Springfield Mass Transit District; and

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost	
21 35-foot Transit Buses	<b>Description:</b> Purchase two (2) replacement buses	If funding is approved for FY 2012, it is anticipated that the purchase and delivery schedule will take thirty-six (36) months.	IDOT TDC		
SMTD	<b>Project#</b> Transit Priority 1		FTA 5307		740,000
Urban Transit	<b>TIP#</b> 06-2012-01				
				<b>\$740,000</b>	

**WHEREAS**, the Springfield Mass Transit District requests that the FY 2013-2016 TIP be amended to reflect the addition of this item to the FY 2013 Annual Element, with the following changes made with regard to funding; and

**Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost	
A3 35-foot Transit Buses	<b>Description:</b> Purchase two (2) replacement buses	If funding is approved for FY 2012, it is anticipated that the purchase and delivery schedule will take thirty-six (36) months.	IDOT TDC		
SMTD	<b>Project#</b> Transit Priority 1		FTA 5307		770,245
Urban Transit	<b>TIP#</b> 06-2012-01				
				<b>\$770,245</b>	

**WHEREAS**, the funding used for this project will not affect any other project in the TIP; and

Mike Williamsen made a motion to recommend approval of the amendment to the Policy Committee. Norm Sims seconded the motion and the vote to recommend approval was unanimous.

**B. Amendment #4**

Linda Wheeland introduced Amendment #4 to the SATS Technical Committee (below).

**WHEREAS**, the Springfield Mass Transit District requests the FY 2013 Annual Element of the TIP be amended to add a new item reflecting the acquisition cost of purchasing property for an SMTD parking lot; and

**Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost	
A4 Construction of parking lot	<b>Description:</b> Land acquisition for parking lot	Multi-year funding to construct parking lot.	IDOT TDC		
SMTD	<b>Project#</b>		FTA 5307		290,000
Urban Transit	<b>TIP#</b> 06-2013-07				
				<b>\$290,000</b>	

**WHEREAS**, the funding used for this project will not affect any other project in the TIP;

Mike Williamsen made a motion to recommend approval of the amendment to the Policy Committee. Norm Sims seconded the motion and the vote to recommend approval was unanimous.

**C. Amendment #5**

Linda Wheeland introduced Amendment #5 to the SATS Technical Committee (below).

**WHEREAS**, the Springfield Mass Transit District requests the FY 2013 Annual Element of the TIP be amended to add a new item reflecting the cost of providing relocation assistance to current tenants displaced by the acquisition of property purchased for an SMTD parking lot; and

**Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost
A5 Relocation assistance for land acquisition	<b>Description:</b> Relocation assistance for current tenants affected by land acquisition for parking lot	Relocation assistance for residents as part of a multi-year project to construct a parking lot.	IDOT TDC	37,007
			FTA 5307	
SMTD	<b>Project#</b>			
Urban Transit	<b>TIP#</b> 06-2013-07			<b>\$37,007</b>

**WHEREAS**, the funding used for this project will not affect any other project in the TIP;

Norm Sims made a motion to recommend approval of the amendment to the Policy Committee. Mike Williamsen seconded the motion and the vote to recommend approval was unanimous.

**D. Amendment #6**

Linda Wheeland introduced Amendment #6 to the SATS Technical Committee (below).

**WHEREAS**, the Transportation Improvement Program (TIP) for FY/2012-2015, approved on August 11, 2011, contained the following item in FY 2012 for the Springfield Mass Transit District; and

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost
22 Intelligent Transportation Systems	<b>Description:</b> Integrate technology into mainline operations	For mainline operations: Computer Aided Dispatch/Automatic Vehicle Location System (CAD/AVL); Automatic Voice Announcement System (AVAS); Mobile Data Terminals (MDTs); Website Upgrade; Mobile Application	IDOT TDC	866,000
			FTA 5307	
SMTD	<b>Project#</b> Transit Priority 2			
Urban Transit	<b>TIP#</b> 06-2012-02			<b>\$917,828</b>

**WHEREAS**, the Springfield Mass Transit District requests that the FY 2013-2016 TIP be amended to reflect the addition of this item to the FY 2013 Annual Element, with the following changes made with regard to funding; and

**Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost
A6 Intelligent Transportation Systems	<b>Description:</b> Integrate technology into mainline operations	For mainline operations: Computer Aided Dispatch/Automatic Vehicle Location System (CAD/AVL); Automatic Voice Announcement System (AVAS); Mobile Data Terminals (MDTs); Website Upgrade; Mobile Application	IDOT TDC	
			FTA 5307	201,828
SMTD	<b>Project#</b> Transit Priority 2		FTA 5309	866,000
Urban Transit	<b>TIP#</b> 06-2012-02			<b>\$1,067,828</b>

**WHEREAS**, the funding used for this project will not affect any other project in the TIP;

Tim Zahrn made a motion to recommend approval of the amendment to the Policy Committee. Sal Madonia seconded the motion and the vote to recommend approval was unanimous.

#### **E. Amendment #7**

Sal Madonia introduced Amendment #7 to the SATS Technical Committee (below).

**WHEREAS**, pavement markings will be installed at expressway median crossovers to assist drivers in judging the distance to approaching vehicles from a side road. Pavement markings will also be installed to encourage drivers to reduce speed at interstate loop ramps; and

**WHEREAS**, the Illinois Department of Transportation District 6 requests that the FY-2013 Annual Element of the FY/2013-2016 TIP be amended by adding the project listed below; and

#### **Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost
A7 Pavement markings on Interstate 55, Interstate 72, and IL Route 29	<b>Description:</b> I-55 at Stevenson Dr Interchange, I-72 at I-55 BUS/6th St Interchange, Various locations along IL 29	Pavement marking contract consisting of the installation of yield line markings at various expressway median crossover intersections on IL 29 in Sangamon County. Also, speed reduction markings will be installed on the I-55 northbound off-ramp at Stevenson Drive and the I-72/6th St westbound off-ramp.	HSIP Safety	31,000
			Restrict State Match	4,000
State	<b>Project#</b> 72F21			
Principal Arterial	<b>TIP#</b> 04-2013-08			<b>\$35,000</b>

**WHEREAS**, the funding used for this project will not affect any other project in the TIP;

Norm Sims made a motion to recommend approval of the amendment to the Policy Committee. Mike Williamsen seconded the motion and the vote to recommend approval was unanimous.

#### **F. Amendment #8**

Sal Madonia introduced Amendment #8 to the SATS Technical Committee (below).

**WHEREAS**, bridge joints are to be repaired and brought up to current standards; and

**WHEREAS**, the Illinois Department of Transportation District 6 requests that the FY-2013 Annual Element of the FY/2013-2016 TIP be amended by adding the project listed below; and

#### **Project Description and Funding:**

Project/Jurisdiction/Class	Description	Action/Comments	Funding Source	Total Cost
A8 Bridge joint repairs on Illinois Route 4, Illinois Route 97 State Principal Arterial	<b>Description:</b> IL 4: 0.3 mi S of IL 97 (NB & SB), and IL 97: 0.1 mi E of IL 4 in Springfield <b>Project#</b> 72F23 <b>TIP#</b> 04-2013-09	This improvement will repair bridge joints on these three structures.	NHS State	160,000
			STP-Urb 5-200k-2	160,000
			State Match	80,000
			<b>\$400,000</b>	

**WHEREAS**, the funding used for this project will not affect any other project in the TIP;

Norm Sims made a motion to recommend approval of the amendment to the Policy Committee. Mike Williamsen seconded the motion and the vote to recommend approval was unanimous.

Kim Cummins then commented that during the week there had been a revision made to the SATS FY13 STU allotment, due to the implementation of MAP-21 and the results of the most recent Census. The funding allotment increased locally by approximately \$250,000 for FY13. The FY14 allotment is expected to be announced in February 2014. Cummins noted that the chart showing the STU fund allotment in the 2013-2016 TIP might require a modification as a result of the change. There was a general consensus among Technical Committee members that the chart be modified, with Wheeland saying she would see to the change and begin preparing the modification.

## V. TECHNICAL ADVISOR UPDATES

### A. Illinois Department of Transportation: Central Bureau of Urban Program Planning

No report was given.

### B. Federal Highway Administration: Illinois Division Office

No report was given.

### C. Illinois Department of Transportation: Local Roads and Streets

Cummins reported that no ITEP projects had yet been announced, and that there remained a possibility that there would be no announcement soon.

Cummins said that a typical HSIP application solicitation is anticipated this year. The announcement would come in January and remain open to accept applications until April. Cummins reminded the committee that the MPO had received a safety improvement award for sign upgrades in the last round of applications, and that competition for funding was not expected to be particularly stiff again this year. As such, she stressed the importance of thinking about potential safety projects and submitting applications.

Cummins also reported again that IDOT would be visiting with communities individually in December to discuss programming the next five-year funding cycle.

### D. Illinois Commerce Commission

Mike Stead stated that project selection for the five-year crossing safety improvement program for FY14 would begin in January 2013. Stead requested that committee members notify their agencies and organizations of this fact and encourage them to submit projects by January 15.

### E. Springfield Airport Authority

No report was given.

**F. Illinois Department of Transportation: Division of Public and Intermodal Transportation**

No report was given.

**VI. AGENCY UPDATES**

**A. Springfield-Sangamon County Regional Planning Commission**

Linda Wheeland reported that work is beginning on the Unified Planning Work Program for FY14. The UPWP will be completed in April and discussion of its progress will be included on SATS Technical Committee agendas in the coming months, but Wheeland requested that committee members review the work program in its current form and submit any thoughts on it in the meantime.

Wheeland proposed Road Safety Audits as a potential safety project that could be undertaken by SATS. Wheeland had discussed the concept with JD Stevenson and was put in contact with Alan Ho, who explained the process of a Road Safety Audit. The audit involves an independent team coming in and looking at an intersection or section of roadway to compile a report of safety concerns. Wheeland noted that one had been performed for the Clear Lake and Dirksen intersection, which resulted in the intersection redesign work that is currently being done there. Wheeland proposed that committee members review the Intersection Safety List created by SATS based on weighted crash data and select some high priority intersections to be audited. Ho informed Wheeland that FHWA and IDOT have a dedicated team of auditors that can perform the audits for free, so Wheeland invited him to attend the January SATS meeting to speak to the group on the subject. Technical Committee members agreed that this was a good idea.

Cummins spoke more on the subject of “Road Safety Assessments,” explaining that it began as a pilot program started by FHWA four years ago of which she was a part. The Road Safety Assessment team features assessors from different agencies, including the sheriff’s office, FHWA, and IDOT, and that the idea is to examine troublesome intersections with fresh eyes. After observing the intersection for a time, a nontechnical report is issued that attempts to identify common sense, logical solutions to potential problems. These include short, intermediate, and longer term steps to mitigation. The report can then serve as a foundation for a future safety funds application, significantly increasing the chance of receiving an award.

Wheeland announced that the Planning Commission has received a Comprehensive Regional Planning grant from IDOT totaling \$6,000 to be used to assist the rural areas of Sangamon County. The Planning Commission determined that the money will be put toward providing microgrants to rural communities, similar to what was done last year in a pilot program in which three communities in the SATS planning area, Spaulding, Curran, and Riverton, received \$5,000 each to create pavement preservation plans. Curran also conducted a traffic study of Moffett Road with the money, and will use the study to aid in future planning.

Additionally, because an empty staff position earlier in the year freed up some additional SATS money, Wheeland announced that that money would be used to fund another microgrant for a community in the SATS area. Bottom asked what the grant could be used for, and Wheeland responded that it could be used by a community of population less than 10,000 for any transportation planning-related project that could be implemented within the specified timeframe. Applications are due February 1<sup>st</sup>, and projects will be required to be completed by mid-June. Mark Hanna commended Wheeland on the choice to voluntarily offer up extra salary dollars to fund a project that will benefit a local community and be implemented with a quick turnaround.

Wheeland reminded the committee that some members had not yet completed their Open Meetings Act training and that failure to do so would result in their having to step down from the committee as of January 1, 2013.

Wheeland announced that IDOT is developing a State Bike Plan and has requested information on existing bike facilities statewide. A GIS dataset of bike facilities in the SATS area was submitted by SSCRPC, but Gabe Sulkes from IDOT requested additional information on the funding sources used to construct those facilities. Wheeland announced that she would send out a spreadsheet with a list of the existing facilities to have the funding sections filled out by relevant agencies and municipalities.

**B. Springfield Mass Transit District**

No report was given.

**C. City of Springfield**

Nathan Bottom stated that the City of Springfield had wrapped up its concrete patching program. All of the city's asphalt, concrete, and brick streets have all been rated according to the standards of its pavement preservation program, and a new pavement management system is planned for development based on these ratings.

**D. Sangamon County**

No report was given.

**E. Illinois Department of Transportation: Region 4, District 6**

No report was given.

**F. Village of Chatham**

No report was given.

**VII. PUBLIC COMMENTS**

There were no public comments.

**VIII. UNFINISHED BUSINESS**

**A. Small Community MPO Representation (Tabled)**

Bottom indicated that no SATS member had requested the Small Community MPO Representation discussion be brought off the table.

**IX. NEW BUSINESS**

**A. Public Participation Plan Update**

Wheeland announced that the bi-annual update of the Public Participation Plan must be completed by May 2013. Since a 45 day public review period is required prior to adoption, Wheeland set a goal of releasing the final draft of the update in March. The initial draft will be prepared in January 2013 for review by Technical Committee members and will focus on including the public in the upcoming update

of the Long Range Transportation Plan, while still including guidelines for conducting public review of other documents as well.

#### **B. Functional Classifications – Collectors**

Wheeland directed attention to a map of functional classifications used in-house by SSCRPC. The map is based on one published by IDOT, but includes unbuilt roads that are not included in the IDOT map. In comparing the two maps, it was observed that on the IDOT map, where before there were urban collectors, and rural minor collectors and rural major collectors, there are now only major collectors and minor collectors, with no urban/rural distinction. All urban collectors are now considered major collectors. After a discussion with Travis Lobmaster at IDOT, Wheeland was informed that though there have been changes made to the way the map is being presented, there have been no changes in the functional classification definitions. Minor collectors remain ineligible for federal funding, though Wheeland noted that as presented in the map, some urban collectors had been shown as minor collectors. Mike Williamsen and Nathan Bottom discussed possible explanations for the reasoning behind the decision. Williamsen suggested that a segment of road that has sections in both the urban area and the rural might have been given a minor classification, and Bottom suggested that perhaps a collector in the urban area that eventually connects to and essentially functions as a rural collector might have received a minor classification. Despite these points, there was general agreement among Technical Committee members that a more clearly articulated definition of collector classifications is required from FHWA.

#### **C. National Highway System**

Wheeland announced that under MAP-21, the National Highway System was expanded to include all principal arterials. Attached to these minutes is a map illustrating all roadways within the MPA that became eligible for NHS funding due to this change. Most of the roads fall under the jurisdiction of the state, but that a section of 4<sup>th</sup> Street and Washington Street near the Amtrak Station owned by the City of Springfield was also included. Wheeland commented that the change means that some connectivity in the National Highway System is lost, as many of the principal arterials transition to minor arterials upon leaving the urban area, and thus lose their eligibility for NHS funding. IDOT is looking into this issue.

#### **D. Urban Area Confirmation**

Wheeland announced that a letter confirming the existing Urban Area boundary approved during the November SATS meetings will not be changed will need to be drafted and sent, under signature of the Policy Committee Chair.

#### **E. Next Meeting Date – Thursday, January 3, 2012 at 8:30 AM**

#### **X. ADJOURNMENT**

There being no further business, the regular meeting was adjourned at 9:11 AM.

Respectfully Submitted,

Daniel Begert  
Recording Secretary

# SATS Springfield Area Transportation Study

