

**Kankakee Metropolitan
Planning Organization**

Policy Committee

Paul Schore, Chairman
Mayor
Village of Bourbonnais

Nina Epstein, Vice-Chairman
Mayor
City of Kankakee

Bruce Adams, Mayor
Village of Bradley

Duane Dykstra, Mayor
Village of Aroma Park

Michael Bossert, *Kankakee
County Board Chairman*

Rob Hoffmann
METRO

Eric Therkildsen
IDOT-Regional Engineer

Technical Advisory
Committee

James Piekarczyk, Chairman
Kankakee County

Steve McBurney, Vice-Chairman
Village of Bourbonnais

Dr. Michael Gingerich
Village of Bradley

Dave Tyson
City of Kankakee

Neil Piggush
Village of Aroma Park

Lou Paukovitz
IDOT

Rob Hoffmann
METRO

Advisors to Tech and
Policy

Tom Caldwell
IDOT

John Donovan
FHWA

Steve Polito
FTA

Kankakee Area
Transportation Study

Staff

Michael J. Van Mill
Executive Director

Michael B. Lammey
Senior Transportation Planner

James M. Greenstreet
Transportation Planner

Delbert Skimerhorn, Sr.
GIS Coordinator

Michelle Sadler
Office Manager

KANKAKEE AREA TRANSPORTATION STUDY UNIFIED WORK PROGRAM FY 2012

**Adopted by the Policy Committee
May 11, 2011**

**Amended by the Policy Committee
June 29, 2011**

189 E. Court St., Room 201
Kankakee, IL 60901
Phone: (815) 937-2940 Fax: (815) 937-2974
Web Site: <http://planning.k3county.net>
Email: mlammey@k3county.net

Public

FISCAL YEAR 2012

UNIFIED WORK PROGRAM

**THIS REPORT WAS PREPARED IN
COOPERATION WITH THE FOLLOWING:**

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
FEDERAL TRANSIT ADMINISTRATION
ILLINOIS DEPARTMENT OF TRANSPORTATION**

**THE CONTENTS, VIEWS, POLICIES AND
CONCLUSIONS EXPRESSED IN THIS REPORT
ARE NOT NECESSARILY THOSE
OF THE ABOVE AGENCIES**

TABLE OF CONTENTS

ITEM	PAGE NUMBER
Title Page	1
Table of Contents	2
Introduction	3
Planning Priorities	4
MPO – State – Transit Operators Agreement	6
Work Elements	7
• Unified Work Program	7
• Transportation Improvement Program	8
• Long-Range Plan	9
• Transit Technical Assistance	10
• Public Involvement	11
• Planning Services	12
• Graphic Support	13
• Secretarial Support	14
• State Metro Planning Funds	15
• Program Administration	16
• Indirect Overhead Costs	17
• Non-Personnel Items	18
○ Computer Equipment/Supplies	18
○ Travel Expenses	18
○ Website Development	18
○ Public Notice, Court Report, Subscription and Printing	18
○ Mailing	18
○ Special Transportation Grant	19
○ Contractual Assistance	19
○ State Metro Planning Funds	19
• FY 2011 Funding	19
• Urban Human Services Transportation Plan	19
• Traffic Safety Audit	19
• FY 2012 Funding	19
• Intersection Design Study – Industrial Drive With Illinois Route 50	19
• Off-Street Parking in Downtown Kankakee	20
• Consultant Assistance – Illiana Study	20
Financial Tables	21
• Total Budget – Federal Plus Local	21
• Federal Funding (PL Funds) Administered Through IDOT	22
• Federal Funding (Section 5303) Administered Through IDOT	23
• State Metro Planning Funds	24
• Local Funding to Match Federal Funding	25

FISCAL YEAR 2012

UNIFIED WORK PROGRAM

FOR TRANSPORTATION PLANNING FOR THE KANKAKEE METROPOLITAN AREA

INTRODUCTION

This report and attached tables comprise the Unified Work Program (UWP) for the Kankakee Area Transportation Study (KATS) for FY 2012 (July 1, 2011 through June 30, 2012). The following agencies perform transportation planning within the Kankakee metropolitan area, their work is coordinated through the UWP, and they have agreed to cooperate and work toward completing the proposed products of this work program:

- Village of Aroma Park
- Village of Bourbonnais
- Village of Bradley
- Illinois Department of Transportation
- City of Kankakee
- Kankakee County
- River Valley METRO Mass Transit District

Kankakee County has been designated as the “lead agency” and will coordinate the work and ensure compliance with State and Federal requirements.

The transportation planning outlined in this work program is funded through two federal subsidies. They are:

1. FHWA PL Funding. PL (Planning) funds provided through the Federal Highway Administration (FHWA) are allocated to KATS by the Illinois Department of Transportation (IDOT). PL funds are aimed at transportation planning for primarily highway needs, but can also be used for other related transportation planning work. The allocation to KATS for FY 2012 is \$162,860.
2. FTA Section 5303. Section 5303 funds provided through the Federal Transit Administration (FTA) are annually allocated to KATS by IDOT and are aimed at transportation planning needs related to public transit, both rural and urban. The allocation to KATS for FY 2012 is \$34,654.

The above funding is provided to KATS on the condition that it is matched by 20 percent local funding. As the lead agency, Kankakee County has historically funded the 20 percent, and will again do so in FY 2012.

State Metro Planning Funds were made available in July, 2010, with the share of these funds for the Kankakee Urbanized Area being set at \$45,701. These funds are made available through October 5, 2012, so that they were available in FY 2011, and through FY 2012, and for a small portion of FY 2013.

Three areas of consultant services were programmed in FY 2011 for these funds: (1) an Urban Human Services Transportation Plan; (2) Traffic Safety Audits; and (3) Commuter Transit. Funds were also programmed for staff time to manage these funds. At the end of FY 2011, the funding allocated for the staff time and for the Commuter Transit line item was totally spent. These three areas cannot be amended.

Some \$14,373 still remained to be spent for the Urban Human Services Transportation Plan, and some \$17,626 still remained to be spent for the Traffic Safety Audits. These funds will be programmed in this document in FY 2012.

It is possible that \$45,701 in State Metro Planning Funds will be made available in FY 2012, to be used through October 5, 2013. There is some question as to whether these funds will actually be committed by the State of Illinois. Should these funds be made available, the proposed areas for funding are listed on pages 20-21.

The funding amounts for work products are given in tables attached at the end of this report. In most cases, several work products are lumped together because of uncertainties regarding the time needed to accomplish single tasks. Other work products have specific target dates. Amendments may become necessary as the annual work progresses, and the nature and extent of the tasks become more apparent.

PLANNING PRIORITIES

The Planning Services contract between IDOT and the Kankakee County Planning Department will require two documents to be delivered by specific dates in FY 2012. The Unified Work Program (UWP) requires the delivery of a draft document at the March MPO meeting, and a final document at the May MPO meeting. The Transportation Improvement Program (TIP) requires the delivery of a draft document at the May MPO meeting, and a final document at the June MPO meeting.

A Long – Range Transportation Plan was prepared and adopted by the KATS Policy Committee in FY 2010. The next Plan will not be required for four years, but annual evaluation and updating of the Plan will be required during FY 2012. This activity will be accomplished in the Long – Range Transportation Plan (LRP) work element.

Continuing planning efforts for transit activities, both urban and rural, are underwritten in the work element Transit Technical Assistance (TTA). Continuing efforts at soliciting

public opinion are underwritten in the work element Public Involvement (PI). A number of local priority projects are included in the Planning Services (PS) work element.

Staff effort in Graphic Support (GS) and Secretarial Support (SS) are included in this work program, as are the efforts of administration, under the Program Administration (AD) work element.

Title VI of the Civil Rights Act (42 U.S.C. 2000-1) states that “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, or activity receiving Federal financial assistance.”

The Executive Order on Environmental Justice further amplifies Title VI by providing that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.”

Title VI concerns will be addressed in the Public Involvement (PI) and Transportation Improvement Program (TIP) work elements of this Unified Work Program.

MPO – STATE – TRANSIT OPERATORS AGREEMENT

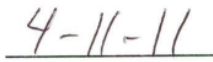
The federal Metropolitan Planning Rule calls for agreements between the state and the MPO and between the operators of publicly owned transit services and the MPO concerning responsibilities for carrying out transportation planning, specifically 23 CFR § 450.310 (a) and (b). Part (a) calls for an agreement between the state and the MPO on “the responsibilities for cooperatively carrying out transportation planning (including corridor and subarea studies) and programming...”. Part (b) calls for a similar agreement between the MPO and operators of publicly owned transit services. Part (d) states to the extent possible there should be one cooperative agreement. Part (e) states that these requirements “may be satisfied by including the responsibilities and procedures for carrying out a cooperative process in the unified work program...”.

The Policy Committee is the governing body of the Kankakee Area Transportation Study, the Metropolitan Planning Organization (MPO) for the greater Kankakee area. The Illinois Department of Transportation (IDOT) which represents the state of Illinois has a voting representative on the Policy Committee. The River Valley METRO Mass Transit District is represented on the Policy Committee by a non-voting member. The interests of each concerning transportation planning and programming are principally served by their membership on the Policy Committee. The specific responsibilities and procedures for carrying out a cooperative process for the next fiscal year are delineated by the project and study descriptions in each years’ Unified Work Program document.

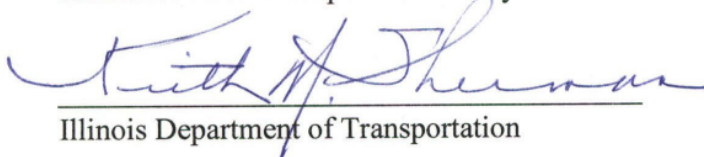
It is hereby agreed that the responsibilities in the next fiscal year (July 1, 2011 to June 30, 2012) for cooperatively carrying out transportation planning (including corridor and subarea studies) and programming are as described in the project and study descriptions in the **FY 2012 Unified Work Program** for the Kankakee Area Transportation Study.



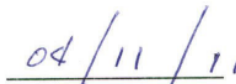
Kankakee Area Transportation Study



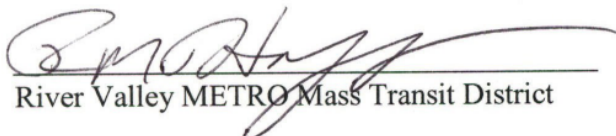
Date



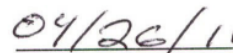
Illinois Department of Transportation



Date



River Valley METRO Mass Transit District



Date

WORK ELEMENT – UNIFIED WORK PROGRAM (UWP)

The Unified Work Program (UWP) document is prepared annually to coordinate and direct transportation planning in the Kankakee Urbanized Area. The UWP coordinates planning related to transit, highways and other transportation modes. The program sub allocates the various funding sources described above among the various work elements and studies proposed for the year. Work in this element will develop the FY 2013 UWP, and complete and/or modify the FY 2012 UWP, as needed. The UWP identified responsibilities and expected work products (printed in **bold type**) throughout this report.

During FY 2012, a Unified Work Program for FY 2013 will be prepared and published. Kankakee County will be the responsible agency. As needed, amendments to this FY 2012 Unified Work Program will be made under this work element.

Timing for the UWP will be: production of a draft document for the March, 2012 meeting of the Kankakee Area Transportation Study Policy Committee, and production and approval of a final document for the May, 2012 meeting of the Kankakee Area Transportation Study Policy Committee.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Senior Transportation Planner	\$1,523	\$324	\$462	\$2,309
Transportation Planner	\$980	\$209	\$297	\$1,486
Total	\$2,503	\$533	\$759	\$3,795

WORK ELEMENT – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) coordinates, budgets, and sets priorities for future highway, transit, and bicycle/pedestrian transportation improvements of the member agencies of the Kankakee Area Transportation Study. The TIP lists, groups, and sets priorities for transportation improvements that are fiscally constrained, feasible, coordinated, non-conflicting, and in concert with other governmental improvements and private developments. Work in this element will develop the FY 2013 TIP and complete and/or modify the FY 2012 TIP, as needed.

During FY 2012, a Transportation Improvement Program for FY 2013 will be prepared and published. Kankakee County will be the responsible agency. Member agencies will be responsible for reporting progress on their programs at regular meetings of the Kankakee Area Transportation Study Policy Committee. As needed, amendments to this FY 2012 Transportation Improvement Program will be made under this work element.

Timing for the TIP will be: production of a draft document for the May, 2012 meeting of the Kankakee Area Transportation Study Policy Committee, and production and approval of a final document for the June, 2012 meeting of the Kankakee Area Transportation Study Policy Committee.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Senior Transportation Planner	\$3,047	\$648	\$924	\$4,619
Transportation Planner	\$3,267	\$695	\$991	\$4,953
Total	\$6,313	\$1,343	\$1,914	\$9,571

WORK ELEMENT – LONG-RANGE PLAN (LRP)

A new Long – Range Transportation Plan was adopted in FY 2010. Continuing activity in this work element will be made during FY 2012 in the maintenance of the adopted document.

During FY 2012, The Long-Range Plan will be maintained and updated, as conditions warrant. Kankakee County will be the responsible agency.

Timing of the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there are no FHWA or IDOT reports listed in this work element during the FY 2012 program year.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Senior Transportation Planner	\$1,016	\$216	\$308	\$1,540
Transportation Planner	\$1,307	\$278	\$396	\$1,981
Total	\$2,322	\$494	\$704	\$3,521

WORK ELEMENT – TRANSIT TECHNICAL ASSISTANCE (TTA)

There are currently two operating transit agencies within Kankakee County. The transit service for the rural area of the County is administered by Kankakee County, through a Service Agreement with SHOW BUS. The transit service for the urban area is provided by the River Valley METRO Mass Transit District, under the administration of their Transit Board. The transit planning assistance for each of these agencies has been provided since the inception of each under the umbrella of the MPO staff, and continues to be so provided.

During FY 2012, Transit Technical Assistance (TTA) will be provided to both the Rural (provided by SHOW BUS) and Urban Transit (provided by the River Valley METRO Mass Transit District) programs in Kankakee County. This assistance will consist of:

- 1. Attendance at regular and special meetings of both programs.**
- 2. Provision of technical assistance as requested by both programs.**
- 3. Monitoring of Operating and Capital Assistance activities of both programs.**
- 4. Supervision of both operating and financial issues of the Rural Transit program provided by Kankakee County.**

Timing of the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there are no FHWA or IDOT reports listed in this work element.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Senior Transportation Planner	\$7,109	\$1,513	\$2,155	\$10,777
Transportation Planner	\$1,307	\$278	\$396	\$1,981
Total	\$8,415	\$1,791	\$2,552	\$12,758

WORK ELEMENT – PUBLIC INVOLVEMENT (PI)

The Public Involvement (PI) work element provides for the public input necessary in all elements of the transportation planning process. In the past, this has been accomplished in a wide variety of ways, including (1) attending meetings of and disseminating transportation planning information to existing community groups representing citizens and public entities; (2) scheduling and coordinating public hearings and informational meetings; (3) developing and disseminating non-technical or informational reports, and seeking feedback from these reports; (4) notifying the public and press of all meetings, agendas, and important issues prior to decisions on these issues; (5) maintaining an open meeting format for all KATS meetings and soliciting public comment from the general public during those meetings; and (6) maintaining open, accessible offices and, from these offices, answering questions and requests, in person or by telephone, from the general public, the press and organizations.

During FY 2012, member agencies will involve the public in a timely manner regarding transportation issues and decisions. The means outlined above will be used, with responsibilities as follows:

- 1. Kankakee County will be the lead agency for Title VI reporting.**
- 2. Member agencies directly responsible for highway projects will notify and involve the public about these projects.**
- 3. Member agencies directly responsible for transit projects will notify and involve the public about these projects.**
- 4. Member agencies directly responsible for bicycle/pedestrian projects will notify and involve the public about these projects.**
- 5. Kankakee County will notify and involve the public and press of all Technical Advisory and Policy Committee meetings of the Kankakee Area Transportation Study.**
- 6. Kankakee County will provide a listing of the meetings attended where public involvement is sought and obtained.**

Timing for the Title VI report will be: draft report in May of 2012, and approval of a final document by June 2012.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Planning Director	\$3,574	\$761	\$1,084	\$5,418
Senior Transportation Planner	\$8,124	\$1,729	\$2,463	\$12,316
Transportation Planner	\$3,920	\$834	\$1,189	\$5,943
Total	\$15,619	\$3,323	\$4,735	\$23,677

WORK ELEMENT – PLANNING SERVICES (PS)

A number of continuing studies are covered by this work element, including an accident location initiative, and reports useful to local citizens and groups. These programs have end products for local usage, and do not have end products that are required by contract with IDOT.

This work element is also a continuing work element, meant to combine the field data collection activity of the MPO and the resource data collection and dissemination done in the office with the public. The analysis and reporting of the Census data resulting from the 2010 Census will be included in this work element. The maintenance of the data involved in the local classified roadway system is included, as are the data collection of transit related data.

During FY 2012, the staff of the MPO will develop and maintain the reports discussed above. Kankakee County will be responsible for the following:

- 1. Traffic count information.**
- 2. Accident information.**
- 3. Assistance to local school districts and units of local government for the Safe Routes to Schools program.**
- 4. Evaluation of the MPO data base, specifically regarding information from the 2010 census. The identification of low income and minority group areas will be noted for the Environmental Justice initiative.**

Timing for the reports produced for this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT required report listed in this work element.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Senior Transportation Planner	\$7,109	\$1,513	\$2,155	\$10,777
Transportation Planner	\$13,159	\$2,800	\$3,990	\$19,949
Intern	\$2,691	\$573	\$816	\$4,080
Total	\$22,959	\$4,885	\$6,961	\$34,805

WORK ELEMENT – GRAPHIC SUPPORT (GS)

This work element was created to separate the graphic services of the MPO into one work element, so that the work output can be categorized. All of the mapping efforts of the MPO are included in this work element, as are all the support provided toward the development of a GIS system.

During FY 2012, the staff of the MPO will develop and maintain the graphic support necessary to provide the materials of the MPO. Kankakee County will be responsible for the following:

- 1. Maintenance of a comprehensive base mapping system.**
- 2. Computerization of base maps.**
- 3. Progress toward GIS system.**
- 4. All other graphic services required to support the other activities of this Unified Work Program.**

Timing for the reports and materials produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT report listed in this work element.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
GIS Coordinator	\$9,342	\$1,988	\$2,833	\$14,163
Total	\$9,342	\$1,988	\$2,833	\$14,163

WORK ELEMENT – SECRETARIAL SUPPORT (SS)

This work element includes the secretarial function as a vital part of the daily activities of the overall work program.

During FY 2012, all the secretarial services connected with the transportation planning function of the MPO will be included in this work element.

Timing for the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA or IDOT required report listed in this work element.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Office Manager	\$6,390	\$1,360	\$1,937	\$9,687
Total	\$6,390	\$1,360	\$1,937	\$9,687

WORK ELEMENT – STATE METRO PLANNING FUND (SMP)

This work element includes the report and billing function for the State Metro Planning Funds.

During FY 2012, all the reporting and billing services connected with the State Metro Planning funds will be included in this work element.

Timing for the reports produced under this work element will be at various intervals, and will mainly be produced for local distribution, as there is no FHWA of IDOT required report listed in this work element.

Job Title	State Metro Planning Funds	Total Funding
Office Manager	\$3,870	\$3,870
Total	\$3,870	\$3,870

WORK ELEMENT – PROGRAM ADMINISTRATION (AD)

This work element provides for the general administrative work of the Kankakee Area Transportation Study Technical Advisory and Policy Committees. In this past, this work has involved:

1. Administering and coordinating the IDOT Planning Services contract. This includes preparing quarterly progress reports, financial statements, and annual completion reports, where necessary, for State and Federal contracts, and related record keeping and other documents for audit purposes. Similar reports and records are prepared and maintained to meet the accounting requirements of the local participants.
2. Procuring necessary supplies, office space and equipment, hiring and supervising employees, managing employee benefits, performing employee evaluations, setting and disbursing salaries, and similar activities necessary to maintain the MPO, but not attributable to other more specific work elements.
3. Certifying the Urban Transportation Planning Process for conformance with applicable State and Federal guidelines and regulations.
4. Assuring equal opportunities to Disadvantaged Business Enterprises (DBE) and minorities, in general, in UWP contracts and subcontracts.
5. Responses to Planning Process Reviews, conducted by FHWA and IDOT.

During FY 2012, member agencies of the Kankakee Area Transportation Study will perform administrative work similar to that described above, as needed. Kankakee County will be responsible for general correspondence, record keeping, and necessary services for KATS. FTA Section 5303 and FHWA PL grant administration and planning process certification will be a shared activity between IDOT and Kankakee County. Kankakee County and IDOT will enter into a Planning Services contract. Kankakee County will prepare quarterly progress and expenditure reports, financial statements and annual contract closeout reports as in the past.

Timing for the reports required under this work element will be: Progress reports and billings will be submitted quarterly. The annual contract will be prepared and signed prior to the beginning of FY 2012.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Planning Director	\$2,214	\$471	\$671	\$3,357
Senior Transportation Planner	\$9,282	\$1,975	\$2,814	\$14,071
Total	\$11,496	\$2,446	\$3,486	\$17,428

WORK ELEMENT – INDIRECT OVERHEAD COSTS (ID)

This work element contains all of the indirect overhead costs incurred during the performance of the work identified in this document. It includes: administrative salaries, fringe benefits, facility use and maintenance, and audit and accounting reports.

There are no finished products for this work element, as it is the support element for all the other work elements in the Unified Work Program.

Job Title	PL Funding	5303 Funding	Local Funding	Total Funding
Planning Director	\$4,168	\$887	\$1,264	\$6,318
Senior Transportation Planner	\$26,790	\$5,700	\$8,123	\$40,613
Transportation Planner	\$17,237	\$3,668	\$5,226	\$26,130
GIS Coordinator	\$6,726	\$1,431	\$2,039	\$10,197
Office Manager	\$4,601	\$979	\$1,395	\$6,974
Intern	\$1,938	\$412	\$588	\$2,938
Total	\$61,459	\$13,077	\$18,634	\$93,170

NON-PERSONNEL ITEMS

All of the following items will be compiled into a work element titled “Non-Personnel Expenses”. The total budget (federal plus local) for the Non-Personnel Expenses area is proposed at \$24,318. State Metro Planning Funds originally programmed in FY 2011 are \$31,999. New State Metro Planning Funds (FY 2012 origin) have been added to the Non-Personnel Expenses area in the amount of \$39,044.

Computer Equipment/Supplies

Each year the computer and printing equipment of the MPO are upgraded to be able to produce the work products envisioned in the Unified Work Program. The mapping ability of the MPO has been upgraded to a significant degree in the past, as have the work stations for each of the individuals involved in the transportation planning process.

Traffic counting equipment and presentation materials are also included in this line item.

Funding for this area is proposed at \$7,000.

Travel Expenses

Each year the transportation staff attends a number of conferences and meetings, and the travel related costs of these travel expenses are paid from this line item. There are other travel expenses involved in field work each year, as well. Membership dues are also included in this line item.

Funding for this area is proposed at \$8,000.

Website Development

On occasion, special efforts are made to improve the Planning Department and MPO website. When these efforts are made, charges are made against this line item.

Funding for this area is proposed at \$500.

Public Notice, Court Report, Subscription and Printing Charges

All meetings of the Kankakee Area Transportation Study are advertised through Public Notice in the local daily newspaper of greatest circulation. Some other events, such as Public Hearings, are also provided legal Public Notice. All Public Hearings are subject to Court Report transcription. Subscriptions to magazines are included in this line item, as are printing charges.

Funding for this area is proposed at \$1,500.

Mailing

Mailing charges for the numerous materials that are sent out of the office in relation to the MPO activities are charged to this line item.

Funding for this area is proposed at \$2,000.

Special Transportation Grant

At the direction of the MPO Policy Committee, communities of less than 1,000 persons who are member agencies of the MPO can apply for funding to compensate professional staff contracted to attend the Technical Advisory and Policy Committee meetings. An hourly rate for billing has been contracted, and the local agencies are required to submit billings to the MPO.

Funding for this area is proposed at \$1,000.

Contractual Assistance

It is the intent of the Kankakee Area Transportation Study to obtain consultant assistance to perform a number of special studies as might arise during the course of FY 2012. An hourly rate will be negotiated for this assistance.

Funding for this area is proposed at \$4,318.

State Metro Planning Funds

FY 2011 Funding

Funding remaining from FY 2011 State Metro Planning Funds totals \$31,999, and has been allocated for the following two areas:

- Urban Human Services Transportation Plan – The project would be the development and adoption of the urban HSTP for the Kankakee Urbanized Area. Tasks include ongoing public involvement activities, public meetings and outreach, continuing surveys of service providers and users and production of the plan document. This project will also include coordinating activities with the urban transit provider and the social service agency members of the County Transportation Committee, including the provision of outreach to the agency clients and needs assessment.
- Traffic Safety Audit – Using the crash data developed in the Planning Services work element, a consultant would be sought to perform “Traffic Safety Audits” for locations with crashes above the level expected. Crash modification factors can be applied to those locations to determine if those modifications would have an effect on the crashes actually occurring.

FY 2012 Funding

Once again, funding is allocated for MPO staff to manage the necessary administration of these funds. The remaining \$39,044 (assuming that \$45,701 is once again allocated to the Kankakee Area Transportation Study) is planned for the following areas:

- Intersection Design Study for the Future Intersection of Industrial Drive (extended) with Illinois Route 50 – Industrial Drive is planned to be extended from its current termini approximately one-third mile north of North Street around the Bunge property, and to tie into Illinois Route 50 at the traffic light west of Lowes. The planned study would envision the configuration of that new intersection, and would do the planning for the traffic control devices (signals,

signs and pavement markings) that would be required for that signalized intersection to function properly. The amount of funding allocated to this study is \$16,500. Any funding for the study above this figure would have to come from the Village of Bradley.

- Off-Street Parking Situation in Downtown Kankakee – There are a number of old and new surface areas in the area between Schuyler Avenue and the CN Railroad in downtown Kankakee that need to be studied to provide parking for current government and private uses in the area, and for the introduction of Traffic Court into the area at the southwest corner of Schuyler Avenue and Court Street. These lots include:
 - New lot immediately west of 189 E. Court Street
 - Current County main parking lot for 189 E. Court Street
 - County employee parking between East Avenue and the CN tracks
 - Lot west of Jimmy Johns
 - 2 lots north of 189 E. Court Street between Schuyler Avenue and the alley
 - South end of the Paramount parking lot
 - Farmers Market lot
 - Depot parking lot

The amount of funding allocated to this study is \$16,500. Any funding for the study above this figure would have to come from the combination of the City of Kankakee and Kankakee County.

- Consultant Assistance for the Illiana Study – The Illinois Department of Transportation has begun the Illiana Study to determine the feasibility of an east west transportation facility to link Interstate 65 in Indiana with Interstate 55 in Illinois. The southern edge of the study area extends some three miles into Kankakee County from the north. A number of stakeholder meetings are proposed for the early months of the study, and it has been proposed that a consultant familiar with this type of study be retained to assist in the local response to the study as it progresses. The amount of funding allocated to this study is not to exceed \$4,844.
- Transportation Brochure Update Printing Expense – MPO staff published the first Kankakee County Transportation Initiatives brochure in September of 2008, and the intent is to publish an update of the brochure every three years. The initiation of the Illiana Study makes a fall, 2011 publication date timely. The printing and mailing expenses for this update are proposed to be funded. The amount of funding allocated to this project is not to exceed \$1,200.

TOTAL BUDGET – FEDERAL, STATE PLUS LOCAL

WORK ELEMENT	PL/FTA, LOCAL SALARIES/ OVERHEAD	SMPF SALARIES/ OVERHEAD	PL/FTA, LOCAL EQUIPMENT/ EXPENSES	SMPF EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$3,795	\$0	\$0	\$0	\$3,795
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$9,571	\$0	\$0	\$0	\$9,571
LONG-RANGE PLAN (LRP)	\$3,521	\$0	\$0	\$0	\$3,521
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$12,758	\$0	\$0	\$0	\$12,758
PUBLIC INVOLVEMENT (PI)	\$23,677	\$0	\$0	\$0	\$23,677
PLANNING SERVICES (PS)	\$34,805	\$0	\$0	\$0	\$34,805
GRAPHIC SUPPORT (GS)	\$14,163	\$0	\$0	\$0	\$14,163
SECRETARIAL SUPPORT (SS)	\$9,687	\$0	\$0	\$0	\$9,687
STATE METRO PLANNING FUNDS (SMPF)	\$0	\$3,870	\$0	\$0	\$3,870
PROGRAM ADMINISTRATION (AD)	\$17,428	\$0	\$0	\$0	\$17,428
SUBTOTAL	\$129,403	\$3,870	\$0	\$0	\$133,273
INDIRECT COSTS (ID)	\$93,170	\$2,787	\$0	\$0	\$95,957
NON-PERSONNEL EXPENSES	\$0	\$0	\$24,318	\$71,043*	\$95,361
TOTAL	\$222,573	\$6,657	\$24,318	\$71,043*	\$324,591

* \$31,999 of FY 2011 funding, \$39,044 of FY 2012 funding

FEDERAL FUNDING (PL FUNDS) ADMINISTERED THROUGH IDOT

WORK ELEMENT	PL/FTA SALARIES/ OVERHEAD	SMPF SALARIES/ OVERHEAD	PF/FTA EQUIPMENT/ EXPENSES	SMPF EQUIPMENT/ XPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$2,503	NA	\$0	NA	\$2,503
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$6,313	NA	\$0	NA	\$6,313
LONG-RANGE PLAN (LRP)	\$2,322	NA	\$0	NA	\$2,322
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$8,415	NA	\$0	NA	\$8,415
PUBLIC INVOLVEMENT (PI)	\$15,619	NA	\$0	NA	\$15,619
PLANNING SERVICES (PS)	\$22,959	NA	\$0	NA	\$22,959
GRAPHIC SUPPORT (GS)	\$9,342	NA	\$0	NA	\$9,342
SECRETARIAL SUPPORT (SS)	\$6,390	NA	\$0	NA	\$6,390
STATE METRO PLANNING FUNDS (SMPF)	NA	NA	NA	NA	NA
PROGRAM ADMINISTRATION (AD)	\$11,496	NA	\$0	NA	\$11,496
SUBTOTAL	\$85,360	NA	\$0	NA	\$85,360
INDIRECT COSTS (ID)	\$61,459	NA	\$0	NA	\$61,459
NON-PERSONNEL EXPENSES	\$0	NA	\$16,041	NA	\$16,041
TOTAL	\$146,819	NA	\$16,041	NA	\$162,860

FEDERAL FUNDING (SECTION 5303) ADMINISTERED THROUGH IDOT

WORK ELEMENT	PL/FTA SALARIES/ OVERHEAD	SMPF SALARIES/ OVERHEAD	PL/FTA EQUIPMENT/ EXPENSES	SMPF EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$533	NA	\$0	NA	\$533
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$1,343	NA	\$0	NA	\$1,343
LONG-RANGE PLAN (LRP)	\$494	NA	\$0	NA	\$494
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$1,791	NA	\$0	NA	\$1,791
PUBLIC INVOLVEMENT (PI)	\$3,323	NA	\$0	NA	\$3,323
PLANNING SERVICES (PS)	\$4,885	NA	\$0	NA	\$4,885
GRAPHIC SUPPORT (GS)	\$1,988	NA	\$0	NA	\$1,988
SECRETARIAL SUPPORT (SS)	\$1,360	NA	\$0	NA	\$1,360
STATE METRO PLANNING FUNDS (SMPF)	NA	NA	NA	NA	NA
PROGRAM ADMINISTRATION (AD)	\$2,446	NA	\$0	NA	\$2,446
SUBTOTAL	\$18,163	NA	\$0	NA	\$18,163
INDIRECT COSTS (ID)	\$13,077	NA	\$0	NA	\$13,077
NON-PERSONNEL EXPENSES	\$0	NA	\$3,413	NA	\$3,413
TOTAL	\$31,240	NA	\$3,413	NA	\$34,654

STATE METRO PLANNING FUNDING

WORK ELEMENT	PL/FTA SALARIES/ OVERHEAD	SMPF SALARIES/ OVERHEAD	PL/FTA EQUIPMENT/ EXPENSES	SMPF EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	NA	NA	NA	NA	NA
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	NA	NA	NA	NA	NA
LONG-RANGE PLAN (LRP)	NA	NA	NA	NA	NA
TRANSIT TECHNICAL ASSISTANCE (TTA)	NA	NA	NA	NA	NA
PUBLIC INVOLVEMENT (PI)	NA	NA	NA	NA	NA
PLANNING SERVICES (PS)	NA	NA	NA	NA	NA
GRAPHIC SUPPORT (GS)	NA	NA	NA	NA	NA
SECRETARIAL SUPPORT (SS)	NA	NA	NA	NA	NA
STATE METRO PLANNING FUNDS (SMPF)	NA	\$3,870	NA	\$0	\$3,870
PROGRAM ADMINISTRATION (AD)	NA	NA	NA	NA	NA
SUBTOTAL	NA	\$3,870	NA	\$0	\$3,870
INDIRECT COSTS (ID)	NA	\$2,787	NA	\$0	\$2,787
NON-PERSONNEL EXPENSES	NA	\$0	NA	\$71,043*	\$71,043
TOTAL	NA	\$6,657	NA	\$71,043*	\$77,700

* \$31,999 in FY 2011 funds, \$39,044 in FY 2012 funds.

LOCAL FUNDING TO MATCH FEDERAL FUNDING

WORK ELEMENT	PL/FTA SALARIES/ OVERHEAD	SMPF SALARIES/ OVERHEAD	PL/FTA EQUIPMENT/ EXPENSES	SMPF EQUIPMENT/ EXPENSES	TOTAL
UNIFIED WORK PROGRAM (UWP)	\$759	NA	\$0	NA	\$759
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	\$1,914	NA	\$0	NA	\$1,914
LONG-RANGE PLAN (LRP)	\$704	NA	\$0	NA	\$704
TRANSIT TECHNICAL ASSISTANCE (TTA)	\$2,552	NA	\$0	NA	\$2,552
PUBLIC INVOLVEMENT (PI)	\$4,735	NA	\$0	NA	\$4,735
PLANNING SERVICES (PS)	\$6,961	NA	\$0	NA	\$6,961
GRAPHIC SUPPORT (GS)	\$2,833	NA	\$0	NA	\$2,833
SECRETARIAL SUPPORT (SS)	\$1,937	NA	\$0	NA	\$1,937
STATE METRO PLANNING FUNDS (SMPF)	NA	NA	NA	NA	NA
PROGRAM ADMINISTRATION (AD)	\$3,486	NA	\$0	NA	\$3,486
SUBTOTAL	\$25,881	NA	\$0	NA	\$25,881
INDIRECT COSTS (ID)	\$18,634	NA	\$0	NA	\$18,634
NON-PERSONNEL EXPENSES	\$0	NA	\$4,864	NA	\$4,864
TOTAL	\$44,515	NA	\$4,864	NA	\$49,378