Champaign-Urbana Urbanized Area Transportation Study (CUUATS)  
Technical Committee

MINUTES – APPROVED AS DISTRIBUTED

DATE: Wednesday, May 12, 2010  
TIME: 9:30 a.m.  
PLACE: Champaign County Regional Planning Commission – J Dimit Meeting Room  
1776 E Washington, Urbana, IL 61802

Technical Voting Members

<table>
<thead>
<tr>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
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<tr>
<td>Champaign County</td>
<td>Jeff Blue</td>
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<td>Champaign County</td>
<td>John Cooper</td>
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<td>Champaign</td>
<td>Dave Clark (proxy)</td>
<td>Roland White (Vice Chair)</td>
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<td>Champaign</td>
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<td>Rob Kowalski</td>
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<td>Urbana</td>
<td>Libby Tyler</td>
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<td>Urbana</td>
<td>Bill Gray (Chair)</td>
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<td>Savoy</td>
<td>Dick Helton</td>
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<td>Savoy</td>
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<td>Brent Maue</td>
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<td>CCRPC</td>
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<td>Cameron Moore</td>
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<td>UIUC</td>
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<td>Pam Voitik</td>
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<td>UIUC</td>
<td>Morgan Johnston</td>
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<td>CUMTD</td>
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<td>Bill Volk</td>
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<td>IDOT Dist 5</td>
<td>Bob Nelson</td>
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<td>IDOT Dist 5</td>
<td>Darla Latham</td>
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Others Present: Betsy Tracy (FHWA), Tom Kelso, David Speicher, Tom Caldwell (IDOT), Cynthia Hoyle (CUMTD), Harold Scharlau, Gary Cziko

CUUATS Staff: Eric Halvorsen, Sharif Ullah, Gabe Lewis, Nicole Thompson, Beth Brunk

MINUTES

I. Call to Order  
Mr. Gray called the meeting to order at 9:34 a.m.

II. Roll Call  
The roll was taken by written record and a quorum was declared present.

III. Audience Participation – None

IV. Approval of Agenda  
There being no changes or additions, Ms. Johnston made a motion to approve the agenda. Ms. Tyler seconded. Upon vote, the motion carried unanimously.
V. Approval of Minutes
   A. Joint Policy/Technical Committee Meeting – April 7, 2010
   There being no changes or additions, Ms. Tyler made a motion to approve the minutes of the Technical Committee Meeting of April 7, 2010. Mr. Blue seconded. Upon vote, the motion carried unanimously.

VI. New Business
   A. Approval of Final CUUATS Unified Technical Work Program (UTWP FY 2011) – Eric Halvorsen
   The UTWP draft comment period is over, and no comments or changes were received. The final document is the same as was initially presented to the Committee last month.

   Ms. Hoyle asked if the performance-based indicators referenced on page 18 would include new federal performance measures as they are developed. Mr. Halvorsen replied that the statement in the UTWP refers to existing performance measures monitored in the Long Range Transportation Plan (LRTP) with the intent to add more in the future. As part of the Sustainable Communities Initiative (SCI) grant, CUUATS is working to expand the travel demand model to a county-wide level which could add sustainability measures like storm water runoff, impact of impervious surfaces and modal choice impacts.

   Ms. Hoyle inquired if the Average Daily Traffic data cited on pages 24 and 25 would include bicycle and pedestrian numbers as well. Mr. Ullah answered that IDOT sends a map on a 5-year cycle to specifically count vehicles only at various locations. Ms. Hoyle mentioned that bicycle data would also be helpful, and a vendor has bicycle counters that have been successfully tested in the Chicago area. Mr. Gray added that Urbana would also like to see bicycles counted at specific locations in the future.

   Ms. Johnston made a motion to recommend the UTWP FY 2011 for CUUATS Policy Committee approval. Mr. Volk seconded. Upon vote, the motion carried unanimously.

   Ms. Johnston asked if the UTWP will have to be updated once IDOT confirms its funding. Mr. Kelso clarified that the funding level for 2011 will be the same as 2010 so the figures in the UTWP are correct.

   B. Transportation Improvement Program (TIP) Revision Procedures – Eric Halvorsen
   In the past, there has been confusion as to whether a change to a TIP project should be handled as a TIP amendment or an administrative modification. A major change to a TIP project would necessitate a TIP amendment which requires public input, redemonstration of fiscal constraint and approval by CUUATS Policy and Technical Committees. By comparison, a TIP administrative modification which reflects a minor change to the project can be executed by CUUATS staff without requiring a vote by the CUUATS Policy and Technical Committees. The Procedures Document outlines the parameters including monetary thresholds to determine if a TIP change is an amendment or modification. Pending approval of the draft, this document will become part of the TIP in the future.

   Ms. Tracy verified that the comments she made on the draft were incorporated. She also stated that the primary focus in the TIP is on federally funded projects – not local. Mr. Halvorsen clarified that CUUATS also includes all local projects in the TIP for public transparency purposes but the guidelines in the draft pertain to changes in the federally funded projects only.

   Ms. Latham made a motion to approve the Transportation Improvement Program Revision Procedures document. Mr. Volk seconded. Upon vote, the motion carried unanimously.

   C. Approval of the FY 2011-2014 Draft Transportation Improvement Program (TIP) – Eric Halvorsen
   Staff has worked closely with the member agencies to list all local, state and federal projects. IDOT and FHWA have reviewed the Draft TIP. The mandatory 30-day public comment period begins tomorrow, May 13th.
Mr. Volk made a motion to approve the FY 2011-2014 Draft Transportation Improvement Program (TIP). Ms. Tyler seconded. Upon vote, the motion carried unanimously.

D. Approval of CUUATS Access Management Guidelines 2010 – Nicole Thompson
CUUATS staff met several times with Champaign, Urbana, University of Illinois and Savoy to simplify and update the access management guidelines from 2001. They decided to focus on corner clearance, driveway spacing and traffic impact analysis (TIA) as the starting point for the Access Management Guidelines Draft and add other components as needed. Ms. Thompson has incorporated the comments received from the agencies and CUTC Committee.

Ms. Johnston made a motion to approve the CUUATS Access Management Guidelines 2010. Mr. Blue seconded. Upon vote, the motion carried unanimously.

VII. Old Business
A. Subcommittee Reports
   1. CUTEC – Jeff Blue
      The Access Management Guidelines were reviewed.
   2. Curtis Road – Dave Clark
      The contractor has made good progress with the favorable weather. The sub grade is complete and the eastbound lanes are being paved in the stretch of Curtis Road between Mattis Avenue and Wynstone Drive. The redirecting of Barkstall School traffic around the construction was so successful that parents want to keep the revised route.
   3. Windsor Road – Bill Gray
      The warm and dry weather in April has put the project ahead of schedule. In the westbound lanes, the contractor has poured the curb and gutters and is now starting to put down hot mix asphalt to full depth. The westbound lanes should be ready in July to receive traffic so the eastbound lanes can begin reconstruction.
   4. Olympian Drive – Bill Gray
      The Urbana City Council approved the local agency agreement with IDOT which was signed and sent to IDOT. The Intergovernmental agreement has been signed by Champaign and Urbana. The County does not intend to vote on the agreement until next summer when the public engagement process and elections have been completed. Hanson Engineers have started work, and the sub-consultants, Vector Communications, will begin the interview process with property owners, elected officials and other interested parties. The public engagement will include roundtable discussions and in August/September a public information meeting.
   5. CATS III – Bill Gray
      The next meeting is June 8th and the campus bike plan will be discussed. Mr. Volk wants to discuss the purchase of bike lights for “Light the Night” and a campaign to educate the community on a new pro-pedestrian law on the governor’s desk. When traffic signals are not in place or in operation, vehicles must come to a complete stop and yield to a pedestrian in a crosswalk rather than yielding the right-of-way by slowing down or stopping if need be.
   6. MiPLAN – Cynthia Hoyle
      Students in the Urban & Regional Planning masters program at the University have presented their capstone project, “Champaign-Urbana Green Corridors Plan”. One component in the draft looked at sustainable redevelopment of the Springfield Avenue and White Street corridors, and the cities may be able to use some of the ideas. LEAM is still working on the scenarios.

Mr. Helton joins the meeting.
7. **University Avenue Corridor Study** – Eric Halvorsen  
The study is complete and at the printer. Copies will be available in the next two weeks.

Ms. Tyler commended CUUATS staff for their effort on this project which started four years ago. The next challenge will be to find the resources to fund the implementation.

**B. Agency Reports**

Mr. Gray deferred the agency reports since they would be discussed at the CUUATS Policy Committee following this meeting.

**C. Announcements**

**Bike to Work Day – Cynthia Hoyle**

The first community-wide Bike to Work day occurred on May 4th with over 700 registrants. Four stations in Urbana, Champaign, Savoy and campus provided snacks from community sponsors. This is an excellent opportunity for education outreach. Mr. Lewis reported that RPC organized a Bike to Brookens Day on May 4th with 17 RPC employees participating. Mr. Lewis is planning more dates to bike to work based on the positive feedback from employees.

**Webinars at MTD & TIGER II Grant Proposals – Bill Volk**

Monday, May 17th – starts at 8:00 a.m. – cost benefit analysis of transportation investments  
Tuesday, May 18th – 12:00 – 2:00 p.m. – from FTA; application procedures and criteria for the second round of TIGER II grants.

Mr. Volk indicated that MTD intends to take the basic outline from the first TIGER grant application and narrow the focus. Priority will be given to projects that are resubmitted from the first round over new projects. However, this round has a 20% local match so the individual agencies will have to evaluate this as an investment now to avoid costs in the future. Mr. Volk explained that if the agencies were going to spend money on the targeted streets within the grant proposal, then this is an opportunity to get 80% participation.

**Champaign County Transit Partnership Group (CCTPG) – Morgan Johnston**

A proposal from a coalition of people in the county looking at public transit outside of the urbanized area was approved by the Champaign County Board. CRIS Rural Transit was contracted as the transportation provider and will start in the Rantoul/Thomasboro area. CCTPG will also host a Transit 101 overview on June 10th.

**Safe Routes to Schools (SRTS) – Cynthia Hoyle**

A third round of funding was announced by SRTS. Once an updated travel plan is approved, entities can apply for projects. The Urbana School District expressed interest in applying for bike education funding.

**VIII. Audience Participation**

None

**IX. Adjournment**

There being no further business, Mr. Volk made a motion to adjourn. Mr. Blue seconded. Upon vote, the motion carried unanimously. Mr. Gray adjourned the meeting at 10:16 a.m.