



Announcement of a **Meeting** for the  
***DATS Policy Committee***  
Danville Area Transportation Study

**DATE:** Thursday, June 13, 2019  
**TIME:** 10:30 AM  
**PLACE:** Robert E Jones Municipal Building (Danville City Hall)  
Mayor's Conference Room  
17 W Main Street  
Danville, IL 61832

**AGENDA**

- I. **Call to Order & Roll Call**
- II. **Approval of Agenda:** Policy Meeting of 06/13/2019
- III. **Approval of Minutes:** Policy Meeting of 04/11/2019
- IV. **Public Comment Period**
- V. **New Business**
  - Items of Information:**
    1. By-Laws Review/Danville voting seats
  - Discussion & Vote:**
    1. FY 2020 UPWP
    2. Proxy Letter policy
    3. TIP FY19 amendment DMT 19-01, DMT 20-01, DMT 21-01, DMT 22-01
    4. Election of Chair and Vice Chair of Policy Committee
- VI. **Old Business**
  - Agency Reports**
    1. City of Danville.
    2. Vermilion County
    3. Towns (Tilton, Georgetown, Westville, Catlin, Belgium)
    4. IDOT
    5. FHWA/FTA
- VII. **Adjournment**

*If you are unable to attend this meeting please contact:  
Tyson Terhune @ 431-2873.*





## ***DATS Policy Committee***

Danville City Hall, Mayor's Conference Room

**Minutes April 11, 2019**

### **Present:**

Chairman: Rickey Williams, Mayor-City of Danville.

**Proxy: David Schnelle**

Vice Chair: Larry Baughn, Chairman-Vermilion County Board

Arrived at 10:35

Scott Neihart: IDOT District 5 engineer

### **Absent:**

Village Representative

### **AGENDA**

- I. **Call to Order & Roll Call**  
Schnelle called the meeting to order at 10:30
- II. **Approval of Agenda: *Policy Meeting of 4/11/19***  
Motion: Neihart      Second: Greenwell      AL AYE
- III. **Approval of Minutes: *Policy Meeting 3/14/19***  
Motion: Greenwell      Second: Neihart      ALL AYE
- IV. **Public Comment Period**  
None
- V. **New Business**  
**Items of Information**  
  
**Discussion and vote**
  1. Place on review, draft 2020 UPWP  
Motion: Neihart      Second: Baughn      ALL AYE
  2. Approve additional \$330,000 in STU funds for Denmark Rd. Project and amend TIP DA-19-01  
Motion: Baughn      Second: Neihart      ALL AYE
- VI. **Old Business**  
**Agency Reports**
  1. City of Danville.
    - Jackson St. project underway and storm sewer work beginning
  2. Vermilion County
    - Working on solar farm ordinance
  3. Towns
    - No report
  4. IDOT
    - No report
  5. FHWA/FTA
    - No report
- VII. **Adjournment – 10:40 am**  
Motion: Baughn      Second: Neihart      ALL AYE







**BYLAWS OF THE**  
**DANVILLE AREA TRANSPORTATION STUDY-"DATS"**

**ARTICLE I - CREATION**

DATS was created by the Intergovernmental Cooperative Agreement Empowering the Danville Area Transportation Study, approved by the Governor of the State of Illinois on December 16, 2002 (Agreement).

**ARTICLE II - PURPOSE**

The purpose and objects of the DATS BYLAWS are:

- (a) to facilitate a structured working relationship between the participating member agencies of DATS; and
- (b) to provide a procedural framework to guide the work of the Policy, Technical, Advisory and all other Committees (Committee(s)) referenced in the Agreement.

**ARTICLE III - ORGANIZATION**

**A. General**

The composition of the Policy and Technical Committees, their purpose and the election of its officers are set forth in the Agreement. To the extent that any provisions in these Bylaws conflict with or are inconsistent with the Agreement, the provisions of the Agreement shall prevail.

**B. Chairperson**

The Chairperson shall be the principal executive officer of each Committee and shall, in general, and control all the business and affairs of the Committee. The Chairperson may appoint such special committees and define their duties and functions, as the Chairperson deems necessary and desirable.

**C. Vice-Chairperson**

In absence of the Chairperson, or in the event of his or her inability or refusal to act, the Vice-Chairperson shall perform the duties of the Chairperson, and when so acting shall have all the powers of and be subject to all the restrictions upon the Chairperson. The Vice-Chairperson shall also perform such other duties as from time to time may be assigned to him by the Chairperson.

#### **D. Election**

Every odd numbered year, in the month of April the Chairperson shall ask for volunteers for the Nominating Committee. In the June meeting, a slate of officers shall be presented by the Nominating Committee. The Chairperson shall ask three times for other nominations from the members. Once all nominees are determined, the members present shall vote to approve the slate of officers.

### **ARTICLE IV - PROCEDURE**

#### **A. Meetings**

During the July meeting the Policy and Technical Committees will adopt a schedule of regular meetings for the next fiscal year.

#### **B. Special Meetings**

Special meetings may be called by the Chairperson or the Lead Agency at such times and locations as deemed necessary.

#### **C. Notice**

(1) The Lead Agency-Study Director shall insure proper public notice of Committee or special committee meetings as required by law.

(2) Agendas of all meetings shall be mailed to all Committee members no less than five days in advance of a meeting.

#### **D. Order of Business**

The order of business to be transacted at any meeting shall be determined by the Chairperson in advance of the meeting. A majority of the Committee members present may agree with a voice vote to allow an agenda to be presented at the meeting and may amend any agenda being considered at said meeting. Once an agenda is approved, no other business shall be submitted at a regular meeting for action without the consent of two thirds (2/3) of the members present.

#### **E. Rules of Order**

All proceedings shall be governed by the most recent edition of Roberts Rules of Order unless otherwise herein provided.

#### **F. Interest of members**

(1) Voting. No member of the Committee who himself or whose private for-profit partnership or business has any monetary interest in any project or issue before the Committee shall in any way act or vote upon such issue.

(2) Record. The Recording Secretary provided by the Lead Agency shall show in the minutes and records of the Committee the fact of the non-participation in the issue by such member and the reason for the non-participation.

(3) Duty to Disclose. Each member of the Committee shall immediately disclose to the Chairperson any such interest for inclusion on the agenda for priority consideration prior to any act or vote on the issue.

(4) Avoid Appearance of Impropriety. Each member shall avoid acting or voting on any issue which, though not strictly prohibited, gives the appearance of impropriety or would tend to bring the Committee into disrepute.

(5) If a Technical Committee member anticipates being absent from a committee meeting, the individual will contact the Study Director. If the member is absent three (3) times within a twelve (12) month period, the member will be deemed to have resigned and the position declared vacant. If a member is represented at a meeting by proxy, the member is then considered present.

(6) Proxy voting and representation is permitted on the Technical Committee, to the extent needed. Written authorization is required. Absentee voting is not provided for and no single person may represent or vote for more than one member agency at given meeting.

#### **G. Amendments to Bylaws**

These Bylaws may be amended, altered or repealed and new Bylaws may be adopted in the following manner:

(1) Proposal by Members. A proposal that the Bylaws be altered may be made by a member of either Committee by filing with the Study Director a written statement setting forth the proposal(s) signed by the proposer(s), together with a request that the proposal be submitted at the next regular meeting or that a special meeting be called to consider such proposal.

(2) Notice. When a proposal has been made to alter the Bylaws, the agenda of a meeting at which it is intended to alter the Bylaws shall contain a statement of the proposed Bylaw change.

(3) Approval. No alteration to the Bylaws shall be considered approved until approved by two thirds (2/3) of the members of the Policy Committee.

### **ARTICLE V**

#### **A. Effective Date of Bylaws**

These Bylaws shall take effect on the date of their adoption by the Policy Committee.

**B. Adoption**

These Bylaws were adopted at the regular meeting of the Policy Committee on February 27, 2003. Amended on June 3, 2004. Amended on June 15, 2006.



ORDINANCE No. 8909

**AN ORDINANCE ADOPTING AN INTERGOVERNMENTAL  
COOPERATIVE AGREEMENT ESTABLISHING AND  
EMPOWERING THE DANVILLE AREA TRANSPORTATION  
STUDY**

**BE IT ORDAINED THAT:**

**SECTION 1.** Mayor Scott Eisenhauer be, and is hereby authorized to execute on behalf of the City Council, City of Danville, Illinois the "Cooperative Agreement", attached hereto and made part hereof, between member agencies of the Danville Area Transportation Study, said Agreement being between the Village of Belgium, the Village of Catlin, the City of Danville, the City of Georgetown, the Village of Tilton, the Village of Westville, the County of Vermilion and the Illinois Department of Transportation, all in connection with the Danville Urbanized Area of 2013.

**ADOPTED this 19th day of November, 2013, by 13 Ayes, 0 Nays, and 1 Absent.**

**APPROVED:**

By: Scott Eisenhauer  
Mayor

**ATTEST:**

By: Lisa K. Monson  
City Clerk

POSTED  
NOV 21 2013

**Intergovernmental Cooperative Agreement Empowering the Danville  
Area Transportation Study (DATS)  
2013**

This Cooperative Agreement is made and entered into by the following jurisdictions within the State of Illinois: the City of Danville, the Village of Tilton, the Village of Belgium, the Village of Catlin, City of Georgetown, the Village of Westville, the Vermilion County Board, and the State of Illinois acting by and through the Illinois Department of Transportation. This Agreement seeks to establish a cooperative intergovernmental framework for the purpose of continuing cooperative and comprehensive transportation planning in and around the Danville Urbanized Area.

**WITNESSETH THAT:**

**WHEREAS,** As a result of the 2000 Federal Census, the City of Danville combined with certain surrounding incorporated and unincorporated areas, have exceeded a population of 50,000 and met density criteria, thus receiving designation as an Urbanized Area;

**WHEREAS,** 23 U.S.C. 134, and 49 U.S.C. 16024 of the Moving Ahead for Progress in the 21st Century Act ("MAP-21") requires that each urbanized area with a population of 50,000 or more as a condition to the receipt of federal transportation assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS,** the undersigned agencies desire to create the Danville Area Transportation Study (DATS) as the transportation planning body serving as the forum for cooperative transportation decision-making for the Danville urbanized area to fulfill requirements of Title 23 U.S.C., Section 134 and Title 49 U.S.C., Section 5303.

**NOW, THEREFORE, IT IS AGREED BY AND AMONG THE PARTIES HEREIN THAT:**

**THEREFORE,** the signatories to this agreement recommend to the Governor of Illinois that the Policy Committee of the Danville Area Transportation Study be the Metropolitan Planning Organization for the area.

**Article 1. Name**

Upon execution of this cooperative agreement, hereafter referred to as the Agreement or the DATS Agreement, by the legislative authorities of all the participating local entities, including the City of Danville, the Village of Tilton, the Village of Belgium, the Village of Catlin, City of Georgetown, the Village of Westville, the Vermilion County, and the



State of Illinois acting by the Illinois Department of Transportation, a joint transportation planning organization called the Danville Area Transportation Study, hereafter referred to by said name or by the acronym "DATS" is hereby established with the purposes, powers and structure set forth below.

## **Article 2. Purpose, Duties, and Responsibilities of DATS**

DATS is created to perform and carry out a continuing, cooperative and comprehensive transportation planning process for the Danville Urbanized Area in accordance with applicable Federal laws, policies and procedures, and with the cooperation and assistance of its members and the U.S. Department of Transportation. Unless otherwise specified by the subsequent amendments to Title 23 U.S.C. Section 134 and Title 49 U.S.C. Section 5303, the duties of DATS shall include:

1. Providing a forum for cooperative transportation planning and decision-making, and establishing a public involvement process that ensures opportunities for early and continuing involvement of local governmental units, transit operators, and the general public in the review and evaluation of all transportation plans and programs;
2. Formulating, approving, and periodically updating a multi-modal transportation plan for the metropolitan area which shall conform to all applicable federal requirements and schedules to make more efficient use of existing and proposed transportation systems;
3. Formulating and annually approving the Transportation Improvement Program (TIP) for the metropolitan planning area, which shall cover a period of not less than four (4) years consistent with the transportation plan;
4. Complying with all applicable federal, state, and local laws, policies, and federal requirements regarding transportation planning and programming;
5. Formulating and annually approving a transportation planning work program which shall identify all transportation-related planning activities funded with state and federal financial aids and technical assistance, including transit planning and programming, in accordance with the provisions of this Agreement;
6. Other planning and project development activities necessary to address transportation issues in the metropolitan planning area.

## **Article 3. Organization, General Powers and Duties**

1. DATS shall include a Policy Committee, a Technical Committee, an Advisory Committee, and other standing or temporary/special purpose committees as needed to carry out the duties and functions of DATS;

2. DATS planning shall be guided by the Policy Committee, which shall have final authority over all matters within the jurisdiction of DATS;
3. The Technical Committee shall be established for the purpose of providing technical advice and recommendation to the Policy Committee, and conducting or overseeing the technical planning functions and duties of DATS;
4. The Advisory Committee, comprised of non-voting members from Federal and State Transportation agencies and other interest groups as deemed necessary, shall be established for the purpose of providing technical assistance to the Technical and Policy Committee on all transportation and related issues;
5. For administrative purposes, a local Lead Agency shall be designated. Unless otherwise changed by the Policy Committee, the Lead Agency for DATS shall be the City of Danville through its Department of Engineering and Urban Services.
6. The State of Illinois, Department of Transportation and the Vermilion County Highway Engineer's Office shall assist the Lead Agency in securing data and source materials for the effective accomplishment of the transportation planning process.

#### **Article 4. Policy Committee Membership**

The Policy Committee Membership shall be representative of the general-purpose units of government in the Planning Area and particularly those in the Urbanized Area. The Policy Committee shall consist of the following persons or their duly authorized representatives:

1. City of Danville (Mayor);
2. County of Vermilion (County Board Chairman);
3. State of Illinois (District 5, Regional Representative);
4. Townships (Danville, Blount, Newell, Georgetown, Catlin will be represented by a single representative within the Urbanized Area);
5. Villages under 5,000 in population (Tilton, Catlin, Belgium, and Westville) or Cities (Georgetown) will be represented by a single Village President or Mayor elected by the Municipalities under 5,000 in population within the Urbanized Area.



#### **Article 5. Technical Committee Membership**

Unless otherwise expanded or modified by further action of the Policy Committee, the Technical Committee shall consist of duly authorized representatives from the following transportation planning or implementing agencies with responsibility in the urban area;

1. IDOT District 5 – 1 voting member;
2. Vermilion County – 2 voting members;
3. City of Danville – 2 voting members;
4. CRIS Rural Transit District – 1 voting member;
5. Vermilion Regional Airport – 1 voting member;
6. Villages under 5,000 in population (Tilton, Catlin, Belgium, Westville) or Cities (Georgetown) will be represented by a single Village President or Mayor elected by the Municipalities under 5,000 in population within the Urbanized Area. – 1 voting members;
7. Townships (Danville, Blount, Newell, Georgetown, Catlin) – 1 voting members.

#### **Article 6. Advisory Committee Membership**

1. Illinois Department of Transportation, District 5 Local Roads;
2. Illinois Department of Transportation, Office of Planning & Programming
3. Federal Highway Administration;
4. Federal Transit Administration;
5. Vermilion Advantage;
6. Danville Sanitary District;
7. Westville Sanitary District;
8. Ameren Illinois;
9. AT&T;
10. Aqua Illinois Water Company.

#### **Article 7. Powers and Duties of the Policy Committee**

The DATS Policy Committee and the Illinois Department of Transportation (IDOT) shall jointly share the responsibility for developing and maintaining the transportation plans and programs as required by State and Federal law:

1. The DATS Policy Committee and the Illinois Department of Transportation (IDOT) shall jointly share the responsibility for developing and maintaining the transportation plans and programs as required by state and federal law. To the extent possible and depending upon state and federal appropriations, IDOT shall make funding available to DATS for the purpose of carrying out these responsibilities;
2. The Policy Committee shall have the power to establish and appoint members to the Technical Committee or other temporary or special purpose committees

as needed to carry out the duties of DATS. Membership on these committees may consist of individuals or representatives of organizations not otherwise represented on the Technical or Policy Committees. The business of said temporary or special purpose committee shall be conducted in a manner similar to that outlined for the Technical Committee and as further directed by the Policy Committee;

3. The Policy Committee shall elect a Chairman and Vice-Chairman from its membership, said election to occur every odd numbered year in June. The Chairman of the Policy Committee shall not be the Regional Engineer of the Illinois Department of Transportation;
4. The Policy Committee shall have the authority to enact by-laws governing or directing the activities and procedures of DATS and expanding the terms of this Agreement, provided such by-laws do not conflict with the terms of this Agreement;
5. Subject to approval by the Policy Committee, DATS through the Lead Agency shall enter into contracts and agreements with units of Federal, State, and local government, private corporations, not-for-profit organizations, partners and individuals for purposes within the authority of DATS;
6. Subject to approval of the Policy Committee, DATS through the Lead Agency shall receive grants, loans, gifts, bequests and funding from Federal, State, and local units of government, and from public and private sources. All said funding shall be coordinated annually through the Unified Planning Work Program;
7. The Policy Committee shall endorse and maintain the transportation plan, and shall annually review and endorse the Transportation Improvement Program (TIP);
8. The Policy Committee shall direct and oversee the planning process to ensure the following in accordance with applicable Federal laws: involvement of appropriate public and private transportation providers; non-discrimination on the basis of age, race, income, color or national origin; appropriate involvement of minority business enterprises, women owned enterprises, handicapped owned business enterprises; maintain adequate plans and provision for the transportation-handicapped.

#### **Article 8. Powers and Duties of the Technical Committee**

1. The Technical Committee shall elect a Chairman and a Vice-Chairman from its membership, said election to occur odd numbered year in June. The Chairman of the Technical Committee shall not be a representative of the Illinois Department of Transportation;



2. The Technical Committee shall provide technical advice and recommendations to the Policy Committee on all matters pertaining to the technical planning functions of DATS and on other related matters referred to them by the Policy Committee;
3. The Technical Committee shall establish and appoint members to other temporary or special purpose committees as needed to assist the Technical Committee in carrying out its duties. Membership on these committees may consist of individuals or representatives from organizations not otherwise represented on the Technical or Policy Committees. The Policy and/or Technical Committee shall direct temporary or special purpose committees, with business to be conducted in a manner similar to that outlined for the Technical Committee.

#### **Article 9. Powers and Duties of the Advisory Committee**

1. Advisory Committee members shall be non-voting members;
2. The Advisory Committee shall provide technical assistance to the Policy and Technical Committees on transportation and related issues as requested by the Policy or Technical Committees.

#### **Article 10. Powers and Duties of the Lead Agency.**

1. The Lead Agency shall supervise and coordinate the activities and act as the administrative agent for DATS. The Study Director shall supervise and coordinate the activities of DATS and act on behalf of the Lead Agency, as the administrative and financial agent for DATS;
2. The Lead Agency shall designate a Study Director that is qualified to facilitate the necessary highway and mass transit planning.
3. The Study Director working through the Lead Agency shall be responsible for the following general tasks:
  - Administrative and adjutant services of DATS, including record keeping, correspondence, local funding disbursement and management, document maintenance, general information dissemination to the public, and other supportive services to and directed by the DATS Committees;
  - Schedule meetings, prepare agendas, issue notices, prepare minutes and generally ensure that all meetings are conducted in accordance with the Illinois Open Meetings act;

- Obtain preliminary assurance, as needed, of matching funds sufficient to obtain available State and Federal subsidies available for transportation planning purposes (with actual match to be provided by agencies or entities using said funds);
  - After approval by the Policy Committee, enter contracts, as needed, with the State of Illinois Department of Transportation to obtain and utilize funding available for transportation planning purposes; and
4. Other member agencies may provide assistance to the Lead Agency as needed.

#### **Article 11. Meetings, Voting, and Miscellaneous**

1. The Policy Committee shall meet as needed, typically one week after the Technical Committee meetings. In regard to Policy Committee meetings, the Policy Committee Chairman or, in the absence of the Chairman, the Vice Chairman shall have the authority to cancel or reschedule meetings, to call special or emergency meeting, to continue meetings, or to change the schedule of regular meetings, as needed to conduct the business of DATS;
2. The Technical Committee shall meet as needed throughout the calendar year. In regard to Technical Committee meetings, the Chairman of the Technical Committee shall have the authority to cancel or reschedule meetings, to call special or emergency meeting, as needed to conduct the business of DATS;
3. A quorum of the Policy or Technical Committees and/or any other temporary or special purpose committee established under the powers established herein shall consist of a simple majority of the respective committee's members;
4. Policy Committee actions on issues which determine the use or allocation of Federal funds shall require a majority vote of not less than the total number of Policy Committee members minus one (1). Unless otherwise more strictly specified in other parts of this Agreement, all other activities of the Policy Committee and all activities of the other committees shall be decided by a simple majority vote of the members present for the meeting;
5. Minutes shall be kept of all Policy and Technical Committee meetings. Audio recordings shall be kept of all Policy and Technical Committee meetings;
6. All meetings shall be open to the public, held in places accessible to the handicapped and conducted in accordance with the Illinois Open Meetings Act;
7. Voting and representation through another person authorized to act for a member (Proxy) is permitted on the Policy Committee. Authorization must be



in the form of a written statement from the official member granting proxy. Absentee voting is not allowed;

8. Proxy voting and representation is permitted on the Technical Committee, to the extent needed. Written authorization is required. Absentee voting is not provided for and no single person may represent or vote for more than one member agency at any given meeting;
9. The business of the Policy and Technical Committee meetings shall be conducted in accordance with the following and in the same order of priority to avoid conflict: (1) the terms of this Agreement, (2) applicable by-laws of the Committee or DATS, if any, and (3) Roberts Rules of Order;
10. Policy Committee actions approving the Long Range Transportation Plan, Transportation Improvement Program, and other substantive plans shall be made in the form of written resolutions through formal motions at the meetings. Policy Committee actions or directions to the Technical Committee or Lead Agency staff may be made in the form of motions. All official actions and the votes thereon shall be recorded in the minutes. Most Technical Committee actions will be in the form of motions, which make recommendations or deliver information to the Policy Committee;
11. It is understood that agencies eligible for membership in DATS can choose not to participate. Their non-participation will not prevent their use of Federal funds, but it will prevent their direct participation in the planning and priority-setting process of DATS. It is further understood that each agency initiate its own projects, whether or not it chooses to participate in the transportation planning process outlined in this Cooperative Agreement;
12. DATS cooperatively determines the priorities of all Federally-funded transportation projects within the urbanized area, to assure area-wide coordination of transportation planning; and
13. It shall be the responsibility of each entity to provide projects to the DATS Director for formulating or amending the TIP and UPWP.

#### **Article 12. New Membership Criteria and Terms - Policy Committee**

New members may be added to the Policy Committee by simple amendment to this Agreement whereby the amendment is unanimously agreed to by the Policy Committee. However, it is agreed that all the following criteria be met when considering new Policy Committee membership:

1. The new entity shall be an incorporated village, city, or other governmental body, whole or partially within the Danville Urbanized Area;

2. The existing members and the petitioning entity must reach mutual agreement regarding voting powers and any other factors considered relevant. Decisions on issues involving the use of Federal funds should continue to require a majority approval of no less than the total Policy Committee membership, minus one (1);
3. The entity desiring membership must make a formal written request to the Policy Committee for consideration of membership.

#### **Article 13. New Membership Criteria and Terms - Technical Committee**

Technical Committee membership may occasionally need to be changed or added to in response to changes in local government structure or changes in transportation planning emphasis. The Policy Committee by unanimous agreement of its members shall have the authority, without qualification to change or add Technical Committee members. The Policy Committee may also appoint new Technical Committee members by simple majority vote if the entity meets all of the following criteria:

1. The entity provides transportation services or has comprehensive land use and/or transportation planning responsibility, totally or partially, within the Danville Urbanized Area;
2. The entity is eligible to receive, directly or indirectly, funds from the U.S. Department of Transportation and/or the U.S. Environmental Protection Agency;
3. The entity is able to contract with other entities, either as an autonomous entity itself or as an empowered department or agency of an autonomous entity;
4. The entity is: (a) a special purpose unit of government; or (b) a city, village, or township that provides transportation services or facilities as part or all of its functions; or (c) a not-for-profit corporation whose chartered function under the laws of the State is to provide transportation; or (d) a member agency of the DATS Technical Committee.

#### **Article 14. Required Matching Funds**

The Federal Highway and Federal Transit Planning Programs (hereinafter referred to as "Program") require 20% of the Program to be funded with non-federal funds. It is understood that matching funds adopt all of the qualities of Program funds. The entity providing the required match relinquishes all rights to the match funding. Program and matching funds become the operating budget solely for DATS. An exception to this rule is any funding provided by the State of Illinois.

#### **Article 15. Equal Opportunity Assurance**



The participants of this Agreement hereby certify that as a condition of receiving Federal assistance to conduct transportation-planning activities, the participants will ensure:

1. That the intent of Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) which states, "No person in the United States shall, on the ground 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," is met;
2. DATS will compile, maintain, and submit in a timely manner Title VI information required by DPTS Circular 1160.1A and in compliance with the U.S. Department of Transportation's Title VI regulation, 49 CFR Part 21.9;
3. DATS will make it known to the public that the person or persons alleging discrimination on the basis of age, race, income, color, or national origin, as it relates to the provision of transportation services and transit-related benefits, may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

#### **Article 16. Severability**

If any one or more of the provisions of this Agreement, or subsequent by-laws which may be added to direct or govern the activities of DATS, or subsequent application thereof are declared unconstitutional or contrary to law by a court of competent jurisdiction, such ruling shall not affect any other Provision of this Agreement not specifically included in such rulings or which can be given effect without the unconstitutional or invalid provision or application; and to this end, the provisions of this Agreement are declared severable.

#### **Article 17. Execution, Amendment and Termination**

1. The Mayors, Village Presidents, Chairman of Vermilion County Board and the Department of Transportation shall execute this Agreement by signing in the appropriate space below, when so empowered to do so by formal action of the appropriate member organization.
2. Except for changes to the membership of the Policy, Technical or Advisory Committees made by the Policy Committee, amendment to this Agreement shall be made in the same manner by signing the agreement when so empowered to do so.
3. Additional parties of this Agreement may participate through adoption of an authorizing resolution or ordinance similar to those adopted by the original members; each current party to the agreement must authorize participation of additional members through adoption of a resolution.

4. This Agreement shall become effective upon being fully executed by all parties to the agreement and shall supercede agreements for cooperative Transportation Planning in the Danville Urbanized Area.
5. This Agreement shall remain in force continuously and shall be automatically renewed on each succeeding June 30<sup>th</sup> following execution unless a signatory member presents written notice of intention to terminate its' participation in this Agreement at least ninety (90) days prior to the annual automatic renewal date. Such termination shall not affect the rights and duties of the remaining members or affect the continuing validity of this Agreement as to such remaining members.



FINAL DOCUMENT

Approval of this Agreement by the State shall become effective upon execution by all parties and shall supercede all previous agreements in the continuing, cooperative, and comprehensive transportation planning process for the Danville Urbanized Area.

Scott Eisenhower  
Mayor, Scott Eisenhower Ordinance No. 8909  
City of Danville

20 dec 13  
Date

Gary Weinard  
Chairman, Gary Weinard  
County of Vermilion

11-12-13  
Date

David Philips  
Mayor, David Philips  
Village of Tilton

12-17-2013  
Date

Mitchell Valangeon  
Mayor, Mitchell Valangeon  
Village of Belgium

12-26-13  
Date

James Robinson  
Mayor, James Robinson  
Village of Catlin

11-27-13  
Date

Kay Sanders  
Mayor, Kay Sanders  
City of Georgetown

12-6-13  
Date

Michael Weese  
Mayor, Michael Weese  
Village of Westville

11-21-13  
Date

Charles J. Ingersoll  
Charles Ingersoll  
Illinois Department of Transportation

1-22-14  
Date



# **Danville Area Transportation Study**

## **Metropolitan Planning Organization**

**Fiscal Year 2020**  
**Unified Planning Work Program (UPWP)**  
**July 1, 2019 through June 30, 2020**



Danville Area Transportation Study  
1155 E. Voorhees Street, Suite A  
Danville, Illinois 61832  
Phone: (217)431-2321 Fax: (217) 431-3444  
[www.dats-il.com](http://www.dats-il.com)

# **UNIFIED PLANNING WORK PROGRAM (UPWP)**

OF THE  
DANVILLE AREA  
TRANSPORTATION STUDY  
(DATS)

FOR  
Fiscal Year 2020

PREPARED FOR: Danville Area Transportation Study (DATS)

IN COOPERATION WITH: Illinois Department of Transportation  
Federal Highway Administration  
Federal Transit Administration

PREPARED BY: R. David Schnelle, MPO Director  
Tyson Terhune, MPO Planner  
Danville Area Transportation Study

CONTACT INFORMATION: R. David Schnelle, MPO Director  
Danville Area Transportation Study  
1155 E. Voorhees Street, Suite A  
Danville, Illinois 61832  
Phone: (217) 431- 2384  
Email: [dschnelle@cityofdanville.org](mailto:dschnelle@cityofdanville.org)

# Table of Contents

**Glossary.....pg. 04**

**I. Introduction.....pg. 06**

**a. MPO Overview**

**i. DATS Urbanized Area**

**ii. DATS Planning Area**

**iii. DATS Organizational Structure**

**iv. DATS Staff Structure**

**v. DATS Funding**

**II. Issues and Requirements.....pg. 09**

**a. UPWP Overview**

**b. Planning Factors & Federal Initiatives**

**c. Public Participation**

**d. Funding Sources**

**III. Work Program Tasks.....pg.12**

**a. Task 1.0 Program Administration and Management**

**b. Task 2.0- Long Range Planning**

**c. Task 3.0- Transportation Improvement Plan**

**d. Task 4.0- Multi-Modal Planning**

**e. Task 5.0- Land Use Integration**

**f. Task 6.0- Data Collection and Analysis**

**g. Task 7.0- Public Participation**

**h. Task 8.0- Special Studies**

**IV. Funding Tables.....pg. 19**

**Appendix A. MPO Planning Area**

**Appendix B. Proof of Publications**

## ***Glossary***

<b>ADA</b>	Americans with Disabilities Act. This federal legislation mandated significant changes in transportation, building codes and hiring policies to prevent discrimination against people with disabilities.
<b>Capacity</b>	The number of people or amount of goods that can be served by a transportation facility or program. It is most often used to describe the number of vehicles served by a roadway.
<b>DATS</b>	Danville Area Transportation Study
<b>DMT</b>	Danville Mass Transit
<b>FAST Act</b>	Fixing America's Surface Transportation Act. Federal Legislation that provides funding certainty for surface transportation infrastructure planning and investment.
<b>FHWA</b>	Federal Highway Administration
<b>FTA</b>	Federal Transit Administration
<b>IDOT</b>	Illinois Department of Transportation
<b>ITS</b>	Intelligent Transportation Systems. A wide range of advanced technology that improve the safety and efficiency of existing transportation facilities or services. Common examples of ITS include central dispatch of road emergency assistance or freeway traffic maps shown on television or the Internet to warn motorists of crashes.
<b>Intermodal</b>	Multiple modes of transportation working together in an efficient, integrated system.
<b>LOS</b>	Level of Service. Quantitative measure of congestion.
<b>LRTP</b>	Long Range Transportation Plan
<b>MPO</b>	Metropolitan Planning Organization. Agency designated by the governor to administer the federally required transportation



planning in a metropolitan area. A MPO must be in place in every urbanized area with a population over 50,000. The function of the MPO is to provide “A continuing, coordinated, and comprehensive transportation planning process in urbanized areas.”

**STBG** Surface Transportation Block Grant Program. The primary federal funding program resulting from the Fixing America’s Surface Transportation Act (FAST Act).

**TIP** Transportation Improvement Program. Federally required document produced by the MPO that identifies all federally funded projects for the current four-year period. The TIP is developed every year. In order for any federally or state-funded project to proceed, it must be included in the TIP and the Statewide Transportation Improvement Program.

MAP-21 creates a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bike, and pedestrian programs and policies established in 1991.

**UPWP** Unified Planning Work Program. A federally required annual report describing the agency’s transportation work program and budget, detailing the various state and federal funding sources that will be used. It represents the state fiscal year and is developed in the first quarter of the calendar year for the ensuing fiscal year.

**VMT** Vehicle Miles Traveled. Refers to the number of miles traveled on roadways by a vehicle for a specific time period.

# I. INTRODUCTION

## **MPO Overview**

Established through federal legislation, Metropolitan Planning Organizations (MPOs) exist throughout the United States in all urbanized areas of more than 50,000 people and have the authority to prioritize, plan, and program transportation projects in the urbanized area (UA) for federal funding.

The Danville Area Transportation Study (DATS) MPO is the federally-designated transportation planning agency for parts of Vermilion County. Serving as a regional partnership among the Federal Highway Administration (FHWA), U.S. Department of Transportation (USDOT), Illinois Department of Transportation (IDOT), Federal Transit Administration, local elected leadership, local planning and public works directors, the business community, and citizens across the planning area, the MPO leads in the development of the region's Long Range Transportation Plan and short-range Transportation Improvement Program.

Members of the DATS include the municipalities of Georgetown, Westville, Belgium, Catlin, Tilton, and Danville, the townships of Danville, Catlin, Newell, and Georgetown, Vermilion County, and the Illinois Department of Transportation.

The MPO is responsible for the following aspects of the transportation process:

- 1) To design and set goals and objectives of the planning process and the Long Range Transportation Plan;
- 2) To establish performance measures for the Urbanized Area;
- 3) To review and advise on proposed changes in transportation planning concepts;
- 4) To serve as a representative between governmental units in the Urbanized Area; and
- 5) To obtain optimum cooperation of all governmental units in providing information and in implementing various elements of the transportation plan.

MPO planning activities are funded by grants from the Federal Highway Administration (FHWA), the Illinois Department of Transportation, and by local governments through regional match requirements. In general, 80 percent of MPO expenses are covered by federal grants. The MPO's Unified Planning Work Program (UPWP) is adopted annually in cooperation with our public transit agency- Danville Mass Transit (DMT), local governments, the Illinois Department of Transportation, and the Federal Highway Administration, and serves as the organization's annual budget and work program. The efforts of the MPO ensure that local and regional agencies maintain eligibility for federal transportation funding.



## Planning Area

The Danville Area Transportation Study is one of fourteen MPOs in the state of Illinois that serve as the lead transportation planning and programming agencies for metropolitan areas. The MPOs Urbanized Area serves approximately 30.5 square miles and contains a population of 50,551 throughout Vermilion County. A map of the MPO planning area is provided in Appendix A.

Municipalities within the Urbanized Area include Georgetown, Westville, Belgium, Tilton, Catlin, and Danville. The population shown is provided by the 2012 American Community Survey.

*Figure 1.1 Population Distributions*

<b>Municipality</b>	<b>Population</b>
Belgium	404
Catlin	2,040
Danville	33,027
Georgetown	3,474
Tilton	2,724
Westville	3,202
Unincorporated	5,680
<b>Total</b>	<b>50,551</b>

## DATS Organizational Structure

DATS operates under the principal direction of two committees- the Policy Committee and the Technical Committee. In its organizational structure, the Technical Committee acts as a working body under the direction of the Policy Committee. DATS maintains an Advisory Committee with representatives of agencies that are affected by the transportation decision-making process.

### **DATS Policy Committee**

The DATS Policy Committee consists of local elected and appointed officials of those agencies that have a primary interest in transportation. Each member is expected to reflect the official position of his or her constituent agency and/or the public interests they represent. The members include:

- 1. Vermilion County Board Chairman**
- 2. Mayor, City of Danville**
- 3. Mayor, of Villages at large**
- 4. Illinois Department of Transportation- District #5 Representative**
- 5. Township Supervisor**

The Policy committee assumes the decision-making authority for DATS and establishes policies that guide and form the transportation planning process. The committee has a variety of responsibilities, which range from approving the annual TIP to establishing the boundary of the study area.

### **DATS Technical Committee**

The DATS Technical Committee consists of staff from DATS participating agencies. Technical members perform analyses and make recommendations concerning transportation issues to the Policy Committee for their approval. The actual technical work is performed by DATS staff and the DATS Technical Committee member organizations.

DATS Technical Committee membership is composed of representatives of the following agencies:

- 1. Vermilion County (2 Voting Members)**
- 2. City of Danville (2 Voting Members, with priority given to Danville Mass Transit)**
- 3. Villages (1 Voting Member)**
- 4. Townships (1 Voting Member)**
- 5. CRIS Rural Transit District (1 Voting Member)**
- 6. Vermilion County Regional Airport (1 Voting Member)**
- 7. Illinois Department of Transportation, District 5 (1 Voting Member)**

## **DATS Staff Structure**

The professional time and services for transportation planning in this cooperative effort is provided through a composite approach. It consists of DATS staff housed in the Community Development Department at the City of Danville, as well as additional assistance from IDOT. The day-to-day operations of the agency are performed by DATS staff, with technical expertise in transportation planning, geographic information systems, and other related areas.

DATS staff collects, analyzes and evaluates various groups of data to determine the transportation system requirements of the urbanized area in conjunction with member agencies. The data collected by staff throughout the Metropolitan Planning Area is information necessary to operate the DATS office. Staff also prepares materials for use at Technical and Policy Committee meetings. The professional staff members participate in all DATS meetings and provide expertise as needed. In addition, they represent the agency at other meetings of regional importance.

## **DATS Funding**

DATS is funded by 80% federal transportation planning funds from FHWA and FTA through *Fixing America's Surface Transportation Act* or the "FAST Act". The funds require a local match of 20%, which is supplied by the State Metro Planning Funds and the City of Danville staff efforts. To ensure that all funds are well managed and that the planning activities are completed in accordance with Federal and State guidelines, IDOT has entered into an agreement with the MPO and the agencies represented by the MPO to help coordinate the planning process.

# **II. ISSUES AND REQUIREMENTS**

## **UPWP Overview**

The purpose of the Unified Planning Work Program (UPWP) is to provide the Danville Urbanized Area with a work allocation plan that promotes a transportation planning process that is cooperative, comprehensive and continuing as required under the Federal Aid Highway Act of 1962. Development of the work program is the joint responsibility of the Metropolitan Planning Organization (MPO), the Illinois Department of Transportation (IDOT), and other agencies authorized to carry out transportation planning and implementation activities.

This UPWP for the Danville Area Transportation Study documents the transportation planning activities and related tasks to be accomplished during federal fiscal year (FY) 2020. The goal of the MPO is to ensure a continuing, cooperative, and comprehensive



("3-C") approach for transportation planning for the metropolitan area, both short and long-range, with proper coordination among:

- City and county governments, transit operators, and regional agencies;
- State agencies including the Illinois Department of Transportation; and
- Federal agencies including the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the United States Department of Transportation (U.S. DOT), the U.S. Department of Housing and Urban Development, and the U.S. Environmental Protection Agency.

## **Planning Factors & Federal Initiatives**

*Fixing America's Surface Transportation Act (FAST Act)*, the federal transportation legislation passed by U.S. Congress and signed by the President in 2015, defines specific planning factors to be considered when developing transportation plans and programs in a metropolitan area. Current legislation calls for MPOs to conduct planning that:

- Supports the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increases the safety of the transportation system for motorized and non-motorized users
- Increases the security of the transportation system for motorized and non-motorized users
- Increases the accessibility and mobility options available to people and for freight
- Protects and enhances the environment, promotes energy conservation, and improves quality of life, promotes consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhances the integration and connectivity of the transportation system, across and between modes, people and freight.
- Promotes efficient system management and operation
- Emphasizes the preservation of the existing transportation system

In addition to the planning factors required by the FAST Act, the MPO considered other federal initiatives relevant to the metropolitan planning process in the development of this UPWP.

## Public Participation

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including a Long-Range Transportation Plan that includes at least a 20-year horizon, a short-term Transportation Improvement Program, and an annual Unified Planning Work Program. The Danville Area Transportation Study's Public Participation Plan (P<sup>3</sup>) requires that members of the public are given at least thirty (30) days to review and comment on the draft work program prior to adoption. Following that review period, public hearings will be held prior to the adoption of the work program. The MPO will use local newspapers to notify the public of the seven day review period as well as dates, times, and locations of the public hearings. Copies of the draft UPWP will be posted at the MPO's website at [www.dats-il.com](http://www.dats-il.com) and in public libraries across the county.

More information on the public involvement process is provided by the MPO's P<sup>3</sup> available on the MPO's website at [www.dats-il.com/tip--lrtp--upwp.html](http://www.dats-il.com/tip--lrtp--upwp.html) and at the MPO's Office. The P<sup>3</sup> serves to inform local residents, businesses, and officials of the MPO's regional planning efforts and obtain meaningful input into the transportation planning process.

## Funding Sources for Planning Activities

The UPWP primarily describes planning activities to be undertaken in the metropolitan planning region utilizing federal funding including FHWA Section 112 (PL), FHWA Statewide Planning and Research (SPR), and FTA Section 5303 grants. All work, including MPO staff time and consultant studies, listed in the UPWP are funded by one or more of the following funding sources.

### ***FHWA Section 112 grant funds (also known as "PL" funds)***

Federal planning funds can be used for up to 80 percent of a project, with a required 20 percent match typically provided by local governments.

### ***FTA Section 5303 grant funds***

Section 5303 funds are federal funds designated for transit planning and research activities. Up to 80 percent federal funds can be used for a project. The remaining 20 percent match is typically divided between state and local government.

### ***State Metro Funds***

IDOT issued planning funds that serve as the MPO's match.



### III. WORK PROGRAM TASKS

MPO planning activities are developed to ensure the region maintains a certified transportation planning process. As such, each planning activity identified in the UPWP is integrated into the region's Long Range Transportation Plan, subsequently leading to implementation by way of the Transportation Improvement Program. This section provides detailed information, outlined by general tasks, for each work element that the MPO will undertake in Fiscal Year 2020.

---

#### Task 1.0 Program Administration/Management

---

##### **Purpose**

Administer the MPO and its work program in a manner that:

- Maintains the region's eligibility to receive federal transportation capital and operating assistance; and
- Provides a continuous, cooperative, and comprehensive transportation planning process throughout the multi-municipality region.

##### **FY 2019 Accomplishments**

- Implementing FY19 UPWP.
- Administered FY19 TIP changes with FHWA.
- Monitored projects put in Advance Construction status with IDOT.
- Prepared the Federally Obligated Projects annual Report.

##### **FY 2020 Activities**

- Manage the implementation of tasks within the FY 2020 UPWP.
- Prepare and review request for proposals, contracts, invoices, maintain membership lists, prepare meeting agendas, and record meeting minutes.
- Monitor best practices for transportation planning through industry associations such as the National Academies Transportation Research Board (TRB), the American Planning Association (APA), the Association of MPOs (AMPO), the American Public Transportation Association (APTA), the American Association of State Highway and Transportation Officials (AASHTO), among others.
- Participate in meetings, workshops and conferences in order to stay current on innovative planning techniques.

- Work with IDOT and MPO members to make the necessary changes in the planning process as a result of FAST Act rule-making and guidance
- Prepare the Fiscal Year 2020 Unified Planning Work Program
- Prepare the Federally Obligated Projects annual Report

#### **End Products**

- An ongoing transportation planning program through the execution of the tasks outlined in the work program
- Regular Technical and Policy committee meetings
- Regional meetings on transportation-related issues
- FY 2020 Unified Planning Work Program, Public Participation Plan

---

### **Task 2.0 Long Range Plan**

---

#### **Purpose**

Maintain a long range plan for the region's transportation needs that is: 1) technically based on the latest available data on land use, demographics, and travel patterns; 2) based on regional goals, and 3) financially based on predictable, reliable funding sources

#### **FY 2019 Accomplishments**

- Continued implementation and maintenance of the 2040 Long Range Transportation Plan
- Adopted IDOT performance measures
  -

#### **FY 2020 Activities**

- Continue work on and implement the 2040 Long Range Transportation Plan

#### **End Products**

- Performance Measures Defined and Incorporated

---

### Task 3.0 Transportation Improvement Plan

---

#### **Purpose**

Maintain a regional program that prioritizes and schedules transportation projects consistent with adopted short- and long-range plans.

#### **FY 2019 Accomplishments**

- Managed the FYs 2019-2022 TIP through formal amendments and administrative adjustments
- Published Annual Listing of Federally Obligated Projects for FY 2018

#### **FY 2020 Activities**

- Adopt and maintain a financially feasible TIP. TIP projects and programs will be consistent with the MPO's 2040 Long Range Transportation Plan.
- Report on the status of TIP projects on a regular basis to IDOT and MPO membership and coordinate with IDOT and project sponsors regarding project schedules and funding expenditures
- Amend the FYs 2020-2023 TIP as needed by the DATS members

#### **End Products**

- Maintenance of the Transportation Improvement Program
- Annual listing of Federally Obligated Projects

---

### Task 4.0 Multi-Modal Planning

---

#### **Purpose**

Provide increased emphasis on issues related to alternate modes and regional inter-modal connectivity including:

- Local bus and regional transit services,
- Pedestrian and bicyclist facilities/network,
- Commercial freight movers, and
- Connections between modes of travel/transport

#### **FY 2019 Accomplishments**

- Continued implementing goals of the Regional Bicycle Plan
- Adopted a Greenways & Trails Plan for the MPA
- Began a Freight Study for the City of Danville

#### **FY 2020 Activities**

- Continued implementing goals of the Regional Bicycle Plan
- Assess the Danville Mass Transit office and bus facility with respect to ADA accommodations



---

## Task 5.0 Land Use Integration

---

### **Purpose**

To undertake various regional, corridor, and sub-area planning studies within the region in consultation with the state, local governments, and transit operators in an effort to integrate land use planning with the MPO's transportation planning process to ensure the successful implementation of the MPO's Long Range Transportation Plan.

### **FY 2019 Accomplishments**

- Coordinated with local comprehensive plans
- Began participating in the Kickapoo Rail Trail extension
- Finalized the Bowman Avenue / Vermillion Corridor Study

### **FY 2020 Activities**

- Continue support for the integration of transportation, urban design, and land use planning through work with regional partners
- Continue efforts to extend the Kickapoo Rail Trail into the MPO

---

## Task 6.0 Data Collection and Analysis

---

### **Purpose**

Create, update and maintain transportation planning databases and inventories and to monitor developments in the region for impacts on the transportation system. When appropriate, data will be integrated into GIS for use in the transportation planning process.

### **FY 2019 Accomplishments**

- Conducted traffic counts, accident analysis, and traffic projections on specific corridors
- Completed a diagnostic review of CSX at grade rail crossings within the Danville community for development of two Quiet Zones.

### **FY 2020 Activities**

- Activities that may be undertaken include: traffic counts, travel time studies, functional classification, bicycle/pedestrian facilities inventory, land use data, crash data, transit ridership (passenger trips, passengers per mile, passengers per hour, and passengers per route), transit performance, GIS data, etc.
- Continue to work with local city/county staff to refine data for local/regional use
- Continue to collect traffic count data for planning and project design
- Collect socioeconomic data for planning and project design

### **End Products**

- Data on daily traffic, peak hour volume, vehicle miles traveled, and accidents

- Data on population, land use, and socio-economic data
- Maps and inventories of transportation system components
- Updated data from IDOT
- Data for the MPO's performance measures

---

### Task 7.0 Public Participation

---

#### **Purpose**

Provide opportunities for meaningful public input on transportation planning by following the guidelines of the adopted Public Participation Plan and continuing to seek new methods of outreach.

#### **FY 2019 Accomplishments**

- Maintained MPO website and communication tools
- Updated the MPO's Public Participation Plan
- Reported monthly to the City of Danville Public Works Committee

#### **FY 2020 Activities**

- Maintain contact list of citizens who ask to be notified about plans, programs, and projects. The list will include citizens who contact the MPO to express interest in particular topics or general involvement, which are contact through the MPO's outreach efforts such as speaking engagements to civic clubs and interest groups.
- Continue to place ads and public notices with media, including outlets that serve minority citizens and other transportation-disadvantaged groups, to publicize the development and adoption of MPO products.
- Continue the evaluation and improvement of the MPO's public involvement techniques
- Continue monthly reporting to the City of Danville Public Works Committee

#### **End Products**

- Maintain comprehensive website on regional transportation planning activities
- Input for MPO sponsored projects



## Task 8.0 Special Studies

---

### **Purpose**

A continuing emphasis of the Unified Planning Work Program will be to provide continued technical support to all DATS member agencies in carrying out detailed transportation studies. DATS frequently serves as an added resource to the various municipalities, the county, transit providers, townships and the Illinois Department of Transportation (IDOT) by conducting and/or participating in a wide range of various planning and technical projects referred to as Special Studies. Projects range from administration of ongoing major studies and support of local evaluations.

The submitted special studies for fiscal year 2020 are the continuation of a Roadway Drainage Inventory and Programming Project and the DMT Administrative Upgrade Study. These projects have requested the use of \$56,573 in fiscal year PL dollars for project implementation.

---

### Name of Project Roadway Drainage Inventory and Programming Project

---

### Objective/Task Description What is the purpose and scope of work for the task?

An existing infrastructure assessment study evaluating the condition, type, age, size, location, and other relevant data will be performed to develop a prioritization and funding program for the MPO roadway drainage system within portion(s) of the City of Danville. Software will be procured to manage the data and to integrate it into a GIS mapping system.

This data supports implementation of the 2040 LRTP Goal 2 by identifying infrastructure needing planned improvements and Goal 3 "Improve and enhance existing transportation infrastructure to maximize performance" by identifying and prioritizing needed preventative maintenance, needed structural improvements.

---

### Name of Project DMT Administrative Upgrade Study

---

### Objective/Task Description What is the purpose and scope of work for the task?

A study is needed to determine if the existing site of the DMT administrative offices and garage at 101 N. Jackson Street can be modified to provide for our needs without purchasing additional land. This study would consider the essential components that



would allow accessibility and functionality, as well as additional storage for buses and equipment.

This project supports the LRTP goal to increase accessibility and complement the integration of multi-modal systems. With CRIS Rural MTD using the new terminal facility, and now the introduction of a Greyhound Connect service as well, foot traffic at the administrative offices has increased the need for enhanced, accessible customer interface. DMT provides identification cards and ticket sales for DMT, CRIS, and Greyhound customers at the facility. The building is over 30 years old and is almost completely inaccessible. The Jackson Street building was constructed with the intention of housing eight (8) buses and nineteen (19) employees. The fleet has now grown to sixteen (16) and personnel now numbers thirty (30).

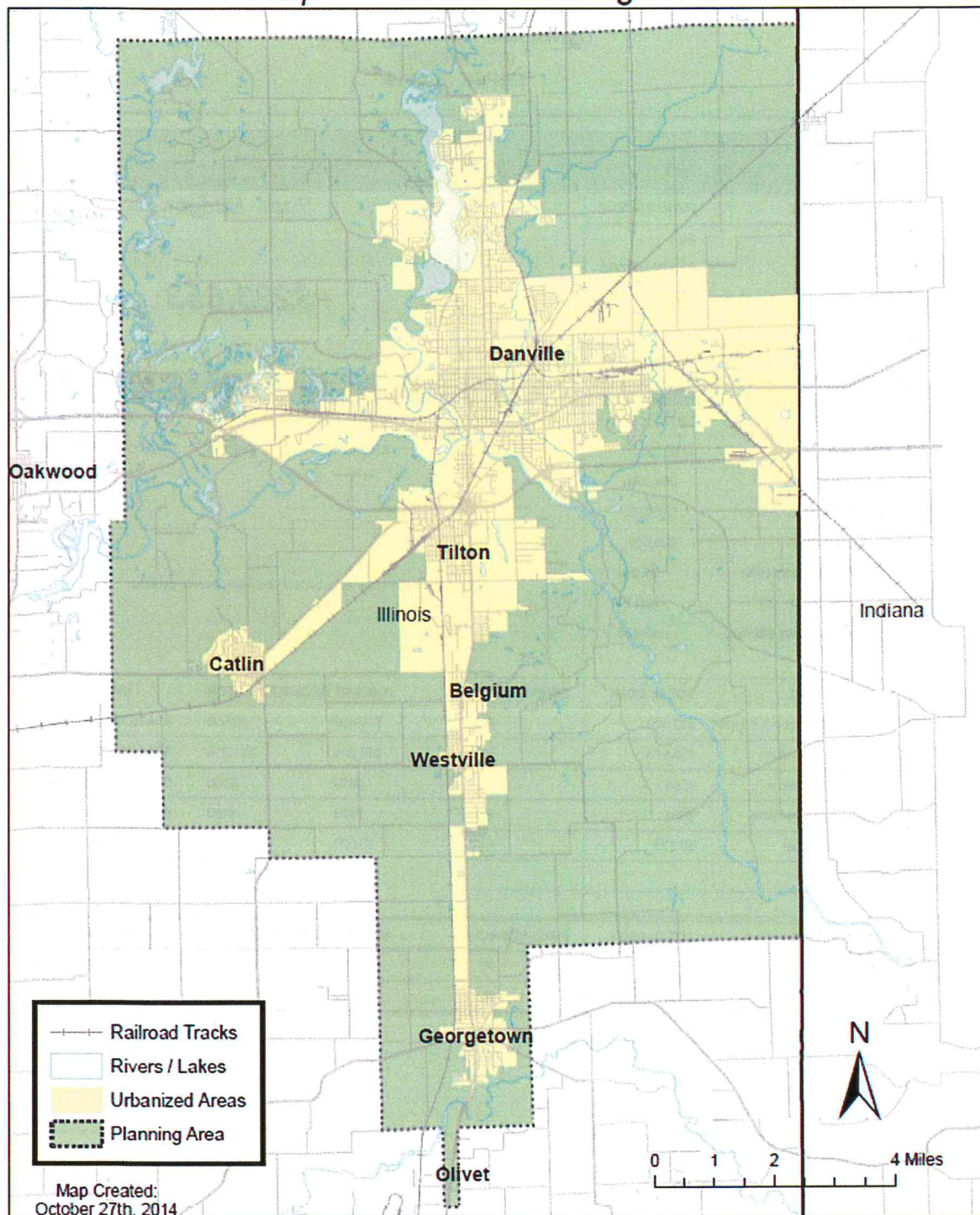
## IV. FUNDING TABLES

Danville Area Transportation Study  
FY20 BUDGET  
MARCH 14, 2019

EXHIBIT III: Line-Item Budget					
A. Revenues:					
FUND AMOUNT	FUND SOURCE		Total Budget		
\$186,922	PL				
\$46,731	STATE METRO				
\$0	LOCAL				
\$233,653	TOTAL		\$233,653		
B. Expenses					
PERSONNEL	TOTAL COST	FUND SOURCE	AMOUNT REQUIRED MATCH		MATCH SOURCE
MPO Staff	\$157,805	PL	\$186,922	\$46,731	STATE METRO / LOCAL
Director (40%)	\$64,332				
Senior Planner (70%)	\$65,385				
Support Staff	\$28,088				
Planning Mgr (5%)	\$5,556				
GIS (25%)	\$20,102				
Professional Intern(s)	\$2,430				
Personnel amounts reflect direct and non-direct expenses.					
CONTRACTUAL	TOTAL COST	FUND SOURCE	AMOUNT REQUIRED MATCH		MATCH SOURCE
Computer Services & Support	\$12,500	PL	\$10,000	\$2,500	STATE METRO / LOCAL
Professional Services	\$56,573	PL	\$45,258	\$11,315	STATE METRO / LOCAL
Telecommunications	\$500	PL	\$400	\$100	STATE METRO / LOCAL
Training and Education	\$500	PL	\$400	\$100	STATE METRO / LOCAL
Other Contractual	\$3,775	PL	\$3,020	\$755	STATE METRO / LOCAL
COMMODITIES	TOTAL COST	FUND SOURCE	AMOUNT REQUIRED MATCH		MATCH SOURCE
Supplies	\$2,000	PL	\$1,600	\$400	STATE METRO / LOCAL
Miscellaneous Costs	\$3,775	PL	\$3,020	\$755	STATE METRO / LOCAL

## Appendix A. DATS Planning Area

*Map 1-1: DATS Planning Area*





## **Appendix B. Proof of Publications**

Danville Area Transportation Study Public Notice | DATS 2020 Unified Work Program

Danville Area Transportation Study's Unified Planning Work Program will be available for a thirty (30) day public review beginning Friday April 12, 2019 and ending on Monday May 13, 2019.

Available locations: City of Danville Municipal Services Building (1155 E Voorhees), Catlin Public Library, Georgetown Public Library, Westville Public Library, and online at [www.dats-il.com](http://www.dats-il.com).

Please send comments via telephone or email to : (217)431-2873 or [tterhune@cityofdanville.org](mailto:tterhune@cityofdanville.org).





## Danville Area Transportation Study Policy Committee

Proxy Voting for 2019

**Agency:** Danville Area Transportation Study

**Committee:** Policy

**Primary Committee Representative:** Mayor Rickey Williams Jr.

In my absence, the following individual(s) has/have my Proxy Voting Rights in the following order:

1: Name: \_\_\_\_\_

Title: \_\_\_\_\_

2: Name: \_\_\_\_\_

Title: \_\_\_\_\_

3: Name: \_\_\_\_\_

Title: \_\_\_\_\_

---

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Representative Agency: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_







## Danville Area Transportation Study Technical Committee

### Proxy Voting for 2019

**Agency:** Danville Area Transportation Study

**Committee:** Technical

**Primary Committee Representative:** Adrian Greenwell

In my absence, the following individual(s) has/have my Proxy Voting Rights in the following order:

1: Name: \_\_\_\_\_

Title: \_\_\_\_\_

2: Name: \_\_\_\_\_

Title: \_\_\_\_\_

3: Name: \_\_\_\_\_

Title: \_\_\_\_\_

---

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Representative Agency: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-19-01					5307			500.00	500.00	1000.00	
DMT-19-02 One (1) 35' Bus											
DMT-19-02					5307			100.00	400.00	500.00	
DMT-19-04 Garage Renovation s											
DMT-19-04					5307			50.00	200.00	250.00	
TOTAL (In 1,000's)						0.00	0.00	650.00	1100.00	1750.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-20-01					5307			500.00	500.00	1000.00	
DMT-20-02 SUPER-MEDIUM BUS											
DMT-20-02					5310			27.00	88.00	115.00	
TOTAL (In 1,000's)						0.00	0.00	527.00	588.00	1115.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-21-01					5307			650.00	650.00	1300.00	
DMT-21-01 G ASSISTAN CE											
TOTAL (In 1,000's)						0.00	0.00	650.00	650.00	1300.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-22-01					5307			650.00	650.00	1300.00	
DMT-22-01 G ASSISTAN CE											
TOTAL (In 1,000's)						0.00	0.00	650.00	650.00	1300.00	

DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-19-01					5307			750.00	750.00	1500.00	
DMT-19-02		One (1) 35' Bus			5307			100.00	400.00	500.00	
DMT-19-04		Garage Renovation s			5307			50.00	200.00	250.00	
TOTAL (ln 1,000's)						0.00	0.00	900.00	1350.00	2250.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-20-01					5307			750.00	750.00	1500.00	
DMT-20-02		SUPER-MEDIUM BUS			5310			27.00	88.00	115.00	
TOTAL (ln 1,000's)						0.00	0.00	777.00	838.00	1615.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-21-01					5307			750.00	750.00	1500.00	
TOTAL (ln 1,000's)						0.00	0.00	750.00	750.00	1500.00	
DANVILLE MASS TRANSIT											
PROJECT NUMBER	PROJECT ROUTE	DESCRIPTION OF PROPOSED IMPROVEMENT	LOCATION BEGINNING	LOCATION END	FUND TYPE	Agency Cost (in 1,000's)	Partner Agency Cost (in 1,000's)	State Cost Share (in 1,000's)	Federal Cost Share (in 1,000's)	TOTAL PROJECT COST (in 1,000's)	NOTES
OPERATIN G ASSISTAN CE											
DMT-22-01					5307			750.00	750.00	1500.00	
TOTAL (ln 1,000's)						0.00	0.00	750.00	750.00	1500.00	