

Minutes of Meeting
SATS TECHNICAL COMMITTEE
March 7, 2013

ATTENDANCE

Technical Committee Voting Members

<input checked="" type="checkbox"/>	Mike Williamsen	Village of Chatham
<input checked="" 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 Dept. of Transportation (IDOT): Region 4, District 6

* Represented by Kim Cummins

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 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 Roger Blickensderfer

Others

Alan Ho – Federal Highway Administration (FHWA)
Hassan Dastgir – FHWA
Tim Sheehan – IDOT – Bureau of Safety Engineering
Stan Hansen – Crawford, Murphy and Tilly, Inc.
Dan Mlacnik – IDOT District 6
Lori Williams – City of Springfield
Jim Moll – Hanson Engineering
Tim Landis – State Journal-Register
Elliott McKinley – Springfield Park District
Kevin Kuhn – Kuhn and Trello Consulting Engineering
Neha Soni – Regional Planning Commission
Linda Wheeland – Regional Planning Commission
Brian Sheehan – Regional Planning Commission

I. CALL TO ORDER

Chair Frank Squires called the meeting of the SATS Technical Committee to order at 8:31 AM.

II. APPROVAL OF MINUTES –SATS Technical Committee Meeting

Squires asked if there were any additions or corrections to the minutes of February 7th, 2013. Tim Zahn made a motion to approve the minutes and Nathan Bottom seconded the motion. The vote to approve was unanimous.

III. 2035 LONG RANGE TRANSPORTATION PLAN

A. Three-Year Progress Report

Linda Wheeland informed the committee that SATS members had been sent a copy of the Three-Year

Progress Report, and announced as a change from previous reports, instead of looking at projected completion dates for each objective, this report would monitor the means by which the goals were being met. Many objectives have been met with most goals underway.

Goal #1: Wheeland stated that work to establish transit service in rural parts of the MPA and parts of the Urbanized Area outside the SMTD boundary was ongoing and expected to be complete within the coming months.

Goal #2: Another objective in progress is the initial phase of an Intelligent Transportation Systems (ITS) project at SMTD (meeting a transportation safety goal). Although staff has made attempts to engage schools in a Safe Routes to School project, there has been no interest to date.

Goal #3: Wheeland also announced that as part of meeting the goal of a secure transportation system, staff had been working with David Butt of the Sangamon County Office of Emergency Management (OEM) to create a map of emergency routes in the county. Wheeland stated that the map would be emailed to members for review and paper copies were available to SATS members upon request.

Goal #4: The creation of an integrated transportation network includes selection of a multimodal transportation center site which is underway due to approval of the 10th Street corridor for high speed rail by the Federal Railroad Administration. Frank Squires stated that SMTD is a year ahead of schedule on the project and that title work on the proposed site would begin within 45-60 days with appraisals of properties on the proposed site expected to begin in the summer.

Mike Williamsen asked Squires where SMTD expected to get the money necessary to acquire the 10th Street properties and Squires stated that federal funding for the purchase had not at the time been entirely pulled back, though the status of the remaining funding was still uncertain.

Wheeland announced that Objective #5 under Goal #4, the exploration of demand and defining opportunities for provision of public transportation to Capital Airport would likely move forward upon the establishment of the rural transit service.

Goal #5: The encouragement of use of non-motorized travel modes, includes six objectives that are all complete or underway.

Goal #6: Ensuring that transportation plans are consistent with development and redevelopment potential in the area includes an objective to identify areas where infrastructure exists. A map is being developed to identify these areas.

Goal #7: The exploration of best management practices includes an objective to research low cost methods to improve transportation safety, which is partially being met by the Road Safety Assessments presentation being given at this meeting.

Goal #8: The objective to provide communities information to prioritize improvements to existing roads is being moved forward via microgrants awarded to smaller communities in the MPA to create pavement preservation plans.

Goal #9: Identifying how non-member communities in the SATS MPA can participate in the planning process, was announced by Wheeland as having been started but not having moved forward recently. Wheeland also announced that staff was in the process of creating a format in which to maintain the travel demand model and that SATS still needed to develop a process on how to handle future federal programs.

B. Road Safety Audits Presentation (Alan Ho, Tim Sheehan, Hassan Dastgir)

Alan Ho, leader of the Mobility and Safety Team at FHWA's Illinois Division Office, introduced himself to attendees, as well as Tim Sheehan from the IDOT Bureau of Safety Engineering and Hassan Dastgir from FHWA who were there to assist in answering questions attendees may have on the Road Safety Assessments (RSAs).

Ho started by explaining what an RSA is, which he described as three-component process summarized as a "**formal examination** of the safety performance of a roadway by an **independent, multi-disciplinary** team." Phrases bolded above match those highlighted on Page 1 of Attachment 1, and refer to what Ho considers the three main components of the RSA process.

Ho stated that the "*formal examination*" includes a report which documents the findings and what the RSA team would recommend be done based on the findings. He stated that a component of this portion would give the owner of the road some liability protection with regards to crashes that may occur after the RSA is complete, but before funding is available to make improvements, and possibly provide an impetus to include said improvements in the budget.

In regards to what makes the project "*independent,*" representatives from IDOT, FHWA, and other agencies are brought in to do the assessments having no previous connection to the project. The "*multi-disciplinary*" component involves ensuring the team comes from a cross section of disciplines with interest in roadway safety for all modes and users, such as planners, engineers, and state or local police.

Ho then summarized the RSA process as seen on the bottom half of Page 1 of Attachment 1 but also added that there is a step before any of those listed in the flowchart, which would be the gathering of necessary background information, giving the case for the need for improvements. Tim Sheehan added that a detailed written request from the road owner to the IDOT Bureau of Safety Engineering must be done to begin the RSA process regardless of the size and scope of the proposed study area.

Ho added that since oftentimes intersections and road segments which pose safety issues can be confined to a specific corridor rather than scattered randomly he recommend that in these scenarios the RSA be conducted at corridor-length level.

Following information and data gathering, Ho stated that only Steps 1 and 5 (out of 7 total) require direct involvement of the road owner, while explaining that the intent of the RSA is to not to directly engineer solutions to a problem but rather generally study an area from one day to a week in order to determine possible solutions to observed problems.

Williamsen asked Ho if examples of final reports could be found at the link shown on page 1 of the first attachment and Ho replied that since it was the link to the national level information on RSAs, it would not indicate components of the process specific to those done in Illinois and would not show report examples from Illinois or elsewhere.

Ho informed attendees that steps 2 through 4 would require little, if any, input from the entity that had requested an RSA, only that they be available via phone to clarify things that may not be obvious to persons without direct local knowledge.

Ho then flipped to the two slides shown on page 2 of the first attachment, explaining that the letter grades used in RSAs to assess safety risk depend on a combination of crash frequency and severity, with crashes involving pedestrians and bicyclists generally increasing the severity portion of the grade. As Ho explained, recommendations to be made are divided into a variety of improvements that can be made within a variety of time spans, ranging from low cost improvements that can be implemented quickly to more costly improvements that may require inclusion of such a project in a long range plan.

Ho then distributed and described a report showing the results of an RSA that had been conducted along the eastern end of Clear Lake Ave. between I-55 and Dirksen Pkwy, then asked if there were any questions.

Linda Wheeland asked Ho if a project recommendation in an RSA would improve the chances of receiving Highway Safety Improvement Program (HSIP) funding. Ho stated that while inclusion of an RSA would not likely give additional momentum to an HSIP application, it is a means by which potential future projects can be determined. Tim Sheehan added that while RSAs may be useful for coming up with ideas for new projects, the independent nature of RSA teams can lead them to find issues not always obvious to the responsible jurisdiction. Though RSAs may be a cost-effective up front method of identifying problems Sheehan stated that it cannot give additional momentum to an HSIP application.

Norm Sims then described where the idea for the use of RSAs by SATS came from, mentioning that he had attended the Fall IDOT conference and noticed that Sangamon County had been mapped as a “red” county with a high crash rate, comparable only to counties in the Chicago metropolitan area. Sims then asked the presentation team if broader issues such as Sangamon County’s can be taken into consideration within the context of an RSA. Alan Ho stated that FHWA had been meeting with other Illinois counties with regards to developing a highway safety plan and would be meeting with representatives of Sangamon County in the near future. Tim Sheehan added that IDOT and FHWA can provide the necessary data and possibly the impetus for the development of a highway safety committee in each county with which they consult. Such a committee can look at data and determine issues that may be greater on a countywide basis relative to the rest of the state and what their causes may be.

Issues that may be resolved via public education at a local level were discussed. Sims noted that with regards to wrong way turns in the downtown area, it appears to him that such drivers generally have tags from outside Central Illinois. Sims stated he knew this was not an empirical observation, but said he used it as an example to show that public education can only go so far with certain issues that may be contributing to Sangamon County’s high crash rate.

On the topic of next steps, Hassan Dastgir suggested that SATS ask IDOT what the areas or roadway are among the top 5 percent most severe in the county and focus RSAs in those areas in order to have a systematic approach toward mitigating such broader scale problems. Ho added that he had provided a list of the roadway segments and intersections which fall into these 5 percent areas to Linda Wheeland. Tim Sheehan added that SATS is free to contact the IDOT Bureau of Safety Engineering (BSE) on obtaining additional data, possibly via presentation or workshop conducted by BSE.

Wheeland noted that RSAs come at no cost to local jurisdictions. Ho affirmed this and distributed Attachment 2 which explains the steps of an RSA in more detail than the flowchart alone in Attachment 1. Dan Mlacnik added that in his experience with IDOT District 6, the 5 percent reports have been used to identify road segments and intersections which have severe safety issues and believes that this has helped District 6 in part towards reducing the fatality and injury rates on their roads.

Alan Ho stated that although locations are not required to be in the 5 percent report in order to undergo an RSA or receive HSIP funding, those in said report do tend to get attention more easily. Ho stated that FHWA would have no issue with conducting an RSA for any location that may or may not be in a 5 percent report, as long as there is a relevant safety issue.

IV. FY 2013-2016 TRANSPORTATION IMPROVEMENT PROGRAM

A. Amendment #9 (IL 29 in Rochester)

Dan Mlacnik introduced Amendment #9 to the SATS Technical Committee (below):

WHEREAS, the Springfield Area Transportation Study (SATS), in cooperation with the Illinois Department of Transportation, has a comprehensive, cooperative, and continuing (3C) planning process for transportation planning in compliance with Federal regulations for the urbanized area; and

WHEREAS, the Springfield Area Transportation Study approved the Transportation Improvement Program (TIP) for FY/2013-2016 on October 11, 2012; and

WHEREAS, roadway lighting is necessary to bring nighttime visibility to various intersections and pedestrian crosswalk near several subdivisions and the high school in Rochester; 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	Location	Action/Comments	Funding Source		Total Cost
A9 IL 29 State Principal Arterial	Termini: At Taft Dr., Camelot Dr., and West High School entrance in Rochester	Add roadway lighting.	HSIP	68,000	\$75,000
	Project# 72F31		State	7,000	
	TIP# 04-2013-10				

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

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.

B. Amendment #10 (Downtown Streetscape)

Nathan Bottom introduced Amendment #10 to the SATS Technical Committee (below).

WHEREAS, the Springfield Area Transportation Study (SATS), in cooperation with the Illinois Department of Transportation, has a comprehensive, cooperative, and continuing (3C) planning process for transportation planning in compliance with Federal regulations for the urbanized area; and

WHEREAS, the Springfield Area Transportation Study approved the Transportation Improvement Program (TIP) for FY/2013-2016 on October 11, 2012; and

WHEREAS, the City of Springfield was awarded \$1,000,000 in ITEP funds to complete downtown streetscape improvements; and

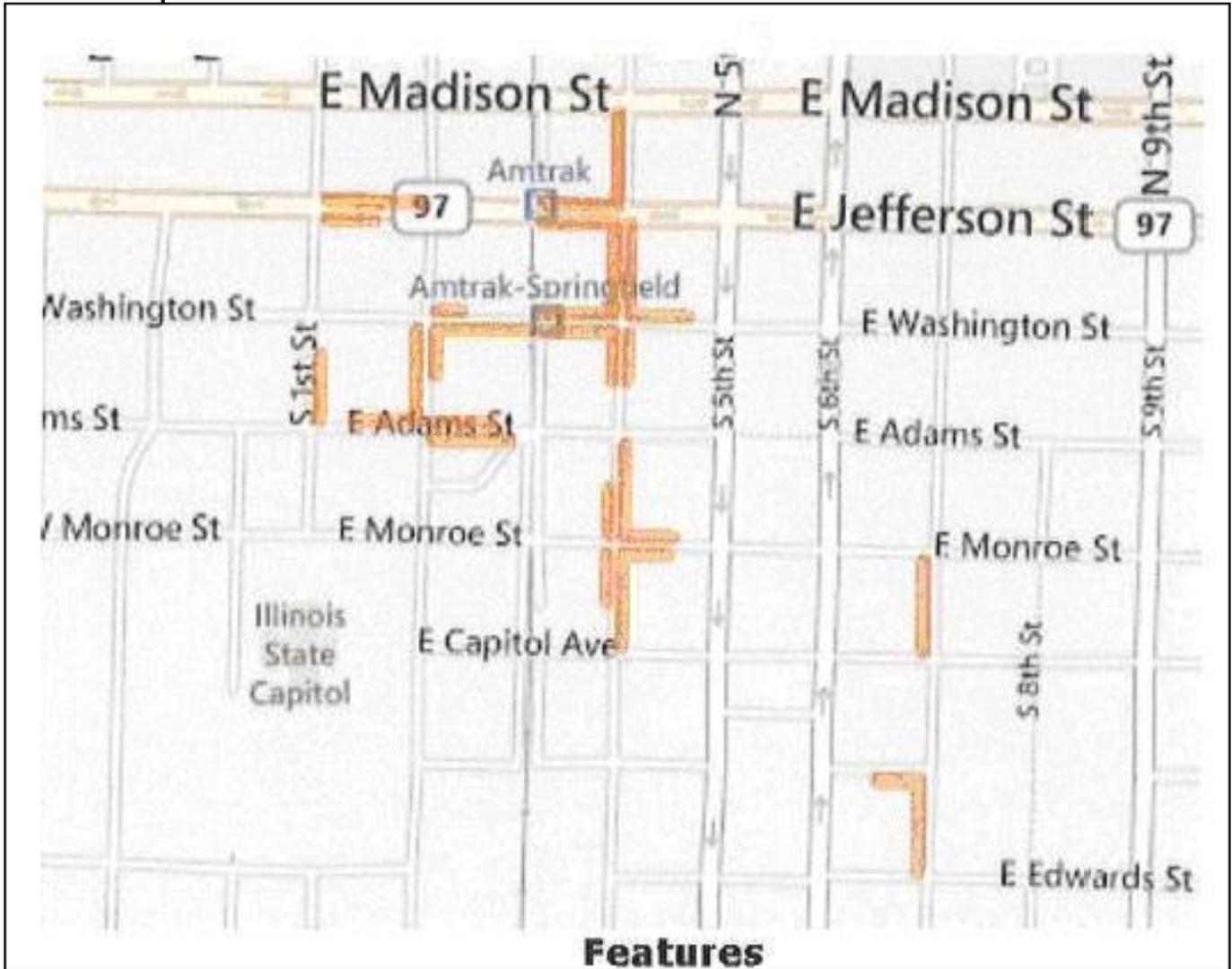
WHEREAS, streetscape improvements are planned for sections of the City of Springfield street network shown on the attached map; and

WHEREAS, the City 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	Location	Action/Comments	Funding Source	Total Cost
A10 Downtown Streetscape Improvements	Termini: Various	Streetscape C & CE	ITEP	1,000,000
	Project#		Springfield	1,407,440
	TIP# 02-2013-09			
	Various			\$2,407,440

Attached Map:



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

Tim Zahn 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.

C. Amendment #11 (Capitol Avenue Streetscape)

Nathan Bottom introduced Amendment #11 to the SATS Technical Committee (below).

WHEREAS, the Springfield Area Transportation Study (SATS), in cooperation with the Illinois Department of Transportation, has a comprehensive, cooperative, and continuing (3C) planning process for transportation planning in compliance with Federal regulations for the urbanized area; and

WHEREAS, the Springfield Area Transportation Study approved the Transportation Improvement

Program (TIP) for FY/2013-2016 on October 11, 2012; and

WHEREAS, the City of Springfield wishes to fabricate and install artistic elements to complete beautification on a section of Capitol Avenue from 11th Street to Martin Luther King Jr. Drive; and

WHEREAS, the City 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	Location	Action/Comments	Funding Source	Total Cost
A11 Capitol Ave Springfield Collector	Termini: 11th St to Martin Luther King Jr Dr	Artistic Elements Construction	HPP	71,024
	Project#		ITEP	344,976
	TIP# 02-2011-06			\$416,000

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

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

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

Kim Cummins reiterated that the City of Springfield had received the \$1 million in funding for streetscape work (see Amendment # 10) in the downtown area and that IDOT would receive the full breakdown of those costs soon on what project components are eligible for the funding. Cummins reported that a kickoff meeting for the project would be scheduled soon and that the Village of Chatham was receiving \$350,400 for the Plummer Boulevard Bicycle Trail, for which a kickoff meeting would be held this coming fall. A TIP amendment is also expected to be submitted for that project.

D. Illinois Commerce Commission

No report was given.

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

Norm Sims mentioned that he had recently attended, with representatives of MPOs from six Midwestern states, a MAP-21 information session held the previous Wednesday and Thursday in Indianapolis hosted by the National Association of Regional Councils (NARC). This had included information on the possible legislative intent from the perspective of the sponsors of MAP-21, as well as possible indirect impacts of sequestration on MPOs. Sims said that much of the discussion was regarding the implementation of the bill, particularly with regards to relations between the states and MPOs, and that a report had been distributed to attendees which Sims stated he would distribute to the committee.

Sims said the MPO representatives in attendance had been confused by ambiguity in the mandate for performance measures and expected a future session from NARC solely on this topic. Much other discussion on the ambiguity issue was on how money would be used and distributed under the Transportation Alternatives Program (TAP) to MPOs. Representatives from Indiana MPOs noted that a State/Local Sharing Agreement had previously been developed that covers all MPOs in the state, an agreement Sims believed had been in place for approximately a decade.

Sims then discussed Indiana's State and MPO Operating Manual, which summarizes the roles of the state and MPOs in the sharing agreement as it pertains to the covered funding sources. Sims stated that this included a "project tracking system" as a means to ensure that projects are being completed in a cost-efficient and timely manner. Sims then stated that he expects to receive a copy of said document soon and would distribute it to SATS members.

Linda Wheeland then updated the committee on an app developed by staff which allows the public to identify drainage grates in the SATS MPA which are not bicycle friendly, as a means to meet one of the objectives in the SATS Bicycle and Pedestrian Plan. Wheeland stated that this app was accessible to the public on the SATS website and would be further publicized in the near future.

B. Springfield Mass Transit District

No report was given.

C. City of Springfield

Nathan Bottom announced that the City of Springfield was finishing up an agreement to proceed with an aerial survey along the 10th Street railroad corridor and had gone through the QBS process with the state to select Hanson Professional Services as the project consultant.

In regards to upcoming projects, Bottom stated that the City would be bidding out 15 miles of overlay work within the following month as well as updating the sidewalk program for which Springfield has approximately \$1 million. Bottom also announced that the City would be letting the bridge project on Chatham Road in June.

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. PY 2014 Unified Planning Work Program (UPWP)

Wheeland stated that this document had been sent to SATS members in January and asked if any of the committee members had any questions or comments. Tom Caldwell asked if there were any public comments on the document and Wheeland said that the document was not required to be put out for public review.

Mike Williamsen made a motion to recommend approval of the PY 2014 UPWP to the Policy Committee. Tim Zahn seconded the motion and the vote to recommend approval was unanimous.

B. 2013 Public Participation Plan Draft

Wheeland announced that the draft of this document requires a 45 day public comment period and stated paper copies had been distributed on February 15th to SMTD, Chatham Public Library, Lincoln Library, and the Springfield Urban League. An electronic copy was made available online, and display ads were placed in the March issue of the Pure News, as well as the State Journal-Register (SJ-R) on February 25th, and a press release was sent out on the same date. A sidebar article appeared in the SJ-R on February 28th. The document had been sent to an email list of all SATS's interested parties. Wheeland did interviews with WTAX-AM and WICS-TV as part of the outreach effort.

Wheeland also announced that the Greater Springfield Area Chamber of Commerce had sent the document to their entire membership list, posted it on their Facebook page, and sent a notice to two of their councils. The deadline for submitting a comment is April 15th. Williamsen asked if any comments had yet been received and Wheeland stated that there were none as of yet.

C. Small Community MPO Representation (Tabled)

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

IX. NEW BUSINESS

A. Next Meeting Date – Thursday, April 4, 2013 at 8:30 AM

X. ADJOURNMENT

There being no further business, Chairman Squires called to adjourn. Norm Sims made a motion to adjourn. Mike Williamsen seconded the motion and the vote to adjourn was unanimous.

There being no further business, the regular meeting was adjourned at 9:26 AM.

Respectfully Submitted,

Brian Sheehan

Recording Secretary

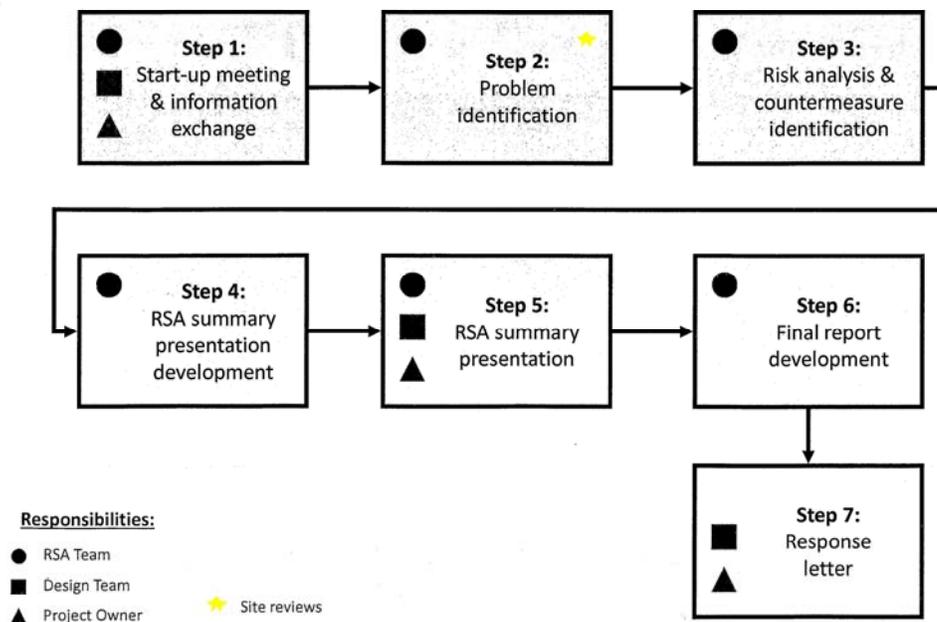
Attachment 1 - Page 1 of 2

What is a Road Safety Assessment (RSA)?

A *Formal Examination* of the
Safety performance of a roadway by an
Independent, Multi-disciplinary team.

<http://safety.fhwa.dot.gov/rsa/>

RSA Process



Risk Assessment Scale

RISK CATEGORY		SEVERITY			
		Low	Medium	High	Severe
Crash Frequency	Frequent	C	D	E	F
	Occasional	B	C	D	E
	Infrequent	A	B	C	D
	Rare	A	A	B	C

Risk Levels

A	Minimal	D	Significant
B	Low	E	High
C	Moderate	F	Extreme

Narrow Shoulder/Gutter/Pavement Edge Drop Off				
Frequency	Crash Type	Severity	Risk Rating	
Occasional	FO, Ovt, HO, SSOD	High	D	



LC: Edge Repairs
 Intermediate: HMA Shoulder with Gutter at Outside Edge.
 Milling Could Reduce Cross Slope Issues
 "Long" Term: Paved Shoulder with Subsurface Drainage or Open Ditch

PROCESS OUTLINE

The RSA (Road Safety Assessment) process begins with the owner identifying the project(s) for review by an independent, multidisciplinary team. Once the project(s) is selected, an RSA team, with members having no direct involvement with the project, is assembled. The RSA process typically involves the following 7 steps:

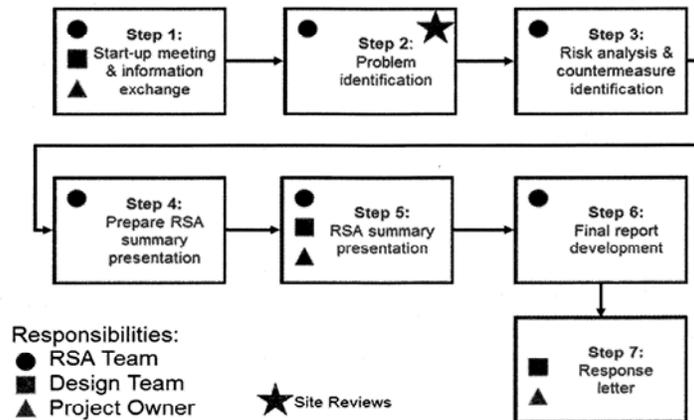


Figure 1. RSA Process

The first step of the assessment begins with an introductory meeting. At this meeting, the RSA team explains the RSA process to the design team and/or owner, and the design team and/or owner provides the pertinent project related information pertaining to the existing site conditions and the proposed project plan. With this information in hand, the RSA team visits the site (Step 2) to observe, investigate and document the existing safety issues under various traffic, lighting and weather conditions.

Next (Step 3), the RSA team evaluates the existing safety issues and to develop the expected safety risk of associated crashes. The Risk is defined by the degree of frequency and severity of the crashes for each safety issue and given an overall rating level as represented in the matrix below.

RISK CATEGORY		Severity			
		Low	Medium	High	Severe
Crash Frequency Category	Frequent	C	D	E	F
	Occasional	B	C	D	E
	Infrequent	A	B	C	D
	Rare	A	A	B	C

RISK LEVEL	
A	Minimal
B	Low
C	Moderate
D	Significant
E	High
F	Extreme

Figure 2. Risk Rating Levels

After each safety issue is identified, evaluated and assigned a risk rating, the RSA team selects countermeasures that will be suggested to the design team and/or owner for mitigating each safety condition. These countermeasures are often broken down into short, intermediate and long term suggestions to further help the design team and/or owner with the implementation. After the RSA team identifies and documents the existing safety issues, risks and suggested countermeasures, a final presentation is developed (Steps 4 and 5) to present this information to the design team and/or owner. During the final presentation, the design team and/or owner will have an opportunity to comment on the findings and information provided by the RSA team. Last, a final report (Step 6) will be submitted to the design team and/or owner to document the RSA team's observations and suggestions. Once the design team and/or owner have had an opportunity to review the final report, a response letter will be developed (Step 7).