



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

EXECUTIVE BOARD MEETING

456 Fulton St. Suite 401

Peoria, IL 61602

Don White, CHAIRMAN

(Chuck Nagel, Rita Ali, Russ Crawford, Greg Menold, Autum Jones, Andrew Rand, John Kahl

Monday, March 20, 2023

9:00 a.m.

<https://global.gotomeeting.com/join/291023189>

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Access Code: 291-023-189

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Motion to approve February 13, 2023 minutes
5. Executive Director report
6. USDOT Certification Review Final Report (Attached)
7. Discussion and recommendation to Commission Safe Streets and Roads for all (SS4A) local match (Attached)
8. Recommend to Commission the FY24 Unified Planning Work Program UPWP (Resolution 23-61)
9. Discussion of IDOT SPR proposal (Attached)
10. Other
11. Adjournment



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Monday, February 13, 2023

9:00 a.m.

MINUTES

1. Call to Order

Chairman Don White called the meeting to order at 9:00 a.m.

2. Roll Call

Present: Don White, Greg Menold, John Kahl, and Russ Crawford. Virtual: Chuck Nagel. Absent: Rita Ali, Autum Jones, and Andrew Rand. Staff: Eric Miller, Ray Lees, Debbie Ulrich, and Reema Abi-Akar. Also present: Danny Phelan.

3. Public Input- none

4. Motion to approve January 16, 2023 minutes

Russ Crawford moved to approve the January 16, 2023 minutes and Greg Menold seconded. Motion carried.

5. Executive Director report

Eric Miller reported on the following:

- Raises and promotions were approved by Full Commission
- Updated about Kathryn Cole from Ray LaHood office and Congressman Sorenson about Regional Priority Process

6. Project Updates

a. Safe Streets for All (SS4A) Grant Award

- Miller mentioned that the Commission received \$500,000 grant from Federal.
- Action plan needs to be complete to receive funds.
- We also need to raise \$100,000 locally for safety.
- He then explained the key problem areas for safety concerns
- 4 E's are Education, Engineering, Emergency response, and Enforcement.
- Explained the list of priorities.
- Russ Crawford asked who we need to reach out to, and Eric Miller responded this will be discussed at Technical to who we need to reach out to for regional support.
- Don White asked if consultant will be collecting data and Eric Miller said they will do some.

- Eric Miller added this is a Federal Compliant Plan
 - Greg Menold asked how will the match be made and Eric Miller replied the Technical Committee will discuss the match process.
 - Greg Menold added we need to try and get local communities to participate in the match.
- b. Passenger Rail
- Eric Miller mentioned we are making progress. We need to complete 2 different grants. This process is to be done in an estimated time of 10 years. We need to commit to match and maintain support.
- c. Highway Safety Improvement Program (HSIP) Guardrail Grant
- Eric Miller updated on the HSIP Guardrail grant for \$3M . Several communities are going to replace guardrails. Tazewell County is the lead agency. The 12 communities are working on intergovernmental agreements, hire an engineer contractor and produce bids for guardrails.
- Greg Menold mentioned this is a long process and appreciates TCRPC on their support and help. He then asked if the time limit is shot and Eric Miller that we are making progress.
- d. Hazard Mitigation Plan
- Reema Abi-Akar updated this is done every 5 years. This document outlines the risk factors. The last Hazard Mitigation Plan was completed in 2019. This year we are combining all counties. We applied for 1 umbrella process. Peoria County is seeking flooding. There will be 2 consultants: 1 for Peoria County and 1 for Tazewell and Woodford counties combined. There are 23 communities in this voluntary process.
- e. Unified Planning Work Program Development (UPWP)
- Eric Miller reported on the normal funding thru the Federal government for each year work program. Draft budget is due by tomorrow. The additional \$100,000 is from MPO funding. If we do not spend it goes back.
- f. State Planning and Research Grants
- i. Community Comprehensive Plans

SPR- Federal sends money to state. MPO and state. The state has offered money for planning projects. There are 2 applications- Committee Comprehensive Planning, Consensual lead. There are 5 communities that will receive funds.
 - ii. HOI Regional Port District Master Plan
 - Ray Lees updated the SPR cycle of \$465,000 funds for this plan. \$350,000 will go to consultant from all over county. We are evaluating 8 communities. This should be completed by the end of March with a consultant on board. It is a 2-year window.
 - Eric Miller added that the State and Federal are encouraging involvement in the Port District.
 - John Kahl mentioned he had a meeting with someone from Governor's office and mentioned the Port District to her.

7. Other

Greg Menold asked about IMRF and staff.

Eric Miller said we received a letter, and they are processing the cost study for IMRF. Fran has left for job at McLean County. We have 2 interviews and may have 2 from ISU.

8. Adjournment

Russ Crawford moved to adjourn at 10:10 a.m. and John Kahl seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Debbie Ulrich, Office Manager

To: Members of the Commission
From Eric W. Miller, Executive Director
Date: March 17, 2023
Subject: Executive Director Report for March 2023

Project	Activity	Status
Administrative		
Headlines		Ongoing
	Met with Congressmen LaHood for tour of Source Freshwater	Ongoing
	Developed Draft UPWP	Ongoing
	Working on Regional Priority Process	Complete
	Working with stakeholders and lead agency on guardrail HSIP project	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	ongoing
	Developing transportation dashboard	Ongoing
	Worked with stakeholders and consulting team re: Passenger Rail Federal Grant Applications	Ongoing
	Worked with stakeholders to develop SPR grant application	
	Presented passenger rail activities at NCICOG	
Personnel	Semi-annual staff reviews ongoing	Ongoing
	IMRF Cost Study underway	Ongoing
Website	Content review of website.	Ongoing
Planning issues		
Illinois River Issues	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Continued coordination with USACE for funding opportunities related to IL river/Peoria lakes	Ongoing
HUD Healthy Homes	Contract signed with Metec to perform Environmental sign off	Ongoing
Village of Tremont Comp Plan	Report Complete	Complete
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding scope of work	Ongoing
Village of Creve Coeur	Continued discussion with Village board regarding scope of work	Ongoing
Village of Bartonville	Continued discussion with Village board regarding scope of work	Ongoing
City of Chillicothe	Continued discussion with Village board regarding scope of work	Ongoing
Village of Brimfield	Continued discussion with Village board regarding scope of work	Ongoing
City of East Peoria	Consultant Selection underway	
Watershed Planning	Contract Development with IEPA regarding Kickapoo Creek Watershed	Ongoing
Hazard Mitigation Plan	Work has Commenced Meeting with Stakeholders	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	Ongoing
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Ongoing
Bartonville	Sidewalk Inventory	Complete
Logan County GIS technical assistance	Signed Contract, work has commenced	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
Germantown Hills Map development		
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	Development of FY 24 Transportation Improvement Program	Complete
	Creation of web based TIP document application	Ongoing
	Processed FY 23 TIP Amendments	Ongoing
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	on hold
Highway Safety Improvement Program Guardrails	Consultant Selection	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	ongoing
Special Transportation Studies		
FY23		
Chillicothe Active Transportation Plan	Project is underway, coordinating with consultant	Ongoing
City of Peoria Intersection Study	Project is underway, coordinating with consultant	Ongoing
City of Pekin Bike/Ped plan	Project is underway, coordinating with consultant	Ongoing
MPO TDM work	Work Completed	Complete
FY22		
East Peoria Storm Sewer planning	Work Completed	Complete
Passenger Rail multimodal Center location study	Work Completed	Complete
FY 21 State Planning and Research Funding		
Asset Management software	Project is underway, coordinating with consultant	Ongoing

Activity Based Travel Demand Model	Project is underway, coordinating with consultant	Ongoing
Congestion Management Plan	Work is complete	Complete
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning	Consultant selection / project mobilization underway	Ongoing
Regional Community Planning	Consultant selection / project mobilization underway	Ongoing
HSTP/Transportation		
5310 program Grant	Programmed 5310 Funds	Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing



U.S. Department
of Transportation
**Federal Highway
Administration**

Illinois Division

March 15, 2023

3250 Executive Park Dr.
Springfield, IL 62703
(217) 492-4640
www.fhwa.dot.gov/ildiv

In Reply Refer To:
HPER-IL

Mr. Don White
Policy Committee Chairman
Tri-County Regional Planning Commission
456 Fulton Street, Suite 401
Peoria, IL 61602

Subject: U.S. Department of Transportation Planning Certification Review Final Report
Peoria, Illinois Transportation Management Area

Dear Mr. White:

As noted in our May 2, 2022, letter, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have completed a joint certification review of the transportation planning process in the Peoria, Illinois Transportation Management Area. At that time, we issued a finding of full certification for the transportation planning process for this region. We are now enclosing a report that documents the results of the review and offers several recommendations for continuing quality improvements and enhancements to the planning process as well as recognizing several commendations of work that is done in the region. Many of the recommendations have already been addressed and implemented by the Tri-County Regional Planning Commission Metropolitan Planning Organization staff.

We appreciate the cooperation of the Metropolitan Planning Organization (MPO) staff in assisting us with the review. The next certification review will be conducted in 2026. If you have any questions regarding this certification action, please contact Betsy Tracy, FHWA at (217) 492-4642 or Cecilia Crenshaw, FTA, at (312)705-1268.

Sincerely,

Jon-Paul Kohler
Planning & Program Development Manager
Illinois Division FHWA

Enclosure

ecc: Mr. Omer Osman, Secretary of Transportation, IDOT
Ms. Holly Bieneman, Director, Office of Planning & Programming, IDOT

Mr. Mike Vanderhoof, Bureau Chief, Office of Planning, IDOT

Mr. Brandon Geber, Office of Planning, IDOT

Mr. Eric Miller, Executive Director, Tri-County Regional Planning Commission



U.S. Department
of Transportation

Federal Highway
Administration

Federal Transit
Administration

Transportation Management Area Planning Certification Review

Tri-County Regional Planning Commission/Peoria, Illinois Transportation Management Area

February 2023

Summary Report





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1.0 EXECUTIVE SUMMARY

On March 2-3, 2022, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted the certification review of the transportation planning process for the Tri County (Peoria) urbanized area. FHWA and FTA are required to jointly review and evaluate the transportation planning process for each urbanized area over 200,000 in population at least every four years to determine if the process meets the Federal planning requirements.

1.1 Previous Findings and Disposition

The most recent certification review for the Tri County (Peoria) urbanized area was conducted in 2018. The previous Certification Review findings have all been adequately addressed by the Metropolitan Planning Organization (MPO) staff.



1.2 Summary of Current Findings

The current review found that the metropolitan transportation planning process conducted in the Tri-County Regional Planning Commission Transportation Management Area (TMA) area meets the Federal planning requirements.

As a result of this review, FHWA and FTA are certifying the transportation planning process conducted by the Illinois Department of Transportation (IDOT), Tri-County Regional Planning Commission MPO and Greater Peoria Mass Transit District/City Link. There are recommendations in this report that warrant attention and follow-up, as well as areas the MPO is performing very well in that are to be commended.

Review Area	Finding	Action	Corrective Actions/ Recommendations/ Commendations	Resolution Due Date
Metropolitan Planning Area Boundaries 23 U.S.C. 134(e) 23 CFR 450.312(a)	The results of the 2020 Census may have an impact on urbanized area boundaries	Monitor the 2020 Census data for changes to the urbanized area	Metropolitan Planning Area may need to be modified based upon the results of the Census	Spring 2023
MPO Structure and Agreements 23 U.S.C. 134(d) 23 CFR 450.314(a)	The MPO changed the MPO structure since the last Certification Review	Evaluate the voting membership to ensure ongoing participation and representation	MPO membership may need to be reviewed to ensure ongoing participation from all members/modes. Agreements should be modified as needed to represent the MPO members	Ongoing
Unified Planning Work Program 23 CFR 450.308	The MPO is in compliance with UPWP requirements	None	<u>Commendation:</u> The MPO provides a competitive program to program a portion of the UPWP funds for member studies and activities.	Not Applicable
Metropolitan Transportation Plan 23 U.S.C. 134(c),(h)&(i) 23 CFR 450.324	The MPO is in compliance with MTP requirements	Monitor MTP goals/objectives	Recommend annual review of the goals/objectives in the MTP and provide an update on the achievement of those measures	Annually



Transit Planning 49 U.S.C. 5303 23 U.S.C. 134 23 CFR 450.314	The MPO is in compliance with all Transit planning requirements	None		Not Applicable
Transportation Improvement Program 23 U.S.C. 134(c), (h) & (j) 23 CFR 450.326	The MPO is in compliance with all TIP requirements	None	The MPO updates the TIP on an annual basis	Current TIP adopted July 6, 2022
Public Participation 23 U.S.C. 134(i)(6) 23 CFR 450.316 & 450.326(b)	The MPO has a current Public Participation Plan that was updated in 2021	Review plan to ensure it reflects the changes with virtual public involvement since COVID	The MPO is recommended to continue to evaluate their public engagement processes	Ongoing
Civil Rights Title VI Civil Rights Act, 23 U.S.C. 324, Age Discrimination Act, Sec. 504 Rehabilitation Act, Americans with Disabilities Act	The MPO has a current Title VI plan that was updated in 2021		The MPO is commended for their efforts in reaching underrepresented communities, ADA and transit advocacy	Ongoing
Consultation and Coordination 23 U.S.C. 134(g) & (i) 23 CFR 450.316, 23 CFR 450.324(g)	The MPO coordinates activities with the Illinois DOT and MPO members	None		Ongoing
List of Obligated Projects 23 U.S.C. 134(j)(7) 23 CFR 450.334	The MPO annually prepares the List of Obligated projects using federal funding	None		Completed annually
Freight 23 U.S.C. 134(h) 23 CFR 450.306	The MPO is engaged with the Illinois State Freight Advisory Committee	Continued engagement in freight planning		Ongoing



Environmental Mitigation/Planning Environmental Linkage 23 U.S.C. 134(i)(2)(D) 23 CFR 450.324(f)(10) 23 U.S.C. 168 Appx. A 23 CFR Part 450	None	None	None	Not Applicable
Transportation Safety 23 U.S.C. 134(h)(1)(B) 23 CFR 450.306(a)(2) 23 CFR 450.306(d) 23 CFR 450.324(h)	The MPO works with Illinois DOT and members to implement safety measures	Continue to identify opportunities for funding for safety action plans and projects for MPO members	The MPO assisted with the Highway Safety Improvement Program funds implementation for low -cost safety improvements	Ongoing
Transportation Security Planning 23 U.S.C. 134(h)(1)(C) 23 CFR 450.306(a)(3) 23 CFR 450.306(d) 23 CFR 450.324(h)	None	None		Not Applicable
Nonmotorized Planning/Livability 23 U.S.C. 134(h) 23 U.S.C. 217(g) 23 CFR 450.306 23 CFR 450.3224f) (2)	The MPO has participated in numerous bike/ped projects and assisted members applying for funding	Walkability data collection, Complete Streets Pop Up, bridge amenities, trail planning and technical support provided	The MPO assists members and advocates for non-motorized transportation	Ongoing
Integration of Land Use and Transportation 23 U.S.C. 134(g)(3) 23 U.S.C. 134 (h)(1)(E) 23 CFR 450.306(a)(5)	None	None	None	Not Applicable



Travel Demand Modeling Forecasting 23 CFR 450.324(f)(1)	The MPO has a working Travel Demand Model	The TDM is being updated by consultants	Continue to utilize the TDM for local transportation planning efforts	Ongoing
Air Quality Clean Air Act 42 U.S.C. 7401 40 CFR Part 93 23 CFR 450.324(m)	Continue to monitor local air quality readings	Monitoring of air quality readings	The MPO region is in attainment status for criteria pollutants	Ongoing
Congestion Management Process / Management and Operations 23 U.S.C. 134(k)(3) 23 CFR 450.322	The MPO is updating their CMP process in 2022	Update of CMP is underway through consultants	CMP update has been completed	Approved August 2022

Details of the certification findings for the above items are contained in this report.



2.0 INTRODUCTION

2.1 Background

Pursuant to 23 U.S.C. 134(k) and 49 U.S.C. 5303(k), the FHWA and the FTA must jointly certify the metropolitan transportation planning process in TMAs at least every four years. A TMA is an urbanized area, as defined by the U.S. Census Bureau, with a population of over 200,000. After the 2010 Census, the Secretary of Transportation designated 183 TMAs – 179 urbanized areas over 200,000 in population plus four urbanized areas that received special designation. In general, the reviews consist of three primary activities: a site visit, a review of planning products (in advance of and during the site visit), and preparation of a Certification Review Report that summarizes the review and offers findings. The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the MPO(s), the State DOT(s), and public transportation operator(s) in the conduct of the metropolitan transportation planning process. Joint FTA/FHWA Certification Review guidelines provide agency field reviewers with latitude and flexibility to tailor the review to reflect regional issues and needs. Consequently, the scope and depth of the Certification Review reports will vary significantly.

The Certification Review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. Other activities provide opportunities for this type of review and comment, including Unified Planning Work Program (UPWP) approval, the Metropolitan Transportation Plan (MTP), metropolitan and statewide Transportation Improvement Program (TIP) findings, air-quality (AQ) conformity determinations (in nonattainment and maintenance areas), as well as a range of other formal and less formal contact provide both FHWA/FTA an opportunity to comment on the planning process. The results of these other processes are considered in the Certification Review process.

While the Certification Review report itself may not fully document those many intermediate and ongoing checkpoints, the “findings” of Certification Review are, in fact, based upon the cumulative findings of the entire review effort.

The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Federal reviewers prepare Certification Reports to document the results of the review process. The reports and final actions are the joint responsibility of the appropriate FHWA and FTA field offices, and their content will vary to reflect the planning process reviewed whether they relate explicitly to formal “findings” of the review.

To encourage public understanding and input, FHWA/FTA will continue to improve the clarity of the Certification Review reports.

2.2 Purpose and Objective

Since the enactment of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, the FHWA and FTA, are required to jointly review and evaluate the transportation planning



process in all urbanized areas over 200,000 population to determine if the process meets the Federal planning requirements in 23 U.S.C. 134, 40 U.S.C. 5303, and 23 CFR 450. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), extended the minimum allowable frequency of certification reviews to at least every four years.

The Tri County Regional Planning Commission (TCRPC) is the designated MPO for the Peoria urbanized area. IDOT is the responsible State agency and is the responsible public transportation operator. Current membership of the TCRPC MPO consists of elected officials and citizens from the political jurisdictions in Peoria TMA. The study area includes all of the TMA urbanized area with the City of Peoria as the largest population center.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in such areas. The certification review is also an opportunity to provide assistance on new programs and to enhance the ability of the metropolitan transportation planning process to provide decision makers with the knowledge they need to make well-informed capital and operating investment decisions.

3.0 SCOPE AND METHODOLOGY

3.1 Review Process

Certification reviews are conducted every four years. The last certification review was conducted in 2018. A summary of the status of findings from the last review is provided in Appendix B. This report details the 2022 review, which consisted of a formal site visit and a public involvement opportunity, conducted in March 2022.

Participants in the review included representatives of FHWA, FTA, IDOT District 4 and Central Office staff, Greater Peoria Mass Transit District/City Link Transit Provider staff, and TCRPC MPO staff. A full list of participants is included in Appendix A.

A desk audit of current documents and correspondence was completed prior to the site visit. In addition to the formal review, routine oversight mechanisms provide a major source of information upon which to base the certification findings.

The certification review covers the transportation planning process conducted cooperatively by the MPO, State, and public transportation operators. Background information, current status, key findings, and recommendations are summarized in the body of the report for the following subject areas selected by FHWA and FTA staff for on-site review:

- Key Regional Transportation Issues
- Strategic Transportation Planning Session (April 28, 2022)
- Metropolitan Planning Area Boundaries
- 2020 Decennial Census
- MPO Structure and Agreements
- Unified Planning Work Program & Planning Studies
- Metropolitan Transportation Plan (MTP)



- Transit Planning, Projects & Coordinated Human Services Transportation Plan
- Transportation Improvement Program (TIP)
- Public Participation Plan
- Civil Rights (Title VI, EJ, LEP, ADA)
- Consultation and Coordination
- List of Obligated Projects
- Freight Planning
- Environmental Mitigation/Planning & Environmental Linkages
- Transportation Safety
- Transportation Security Planning
- Nonmotorized Planning/Livability
- Integration of Land Use and Transportation
- Travel Demand Modeling
- Air Quality
- Congestion Management Process/Intelligent Transportation System

3.2 Documents Reviewed

The following MPO documents were evaluated as part of this planning process review:

- MPO Memorandum of Agreement, 2018
- PPUATS Technical Bylaws – April 2015
- PPUATS Policy Bylaws – June 2017
- TCRPC Bylaws – July 1, 2021
- FY 2022 & FY 2023 Unified Planning Work Programs for the TCRPC MPO
- MPO Metropolitan Long Range Transportation Plan, 2020-2045
- MPO FY-2023-2026 TIP and Self-Certification
- Performance Agreements



4.0 PROGRAM REVIEW

4.1 Metropolitan Planning Area Boundaries

4.1.1 Regulatory Basis

23 U.S.C. 134(e) and 23 CFR 450.312(a) state the boundaries of a Metropolitan Planning Area (MPA) shall be determined by agreement between the MPO and the Governor. At a minimum, the MPA boundaries shall encompass the entire existing urbanized area (as defined by the Bureau of the Census) plus the contiguous area expected to become urbanized within a 20-year forecast period for the long-range Metropolitan Transportation Plan.

4.1.2 Current Status

The TCRPC MPO MPA has not changed since approved by the MPO Policy Committee in 2013. The MPA has a population of approximately 300,054 as reported in the Census American Community Survey estimate. Since 2000 there has been an increase in population of the region of about 2%. The City of Peoria is the largest community, accounting for 37.84% of the MPA population and 44.35% of households.

4.1.3 Findings: The MPO Policy Committee approved the urbanized boundary and 20-year planning area, which meets the criteria of this section of the regulation.

The results of the 2020 Census should be made available by the end of calendar year 2022. It is recommended that the MPO staff continue to monitor the Census timeline and determine if changes to the urbanized or planning area should be made based on the outcome of the Census.

4.2 MPO Structure and Agreements

4.2.1 Regulatory Basis

23 U.S.C. 134(d) and 23 CFR 450.314(a) state the MPO, the State, and the public transportation operator shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process. These responsibilities shall be clearly identified in written agreements among the MPO, the State, and the public transportation operator serving the MPA.

4.2.2 Current Status

On May 3, 1976, the Governor of the State of Illinois designated the TCRPC as the MPO for the Peoria/Pekin Urbanized Area Transportation Study (PPUATS). In early 2020 the Chairmen of the PPUATS Policy Committee and the TCRPC directed the MPO staff to research MPO membership requirements and analyze the membership of their respective organizations. The exercise resulted in a combined PPUATS-TCRPC board for the purpose of streamlining the organization. In July 2020 the two boards were combined. There are 21



voting members on the Policy Committee and 22 voting members on the Technical Committee.

The combined boards include the following member jurisdictions and voting members for the Commission Policy Committee:

Peoria County- 2 votes

Tazewell County – 2 votes

Woodford County – 2 votes

City of Peoria – 3 votes

City of Pekin – 1 vote

City of East Peoria – 1 vote

City of Washington – 1 vote

Village of Bartonville – 1 vote

City of West Peoria – 1 vote

Village of Morton – 1 vote

Village of Peoria Heights – 1 vote

Village of Creve Coeur – 1 vote

City of Chillicothe – 1 vote

Village of Germantown Hills – 1 vote

City Link (Transit Provider)– 1 vote

Illinois Department of Transportation – District 4 – 1 vote

Technical Committee voting members include:

Peoria County – 2 votes

Tazewell County – 2 votes

Woodford County – 1 vote



City of Peoria – 3 votes

City of Pekin – 1 vote

City of East Peoria – 1 vote

City of Washington – 1 vote

Village of Bartonville – 1 vote

City of West Peoria – 1 vote

Village of Morton – 1 vote

Village of Peoria Heights – 1 vote

Village of Creve Coeur – 1 vote

4.2.3 Findings – In July 2021 there was a change in the governance of the MPO which made the Regional Planning Commission members the official MPO Policy Committee. TRCRPC assumed the role, duties, and responsibilities of the MPO. The Commission consists of 21 members: 13 representatives from 11 municipalities, two representatives from each of the three counties, one representative from IDOT and one representative from the Greater Peoria Mass Transit District.

Prior to July 2021, PPUATS was considered the MPO and included a Technical and Policy Committee. However, the MPO Executive Director and staff are employed under the Regional Planning Commission. Funding requests and document approvals continued to go thru the commission, but it was at times unclear the role of the commission and the role of the Peoria MPO.

Recommendations: It is recommended that the MPO periodically review the Agency membership for the Policy and the Technical Committees to ensure that the voting members routinely participate in the MPO meetings. Any MPO members who do not attend meetings can affect quorum for the MPO. The existing Memorandum of Agreement should also be revisited from time to time to determine if it should be updated to reflect the changes in how the MPO functions.

The Cooperative Agreement between the Commission, City Link, East Peoria Mass Transit, and the State of Illinois needs to be revised because the PPUATS Policy Committee has been dissolved and replaced by the Commission.



4.3 Unified Planning Work Program

4.3.1 Regulatory Basis

23 CFR 450.308 sets the requirement that planning activities performed under Titles 23 and 49 U.S.C. be documented in a UPWP. The MPO, in cooperation with the State and public transportation operator, shall develop a UPWP that includes a discussion of the planning priorities facing the MPA and the work proposed for the next 12-month period by major activity and task in sufficient detail to indicate the agency performing the work, the schedule for completing the work, the resulting products, the proposed funding, and sources of funds.

4.3.2 Current Status

The MPO staff prepares an annual UPWP, in cooperation with the State DOT and transit operators, identifying who is responsible for carrying out the transportation planning process. The PPUATS Regional Planning Commission approves the Annual Budget.

Since the 2018 certification review, many local Agency planning studies and regional studies have been proposed by member agencies using Federal planning funds and State Planning & Research funds including:

- City of Chillicothe – 4th. Street Corridor Revitalization Study
- City of East Peoria – Sidewalk Inventory & Transportation Plan
- City of Washington – Transportation Plan
- Peoria Heights – Commercial Area Studies
- City of Pekin – Traffic Signal Modernization
- City of Peoria – Thoroughfare Plan and Map
- Peoria County – Regional Digital Inclusion Plan
- Village of Morton – Master Bicycle Plan
- Peoria County – Smart Mobility Plan – Phase II
- Woodford County – Asset Management & Feasibility Project
- City of Peoria – Pavement Decision Optimization Technology
- City of East Peoria – Riverfront Trail and Connection to ICC Corridor Plan and Feasibility Study
- Woodford County – Pavement Evaluation and Management Plan
- Tri-County Regional Asset Management Program Software
- City of Peoria – Multimodal Transit Center Location Study
- Grey Area Paratransit Mobility Study
- Peoria County – Trail Connection Study
- Tri-County MPO – Collection and Processing of Roadway Condition Data, Asset Management Software, Travel Demand Modeling, Regional Transportation



Workshop, Online Public Engagement, Micro Transit Study, Complete Streets Symposium and Digital Orthophotography acquisition.

4.3.3 Findings: The MPO has provided an opportunity annually for Agency members to apply for Federal planning funds to complete local planning studies. At least 20 local studies have been conducted over the past five fiscal years. The MPO staff manages the contractual process for the studies.

Commendation: The MPO is commended for providing funding for the local Agencies to conduct meaningful transportation planning studies. This is a best practice for transportation planning in the Region and the State of Illinois.

4.4 Metropolitan Transportation Plan

4.4.1 Regulatory Basis

23 U.S.C. 134(c), (h) & (i) and 23 CFR 450.324 set forth requirements for the development and content of the MTP. Among the requirements, the MTP must address at least a 20-year planning horizon and include both long- and short-range strategies that lead to the development of an integrated and multi-modal system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand.

The MTP is required to provide a continuing, cooperative, and comprehensive multimodal transportation planning process. The plan needs to consider all applicable issues related to the transportation systems development, land use, employment, economic development, natural environment, and housing and community development.

23 CFR 450.324(c) requires the MPO to review and update the MTP at least every four years in air quality nonattainment and maintenance areas and at least every five years in attainment areas to reflect current and forecasted transportation, population, land use, employment, congestion, and economic conditions and trends.

Under 23 CFR 450.324(f), the MTP is required, at a minimum, to consider the following:

- Projected transportation demand
- Existing and proposed transportation facilities
- Operational and management strategies
- Congestion management process
- Capital investment and strategies to preserve transportation infrastructure and provide for multimodal capacity
- Design concept and design scope descriptions of proposed transportation facilities
- Potential environmental mitigation activities
- Pedestrian walkway and bicycle transportation facilities
- Transportation and transit enhancements



- A financial plan

The MPO identified their most recent 2045 Long Range Transportation Plan Goals to include 5 core areas:

- 1) Public Health
- 2) Mobility and Connectivity
- 3) Economy
- 4) Freight
- 5) Environment

4.4.2 Current Status: The MPO updated their MTP in 2020, after the onset of COVID. They shifted from in-person meetings to using online platforms and virtual meetings to help engage the public during the time of the long-range plan update.

4.4.3 Findings: The MPO should consider monitoring the progress of the established goals and objectives as identified in the MTP.

Recommendation: It is recommended that the MPO conduct an analysis of the goals and objectives that were identified in the latest MTP on an annual basis and share results with the Technical and Policy Committee members. A visual dashboard concept could identify which objectives are making progress, which are neutral and those areas where progress is not currently being made. The MPO has agreed that they will track and report on the results of annual results.

4.5 Transit Planning

4.5.1 Regulatory Basis

49 U.S.C. 5503 requires that projects and 23 U.S.C. 134 requires the transportation planning process in metropolitan areas consider all modes of travel in the development of their plans and programs. Federal regulations cited in 23 CFR 450.314 state that the MPO in cooperation with the State and operators of publicly owned transit services shall be responsible for carrying out the transportation planning process.

49 U.S.C. 5310 requires that projects selected for funding under the Enhance Mobility for Individuals Program be included in a locally developed, coordinated public transit human services plan and the plan be developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public utilizing transportation services. These coordinated plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, providing strategies for meeting these needs and prioritizing transportation services for funding and implementation.

4.5.2 Current Status



The coordination between TCRPC, the Greater Peoria Mass Transit District (GPMTD) and IDOT is cooperative and effective for addressing the transit needs of the region. GPMTD conducted a Grey Area Mobility Enhancement and Expansion Study and the Greater Peoria Mass Transit District Micro Transit Study. The Grey Area Mobility Enhancement and Expansion Study outlines GPMTD's mobility solutions specific to the "Grey Area" based on a transit need funding analysis.

GPMTD, also known as City Link, was established in 1970 to provide services to the City of Peoria, Village of Peoria Heights, and West Peoria Township to manage and operate the local bus services. In the same year, GPMTD's Board of Trustees approved an official partnership with the City of East Peoria to provide service east of the Illinois River. In 2001, GPMTD further expanded service to Pekin, North Pekin, and Creve Coeur. GPMTD has an active fleet of 53 transit buses, including hybrid and electric, and 36 paratransit vans.

In December 2015, the Fixing America's Surface Transportation (FAST) Act applied new program rules to all FTA funds. One of the changes required Coordinated Public Transit Human Services Transportation Plans. Those plans had to be updated to reflect the changes established by the FAST Act legislation. The Heart of Illinois Human Services Transportation Plan (HSTP) was updated in 2017 to serve the seven-county rural Central Illinois region and the Peoria-Pekin urbanized area. An HSTP Steering Committee was formed with representatives from the public, private nonprofit transportation human service providers and the public. The MPO staff coordinates the HSTP Steering Committee meetings and updates the HSTP documents.

Section 20019 of MAP-21 amended the Federal transit law by adding section 5326 to Chapter 53 of Title 49 of the United States Code. The provisions of this section require the Secretary of Transportation to establish and implement a national Transit Asset Management (TAM) which defines the term of State of Good Repair, requires that all Chapter 53 recipients and subrecipients develop a TAM Plan, establishes annual reporting requirements, and includes technical assistance (49 U.S.C. Section 5326(b)). As the primary transit provider, GPMTD was required to develop and adopt a (TAM) Plan and update that plan each year. GPMTD internally works with a representative from their Maintenance, Operations and Finance Departments to track, assess and preserve their transit assets. GPMTD finds the TAM plan to be a sound business tool for the region.

4.5.3 Findings

The FHWA/FTA Review Team finds Transit planning in compliance with the regulatory requirements. The Review Team also finds the TAM plan meets the requirements of 49 U.S.C. Section 5326.

Recommendations:

The review team recommends that the Tri-County Regional Planning Commission update the Heart of Illinois Human Services Transportation Plan. It is noted that since this review was conducted, the MPO has updated the Human Service Transportation Plan, and it was approved by the TCRPC. It is also recommended the Greater Peoria Mass Transit District publish their Transit Asset Management plan on their website.



The MPO has completed the updated HSTP plan document and it was approved at the February 1, 2023, Commission meeting. The GMPTD staff will add the TAM Plan to their website.

4.6 Transportation Improvement Program

4.6.1 Regulatory Basis

23 U.S.C. 134(c), (h) & (j) set forth requirements for the MPO to cooperatively develop a Transportation Improvement Program (TIP). Under 23 CFR 450.326, the TIP must meet the following requirements:

- Must cover at least a four-year horizon and be updated at least every four years.
- Surface transportation projects funded under Title 23 U.S.C. or Title 49 U.S.C., except as noted in the regulations, are required to be included in the TIP.
- List project description, cost, funding source, and identification of the agency responsible for carrying out each project.
- Projects need to be consistent with the adopted MTP.
- Must be fiscally constrained.
- The MPO must provide all interested parties with a reasonable opportunity to comment on the proposed TIP.

4.6.2 Current Status: The MPO has a TIP that documents the federally funded projects for Fiscal Years 2023-2026. It is updated on an annual basis, and it is fiscally constrained.

4.6.3 Findings: The TIP document is maintained, updated annually and amendments are added in a timely fashion as they are needed.

4.7 Public Participation

4.7.1 Regulatory Basis

Sections 134(i)(5), 134(j)(1)(B) of Title 23 and Section 5303(i)(5) and 5303(j)(1)(B) of Title 49, require a Metropolitan Planning Organization (MPO) to provide adequate opportunity for the public to participate in and comment on the products and planning processes of the MPO. The requirements for public involvement are detailed in 23 CFR 450.316(a) and (b), which require the MPO to develop and use a documented participation plan that includes explicit procedures and strategies to include the public and other interested parties in the transportation planning process.

Specific requirements include giving adequate and timely notice of opportunities to participate in or comment on transportation issues and processes, employing visualization techniques to describe metropolitan transportation plans and TIPs, making public information readily available in electronically accessible formats and means such as the world wide web, holding public meetings at convenient and accessible locations and times, demonstrating explicit consideration



and response to public input, and a periodically reviewing the effectiveness of the participation plan.

4.7.2 Current Status: The MPO updated both the Title VI Plan and the Public Participation Plan in 2021. Due to COVID, the public engagement processes have been modified to include various online platforms and virtual meetings. Some of the more unique public involvement activities have included:

- Purchase of equipment to support software to conduct virtual meetings.
- Developed a Monthly Newsletter that is distributed to over 1,200 subscribers via email.
- Visited high schools to encourage careers in planning.
- Regional presentations made to organizations such as Bradley University, Osher Lifelong Learning Institute, and the Rotary Club of Peoria.

4.7.3 Findings

Commendation: The MPO seeks innovative ways to engage with the public, including the use of Twitter, Facebook, YouTube, and LinkedIn pages that are maintained and periodically updated.

Recommendation: It is recommended that the MPO track the number of public engagements over time to help evaluate the effectiveness of their public outreach methods.

The MPO will track the number of public engagements over time and use this information to determine and reflect effectiveness methods in updated Public Participation Plans.

4.8 Civil Rights (Title VI, EJ, LEP, ADA)

4.8.1 Regulatory Basis

Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 U.S.C. 2000d states that “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.” In addition to Title VI, there are other Nondiscrimination statutes that afford legal protection. These statutes include the following: Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 U.S.C. 324), Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act (ADA) of 1990. ADA specifies that programs and activities funded with Federal dollars are prohibited from discrimination based on disability.

Executive Order #12898 (Environmental Justice) directs Federal agencies to develop strategies to address disproportionately high and adverse human health or environmental effects of their programs on minority and low-income populations. In compliance with this Executive Order, USDOT and FHWA issued orders to establish policies and procedures for addressing environmental justice in minority and low-income populations. The planning regulations, at 23



CFR 450.316(a)(1)(vii), require that the needs of those “traditionally underserved” by existing transportation systems, such as low-income and/or minority households, be sought out and considered.

Executive Order # 13166 (Limited-English-Proficiency) requires agencies to ensure that limited English proficiency persons can meaningfully access the services provided consistent with and without unduly burdening the fundamental mission of each Federal agency.

4.8.2 Current Status: The MPO has an adopted Title VI policy that was updated in 2021, highlighting environmental justice and limited English proficiency considerations. There have not been any Title VI or ADA complaints since the last certification review was conducted.

4.8.3 Findings: The MPO has been involved in several activities that have addressed Environmental Justice in the Tri-County area including focus on underrepresented communities and ADA accessibility and transit availability throughout the Region.

Commendations:

- 1) The MPO worked on the 2020 Census data collection and worked with many organizations to host a meaningful Census event that took place in an underrepresented part of the City of Peoria. They provided food and backpacks while aiding residents in completing the Census forms.
- 2) The MPO prioritized marginalized communities when assessing the transit 5310 funding applications.
- 3) Staff also helped prepare two grant applications to improve low-income housing in Peoria Heights.
- 4) Additionally, ADA sidewalk surveys were done in East Peoria, Hanna City, Delevan, and Bartonville.
- 5) The MPO is working with MPO members to identify funding to improve ADA accessibility elements at bus stops and gaps in sidewalks. They are also coordinating efforts with the Mass Transit provider to temporarily extend paratransit services to Washington.

4.9 Consultation and Coordination

4.9.1 Regulatory Basis

23 U.S.C. 134(g) & (i)(5)-(6) and 23 CFR 450.316(b-e) set forth requirements for consultation in developing the MTP and TIP. Consultation is also addressed specifically in connection with the MTP in 23 CFR 450.324(g)(1-2) and in 23 CFR 450.324(f)(10) related to environmental mitigation.

In developing the MTP and TIP, the MPO shall, to the extent practicable, develop a documented process that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies as described below:

- Agencies and officials responsible for other planning activities (State, local, economic development, environmental protection, airport operations, or freight)



- Other providers of transportation services
- Indian Tribal Government(s)
- Federal land management agencies

4.9.2 Current Status: The MPO works closely with the State DOT, mass transit provider and local members as they develop the MTP, TIP and UPWP.

4.9.3 Findings: The MPO timely prepares all required documents and works closely with the member Agencies as they develop the documents.

4.10 List of Obligated Projects

4.10.1 Regulatory Basis

23 U.S.C. 134(j)(7) and 23 CFR 450.334 requires that the State, the MPO, and public transportation operators cooperatively develop a listing of projects for which Federal funds under 23 U.S.C. or 49 U.S.C. Chapter 53 have been obligated in the previous year. The listing must include all federally funded projects authorized or revised to increase obligations in the preceding program year and, at a minimum, the following for each project:

- The amount of funds requested in the TIP
- Federal funding obligated during the preceding year
- Federal funding remaining and available for subsequent years
- Sufficient description to identify the project
- Identification of the agencies responsible for carrying out the project

4.10.2 Current Status: The MPO prepares the Listing of Federally Obligated projects on an annual basis.

4.10.3 Findings: The listing of projects is shared with the Technical and Policy Committee members to show where Federal funds have been spent locally in the prior fiscal year.

4.11 Freight Planning

4.11.1 Regulatory Basis

The MAP-21 established in 23 U.S.C. 167 a policy to improve the condition and performance of the national freight network and achieve goals related to economic competitiveness and efficiency; congestion; productivity; safety, security, and resilience of freight movement; infrastructure condition; use of advanced technology; performance, innovation, competition, and accountability, while reducing environmental impacts.

In addition, 23 U.S.C. 134 and 23 CFR 450.306 specifically identify the need to address freight movement as part of the metropolitan transportation planning process.



4.11.2 Current Status: The MPO serves on the Illinois State Freight Advisory Committee. They have also served on the Steering Committee for the IDOT sponsored Illinois Marine Transportation System Plan and Economic Development and are active with the local waterway transportation system planning.

4.11.3 Findings

Recommendation: The MPO should continue to remain engaged in Freight Planning in the Region.

The MPO Planning Program Manager collaborates on Freight Planning in the Region.

4.12 Environmental Mitigation/Planning Environmental Linkage

4.12.1 Regulatory Basis

23 U.S.C. 134(i)(2)(D) 23 CFR 450.324(f)(10) requires environmental mitigation be set forth in connection with the MTP. The MTP is required to include a discussion of types of potential environmental mitigation activities for the transportation improvements and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan.

23 U.S.C. 168 and Appendix A to 23 CFR Part 450 provide for linking the transportation planning and the National Environmental Policy Act (NEPA) processes. A Planning and Environmental Linkages (PEL) study can incorporate the initial phases of NEPA through the consideration of natural, physical, and social effects, coordination with environmental resource agencies, and public involvement. This will allow the analysis in the PEL study to be referenced in the subsequent NEPA document once the project is initiated, saving time and money with project implementation.

4.12.2 Current Status: The MPO is aware of environmental mitigation and Planning and Environmental Linkages (PEL).

4.12.3 Findings: There are not any PEL projects underway currently.

4.13 Transportation Safety

4.13.1 Regulatory Basis

23 U.S.C. 134(h)(1)(B) requires MPOs to consider safety as one of ten planning factors. As stated in 23 CFR 450.306(a)(2), the planning process needs to consider and implement projects, strategies, and services that will increase the safety of the transportation system for motorized and non-motorized users.

In addition, SAFETEA-LU established a core safety program called the Highway Safety Improvement Program (HSIP) (23 U.S.C. 148), which introduced a mandate for states to have Strategic Highway Safety Plans (SHSPs). 23 CFR 450.306 (d) requires the metropolitan



transportation planning process should be consistent with the SHSP, and other transit safety and security planning.

4.13.2 Current Status: The MPO has accepted the state targets for the Safety Performance Measures, including the goals for reducing fatalities and serious personal injury crashes.

4.13.3 Findings: The MPO is working towards putting together an application for the Safe Streets and Roads for All discretionary program for development of a safety action plan. If they are successful in receiving that funding, during a future funding round they can apply for project implementation funding.

Recommendation: The MPO may want to consider reviving the Local Safety Committee as they work towards helping to make the region safer using a multi-disciplinary group to identify safety opportunities.

The MPO Technical Committee has discussed establishing a Safety Committee for the region.

Commendation: The MPO is taking a leadership role to coordinate with local Agencies in applying for the Safe Streets and Roads for All grant to develop a safety action plan.

The MPO was recently notified that they were successful in being awarded \$400,000 in Federal funding to develop a regional Comprehensive Safety Action Plan for the region.

4.14 Transportation Security Planning

4.14.1 Regulatory Basis

23 U.S.C. 134(h)(1)(C) requires MPOs to consider security as one of ten planning factors. As stated in 23 CFR 450.306(a)(3), the Metropolitan Transportation Planning process provides for consideration of security of the transportation system.

The regulations state that the degree and consideration of security should be based on the scale and complexity of many different local issues. Under 23 CFR 450.324(h), the MTP should include emergency relief and disaster preparedness plans and strategies and policies that support homeland security, as appropriate.

4.14.2 Current Status

4.14.3 Findings

The review team finds that the MPO meets the requirements of 23 U.S.C. 134(h)(1)(C) and 23 CFR 450.306(a)(3).



4.15 Nonmotorized Planning/Livability

4.15.1 Regulatory Basis

23 U.S.C. 217(g) states that bicyclists and pedestrians shall be given due consideration in the comprehensive transportation plans developed by each MPO under 23 U.S.C. 134. Bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities.

23 CFR 450.306 sets forth the requirement that the scope of the metropolitan planning process "will increase the safety for motorized and non-motorized users; increase the security of the transportation system for motorized and non-motorized users; and protect and enhance the environment, promote energy conservation, improve the quality of life."

4.15.2 Current Status: The MPO completed the Heart of Illinois Regional Bike Plan in 2017, which will be updated in Fiscal Year 2023. They have provided technical support and advocacy for multiple rail initiatives from 2020-2022 including the Hanna City Trail Steering Committee, East Peoria Riverfront Trail planning project, Peoria Heights trailhead application, and other trail initiatives in Chillicothe, Metamora, and Germantown Hills. They have provided support and advocacy for the inclusion of a multi-use path on the new McCluggage Bridge project. In 2021 the MPO also assisted the Walkability Institute and other regional groups in putting together a Complete Streets Pop-Up event to educate the community about complete streets.

4.15.3 Findings: The MPO has conducted a significant amount of transportation planning and coordination for non-motorized users and meets the requirements under 23 CFR 450.306.

Commendation: The MPO is taking a leadership role in bike and pedestrian planning in the region, as well as coordinating the Safe Streets & Roads for All Safety Plan competitive grant program application for the benefit of their local Agencies.

4.16 Integration of Land Use and Transportation

4.16.1 Regulatory Basis

23 U.S.C. 134(g)(3) encourages MPOs to consult with officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements) or to coordinate its planning process, to the maximum extent practicable, with such planning activities.

23 U.S.C. 134 (h)(1)(E) and 23 CFR 450.306(a)(5) set forth requirements for the MPO Plan to protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.

4.16.2 Current Status: The MPO works with economic development organizations including The Greater Peoria Economic Development Council and the Central Illinois Economic



Development District. They have also addressed local environmental issues, including sedimentation, and dredging and erosion and runoff in the region.

4.16.3 Findings: The MPO is engaged in regional issues related to land use and transportation.

4.17 Travel Demand Forecasting

4.17.1 Regulatory Basis

23 CFR 450.324(f)(1) requires that the Metropolitan Transportation Plan include the projected transportation demand of persons and goods in the Metropolitan Planning Area over the period of the transportation plan. Travel demand forecasting models are used in the planning process to identify deficiencies in future year transportation systems and evaluate the impacts of alternative transportation investments. In air quality non-attainment and maintenance areas, they are also used to estimate regional vehicle activity for use in mobile source emission models that support air quality conformity determinations.

4.17.2 Current Status: The MPO uses the Travel Demand Model in long-range planning and project selection. They are currently in the process of converting to an activity-based model for greater effectiveness and efficiency.

4.17.3 Findings: The MPO has a Travel Demand Model in place and uses it for transportation planning decisions in the Region.

Commendation: The MPO makes the Travel Demand Modelling available to all their local Agencies as they consider improvements to the transportation network.

4.18 Air Quality

4.18.1 Regulatory Basis

The air quality provisions of the Clean Air Act (42 U.S.C. 7401) and the MPO provisions of Titles 23 and 49 require a planning process that integrates air quality and metropolitan transportation planning, such that transportation investments support clean air goals. Under 23 CFR 450.324(m), a conformity determination must be made on any updated or amended transportation plan in accordance with the Clean Air Act and the EPA transportation conformity regulations of 40 CFR Part 93. A conformity determination must also be made on any updated or amended TIP, per 23 CFR 450.326(a).



4.18.2 Current Status: The Tri-County region is in attainment for all criteria pollutants currently.

4.18.3 Findings: The MPO continues to regularly monitor air quality monitoring in the region.

Recommendation: The MPO should continue to monitor the air quality and any changes to the National Ambient Air Quality Standards that are proposed or made by the United States Environmental Protection Agency.

4.19 Congestion Management Process / Management and Operations

4.19.1 Regulatory Basis

23 U.S.C. 134(k)(3) and 23 CFR 450.322 set forth requirements for the congestion management process (CMP) in TMAs. The CMP is a systematic approach for managing congestion through a process that provides for a safe and effective integrated management and operation of the multimodal transportation system. TMAs designated as non-attainment for ozone must also provide an analysis of the need for additional capacity for a proposed improvement over travel demand reduction, and operational management strategies.

23 CFR 450.324(f)(5) requires the MTP include Management and Operations (M&O) of the transportation network as an integrated, multimodal approach to optimize the performance of the existing transportation infrastructure. Effective M&O strategies include measurable regional operations goals and objectives and specific performance measures to optimize system performance.

4.19.2 Current Status: The most recently adopted Congestion Management Plan for the Tri-County MPO region was completed in July 2011. The MPO was updating the CMP at the time of the review's site visit.

4.19.3 Findings: The MPO updated their Congestion Management Plan, and it was adopted on August 3, 2022. The Plan is in compliance with Federal requirements.

Recommendation: It is recommended that the MPO periodically monitor the congestion mitigation strategies that were identified in the CMP to determine where operational improvements and enhancements can be made in the Region.

The MPO adopted the most recent CMP August 3, 2022, and the staff will monitor the strategies that are identified in the plan.



5.0 CONCLUSION AND RECOMMENDATIONS

The FHWA and FTA review found that the metropolitan transportation planning process conducted in the Tri-County Regional Planning Commissions MPO area meets Federal planning requirements.

5.1 Commendations

The following are noteworthy practices that the Tri-County Regional Planning Commission MPO is doing well in the transportation planning process:

- 1) The MPO provides funding for the local Agencies to conduct meaningful transportation planning studies. This is a best practice for transportation planning in the Region and the State of Illinois.
- 2) The MPO seeks innovative ways to engage with the public, including the use of Twitter, Facebook, YouTube, and LinkedIn pages that are maintained and periodically updated.
- 3) The MPO conducts several activities related to Title VI, Environmental Justice, Housing and Americans with Disabilities, including:
 - a. The MPO worked on the 2020 Census data collection and worked with many organizations to host a meaningful Census event that took place in an underrepresented part of the City of Peoria. They provided food and backpacks while aiding residents in completing the Census forms.
 - b. The MPO prioritized marginalized communities when assessing the transit 5310 funding applications.
 - c. Staff helped prepare two grant applications to improve low-income housing in Peoria Heights.
 - d. ADA sidewalk surveys were completed in East Peoria, Hanna City, Delevan, and Bartonville.
 - e. The MPO is working with MPO members to identify funding to improve ADA accessibility elements at bus stops and gaps in sidewalks. They are also coordinating efforts with GPMTD to temporarily extend paratransit services to Washington.
- 4) The MPO is taking a leadership role in bike and pedestrian planning in the region, as well as coordinating the Safe Streets & Roads for All Safety Plan competitive grant program application for the benefit of their local Agencies.
- 5) The MPO makes the Travel Demand Modeling available to all their local Agencies as they consider improvements to the transportation network.

5.2 Recommendations

The following are recommendations that could improve the transportation planning process:



- 1) The MPO should periodically review the membership of the Policy and the Technical Committees to ensure that the voting members routinely participate in the MPO meetings. Any MPO members who do not attend meetings can affect quorum for the MPO. The existing Memorandum of Agreement should also be revisited from time to time to determine if it should be updated to reflect the changes in how the MPO functions. The Cooperative Agreement between the Commission, City Link, East Peoria Mass Transit District, and the State of Illinois should be revised as the Tri-County Planning Commission is officially the MPO.
- 2) The MPO should conduct an analysis of the goals and objectives that were identified in the latest Metropolitan Transportation Plan on an annual basis and share results with the Technical and Policy Committee members. A visual dashboard concept could identify which objectives are making progress, which are neutral and those areas where progress is not currently being made. Response: The MPO will evaluate the goals annually and share the results.
- 3) The Tri-County Regional Planning Commission should update the Heart of Illinois Human Services Transportation Plan. It is noted that since the site visit was conducted, the MPO has updated the Human Services Transportation Plan, and it was approved by the TCRPC. It is also recommended the Greater Peoria Mass Transit District publish their Transit Asset Management plan on their website. Response: the MPO has updated the HSTP.
- 4) The MPO should track the number of public engagements over time to help evaluate the effectiveness of their public outreach efforts. Response: The MPO will track public engagements and use the information for evaluation and updating the Public Participation Plan,
- 5) The MPO should continue to remain engaged in Freight Planning in the Region. Response: The MPO continues to be engaged with Freight Planning in the region.
- 6) The MPO may want to consider reviving the Local Safety Committee as they work towards helping to improve safety within the region using a multi-disciplinary group to identify safety opportunities. Response: The MPO is considering the establishment of a Local Safety Committee.
- 7) The MPO should continue to monitor the air quality and any changes to the National Ambient Air Quality Standards that are proposed or made by the United States Environmental Protection Agency. Response: The MPO continues to monitor the air quality in the Region.
- 8) The MPO members should be involved in the ongoing implementation of the Congestion Management Process. It is also recommended that the MPO periodically monitor the congestion mitigation strategies that were identified in the CMP to determine and assess where operational improvements and enhancements can be made in the Region. Response: The Congestion Management Process was updated and adopted by the Commission.



APPENDIX A - PARTICIPANTS

The following individuals were involved in the Tri-County Regional Planning Commission MPO urbanized area on-site review:

Betsy Tracy, FHWA Illinois Division

Jon-Paul Kohler, FHWA Illinois Division

John Donovan, FHWA Illinois Division

Cecilia Crenshaw, FTA Region 5

Marjorie Hughes, FTA Region 5

Russell Flincham, FTA Region 5

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Eric Miller, Executive Director, Tri-County Regional Planning Commission MPO

Mike Henrichsen, Tri-County Regional Planning Commission Chairman

Ray Lees, Tri-County Regional Planning Commission MPO

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Nick Standefer, Greater Peoria Mass Transit District



U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration

Shamra Robinson, Greater Peoria Mass Transit District



APPENDIX B – PUBLIC COMMENTS

No public comments were received.



APPENDIX C - LIST OF ACRONYMS

ADA: Americans with Disabilities Act
AMPO: Association of Metropolitan Planning Organizations
CAA: Clean Air Act
CFR: Code of Federal Regulations
CMP: Congestion Management Process
CO: Carbon Monoxide
DOT: Department of Transportation
EJ: Environmental Justice
FAST: Fixing America's Surface Transportation Act
FHWA: Federal Highway Administration
FTA: Federal Transit Administration
FY: Fiscal Year
HSIP: Highway Safety Improvement Program
ITS: Intelligent Transportation Systems
LEP: Limited-English-Proficiency
M&O: Management and Operations
MAP-21: Moving Ahead for Progress in the 21st Century
MPA: Metropolitan Planning Area
MPO: Metropolitan Planning Organization
MTP: Metropolitan Transportation Plan
NAAQS: National Ambient Air Quality Standards
NO₂: Nitrogen Dioxide
O₃: Ozone
PM₁₀ and PM_{2.5}: Particulate Matter
SHSP: Strategic Highway Safety Plan
STIP: State Transportation Improvement Program
TDM: Travel Demand Management
TIP: Transportation Improvement Program
TMA: Transportation Management Area
U.S.C.: United States Code
UPWP: Unified Planning Work Program
USDOT: United States Department of Transportation





Report prepared by:
FHWA Illinois Division
3250 Executive Park Drive
Springfield, IL 62703



MEMORANDUM

TO: Executive Board
FROM: Executive Director
SUBJECT: Safe Streets & Roads for All (SS4A) Local Match
DATE: March 20, 2023

Action needed:

Discussion and recommendation to Commission method for funding the Safe Streets & Roads for All (SS4A) \$100,000 local match.

Background:

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law or BIL, was signed into law by President Biden on November 15, 2021. The IIJA established the new Safe Streets and Roads for All (SS4A) discretionary program. The SS4A includes \$5 billion in appropriated funds over the next five years. Eligible activities include developing or updating a Comprehensive Safety Action Plan (CSAP), conducting supplemental planning activities for a CSAP, or implementing projects identified in a CSAP. To be eligible for an implementation project an agency needs a Federal Highway Administration (FHWA) approved CSAP.

On September 15, 2022, Tri-County Regional Planning Commission (TCRPC) submitted an application to the FHWA for a regionwide (Peoria, Tazewell, and Woodford counties) consultant-led Comprehensive Safety Action Plan. TCRPC received Notice of Award on January 31, 2023 for \$400,000 in federal funding. This funding requires \$100,000 in local match.

Local Match:

Staff has come up with two options for the Executive Board to consider for funding the required \$100,000 local match.

Option 1

Program \$100,000 of the \$233,815.73 FY 2024 Unified Planning Work Program (UPWP) Non-Federal Match. TCRPC is using IDOT State Planning Funds for match in FY 2024. This method would need to edit Resolution 23-61 Motion, add the following Whereas, and edit the Resolved clauses for adopting the FY 2024 UPWP.

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM, ~~AND~~ AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION, AND PROGRAM \$100,000 FOR THE SS4A NON-FEDERAL COST SHARE.

WHEREAS, the Commission is programming \$100,000 of the \$233,816 pot of FY 2024 local funding for the non-federal match requirement for the Safe Streets and Roads for All (SS4A) grant to develop a Comprehensive Safety Action Plan (CSAP) for the Tri-County region, and

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

The Tri-County Regional Planning Commission hereby adopts the FY 2024 Unified Planning Work Program for the period of July 1, 2023 to June 30, 2024, ~~and~~ authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding, and programs \$100,000 of MPO Membership Dues for matching the Safe Streets and Roads for All (SS4A) non-federal cost share.

Option 2

Utilize the same method as the Joint Funding Agreement for the MPO. This option would require a special funding agreement separate from the FY 2024 Joint Funding Agreement. Below is an overview of each MPO Jurisdiction match requirement.

MPO Community	FY 2024 UPWP Match	%	SS4A Cost Share
Peoria County	\$50,550	21.62%	\$21,619.59
Tazewell County	\$40,379	17.27%	\$17,269.58
Woodford County	\$13,997	5.99%	\$5,986.34
Bartonville, Village of	\$3,359	1.44%	\$1,436.60
Chillicothe, City of	\$3,237	1.38%	\$1,384.42
Creve Coeur, Village of	\$2,819	1.21%	\$1,205.65
East Peoria, City of	\$12,282	5.25%	\$5,252.86
Germantown Hills, Village of	\$1,819	0.78%	\$777.96
Morton, Village of	\$8,741	3.74%	\$3,738.41
Pekin, City of	\$17,752	7.59%	\$7,592.30
Peoria Heights, Village of	\$3,230	1.38%	\$1,381.43
Peoria, City of	\$60,720	25.97%	\$25,969.17
Washington, City of	\$8,715	3.73%	\$3,727.29
West Peoria, City of	\$2,416	1.03%	\$1,033.29
CityLink	\$3,800	1.63%	\$1,625.21
Local Match	\$233,816		\$100,000

TRI-COUNTY REGIONAL PLANNING COMMISSION (TCRPC)

Unified Planning Work Program (UPWP) - DRAFT

FISCAL YEAR 2024

JULY 1, 2023 – JUNE 30, 2024

Unified Planning Work Program (UPWP)

for

Fiscal Year 2024

July 1, 2023, through June 30, 2024

Prepared by

Tri-County Regional Planning Commission (TCRPC)

in cooperation with

Illinois Department of Transportation (IDOT)

Federal Highway Administration (FHWA)

Federal Transit Administration (FTA)

Approved by the Commission on April 5, 2023

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TRI-COUNTY MEMBERSHIP AND STAFF

Commission

Peoria County

Andrew Rand*
Don White – Chair*

Tazewell County

Russ Crawford*
Greg Menold*

Woodford County

Autumn Jones*
Chuck Nagel*

Village of Bartonville

Leon Ricca

City of Chillicothe

Mike Hughes

Village of Creve Coeur

Ron Talbot

City of East Peoria

John Kahl

Village of Germantown Hills

Ann Sasso

Village of Morton

Nate Parrott

City of Pekin

Mark Luft

City of Peoria

Rita Ali*
Patrick Ulrich
Rick Powers

Village of Peoria Heights

Mike Phelan

City of Washington

Gary Manier

City of West Peoria

James Dillon

CityLink

Don Knox

IDOT

Karen Dvorsky

*Executive Board

Technical Committee

Peoria County

Amy Benecke-McLaren
Jeff Gilles

Tazewell County

Dan Parr
Paul Augspurger

Woodford County

Conrad Moore

Village of Bartonville

Patrick Meyer

City of Chillicothe

Kenneth Coulter

Village of Creve Coeur

Terry Koegel

City of East Peoria

Ric Semonski

Village of Germantown Hills

Rich Brecklin

Village of Morton

Craig Loudermilk

City of Pekin

Josie Esker

City of Peoria

Andrea Klopfenstein
Paola Mendez
Alyssa McCain

Village of Peoria Heights

Chris Chandler

City of Washington

Dennis Carr

City of West Peoria

Kinga Krider – Chair

CityLink

Nick Standefer

IDOT

Terrisa Worsfold

MAAP

Gene Olson

TCRPC

Eric Miller

TCRPC Staff

Eric Miller

Executive Director

Ray Lees

Planning Program Manager

Debbie Ulrich

Office Manager

Rebecca Eisele

Accountant

Reema Abi-Akar

Senior Planner

Michael Bruner

Senior Planner

Debbi La Rue

Planner III

Britney West

GIS Specialist III

Gabriel Guevara

Planner I

Logan Chapman

GIS Specialist I

Anthony Baumann

Planning Intern

Updated on March 2023

INTRODUCTION

The Unified Planning Work Program (UPWP) identifies the funds and activities to be conducted by the Peoria-Pekin Urbanized Area Metropolitan Planning Organization (MPO) during Fiscal Year 2024, the period of July 1, 2023 to June 30, 2024. The UPWP coordinates planning related to highways, transit, and other transportation modes. MPO staff develops the UPWP with direction from the Tri-County Regional Planning Commission governing board, known as the Commission, the MPO Technical Committee, the Greater Peoria Mass Transit District (CityLink), and the Illinois Department of Transportation (IDOT).

The MPO

The Tri-County Regional Planning Commission (TCRPC) is recognized as the MPO for the Peoria-Pekin Urbanized Area. As the MPO, TCRPC provides technical and policy level decision-making leadership for transportation planning and programming within the Urbanized Area and the 20-Year Metropolitan Planning Boundary.

MPO Organization and Duties

The MPO is comprised of two boards: the Commission and Technical Committee.

The Commission directs the transportation planning activities of the urbanized area. The Commission is responsible for adopting and implementing policies and plans to meet federal guidelines, including but not limited to the Long-Range Transportation Plan, the Transportation Improvement Program, and the annual Unified Planning Work Program. It is comprised of elected leaders and senior administrators of the urbanized area's major jurisdictions.

The Technical Committee provides technical expertise to the planning process under the direction of the Commission. The Technical Committee prepares, reviews, and recommends actions to the Commission for their approval. The Technical Committee is composed of staff from the urbanized area's jurisdictions.

FUNDING AND WORK ELEMENTS

TCRPC actively monitors both the development and the implementation of the UPWP. Annual development and periodic updates of the UPWP ensure that the planning work detailed inside (1) is in keeping with Federal and State requirements, (2) addresses the region's transportation needs, and (3) is performed in a cost-effective manner.

PL Funding

The UPWP includes federal funding for transportation planning provided by FHWA Section 5305(d) and FTA Section 5305(e), along with the local match typically provided by the MPO member communities. Together, FHWA funds and FTA funds make up MPO PL funding for FY24. Additionally, IDOT is dispersing previously unspent PL funding to all MPOs in the State of Illinois. This additional PL distribution is categorized below as provisional funds. The total amount of funding available for FY24 is:

Description	Total
PL Funds	\$842,714.28
Provisional Funds	\$92,548.64
Required Match	\$233,815.73
Total	\$1,169,078.65

FY 2023 Accomplishments

The primary accomplishments of the MPO in FY 2023 included:

- Worked with municipalities, counties, and IDOT to process amendments to the FY2023-2026 TIP
- Programmed FY 2025 and 2026 Surface Transportation Block Grant projects
- Programmed FY 2021, 2022, and 2023 Transportation Alternative projects
- Continued to utilize Travel Demand Modeling (TDM) capabilities to serve the region
- Continued to work with the Human Services Transportation Plan Committee to coordinate transportation needs in the urbanized area
- Updated the Human Services Transportation Plan (HSTP) 2022
- Continued the Regional Server Partnership, which provided local government organizations with a low-cost location to store and disseminate spatial (GIS) data
- Hosted internet mapping sites that allow internal and external (public) access to organizational data
- Continued implementation of the Long-Range Transportation Plan 2020-2045
- Amended the Long-Range Transportation Plan 2020-2045
- Developed a regional project prioritization process
- Reviewed the FHWA guidance on public participation and updated our Public Participation Plan accordingly
- Participate in DEI and Social Determinants of Health regional initiatives
- Participate in public outreach activities
- Continued implementation of *BikeConnect HOI: Heart of Illinois Regional Bicycle Plan*
- Started the process to update and convert the *BikeConnect HOI: Heart of Illinois Regional Bicycle Plan* to an Active Transportation Plan

- Planned for Regional Active Transportation Event
- Oversaw special transportation planning studies, performed by consultants:
 - East Peoria Stormwater Management Plan
 - Chillicothe Trail Master Plan
 - Pekin Bicycle and Pedestrian Master Plan
 - Peoria Intersection Safety Study at Sterling Avenue and Forrest Hill
 - Traffic Detour Impact Study for Allen Road from War Memorial Drive to Northmoor Road
- Coordinated the usage of regional pavement data through software analysis
- Monitored ground level ozone statistics and followed USEPA revisions to regulations
- Performed asset management for Village of Peoria Heights, Village of Bartonville, City of East Peoria, City of West Peoria, Village of Hanna City, and other communities as needed
- Completed sidewalk and ramp inventory for the Village of Bartonville
- Worked with Tazewell County, IDOT, and participating jurisdictions on getting HSIP guardrail project moving and under contract for preliminary engineering
- Researched and adopted Statewide performance measure targets
- Presented transportation-related topics for nationwide, statewide, and regional conferences and student populations
- Updated Commission/MPO website
- Submitted applications for IDOT Statewide Planning and Research Funds
- Administered and completed NEPA for FTA Section 5310 funded projects
- Applied for and received FTA Section 5310 funding to provide transit and paratransit services in the urbanized area
- Updated FTA Section 5310 Program Management Plan
- Applied for and received FFY 2022 Safe Streets and Roads for All (SS4A) funding for Comprehensive Safety Action Plan for Peoria, Tazewell, and Woodford counties
- Analyzed 2020 census redistricting data
- Participated in the regional Passenger Rail Initiative
- Participated in Illinois Freight Plan development
- Coordinated with local and regional stakeholders in the restructuring of the Heart of Illinois Regional Port District – Master Planning
- Keep attuned to the Connected and Autonomous Vehicles Policy and Design Guidelines – IDOT ICT
- Participated in Walkability Action Institute steering committee
- Coordinated regional Statewide Planning and Research (SPR) grant applications
- Reviewed and implemented the FHWA/FTA certification report

Work Program

In FY 2024, the MPO will undertake specific transportation planning tasks in four major categories:

Task 1: Management and Administration

Task 2: Data Development and Maintenance

Task 3: Long Range Planning

Task 4: Short Range Planning

This Work Program was developed using the ten Planning Factors found at 23 CFR 450.306.

The Planning Factor or Factors addressed by each Task on the following pages are indicated in parentheses after the Task Description. The Planning Factors are identified by their two-letter abbreviations.

Planning Factor	Abbreviation
Support Economic Vitality of the Metropolitan Area	EV
Increase Transportation System Safety for Motorized and Non-Motorized Users	SS
Increase Transportation System Security for Motorized and Non-Motorized Users	TS
Increase Accessibility and Mobility of People and Freight	AM
Protect and Enhance the Environment	EE
Enhance the Connectivity and Integration Between Modes	CI
Promote Efficient System Management and Operation	MO
Emphasize the Preservation of the Existing System	PE
Improve the Resiliency and Reliability of the Transportation System and Reduce or Mitigate Stormwater Impacts of Surface Transportation	RR
Enhance Travel and Tourism	ET

Ladders of Opportunity

FTA established the Ladders of Opportunity program to expand transit service for the purpose of connecting disadvantaged and low-income individuals, veterans, seniors, youths, and others with local workforce training, employment centers, health care, and other vital services. The program goals are:

- **Enhancing access to work** for individuals lacking ready access to transportation, especially in low-income communities
- **Supporting economic opportunities** by offering transit access to employment centers, educational and training opportunities, and other basic needs
- **Supporting partnerships and coordinated planning** among state and local governments and social, human service, and transportation providers to improve coordinated planning and delivery of workforce development, training, education, and basic services to veterans, seniors, youths, and other disadvantaged populations

The Tri-County Regional Planning Commission has embraced these goals and will continue to do so. In the past, TCRPC was the Designated Recipient for Job Access Reverse Commute (JARC) funds and New Freedom funds in the urbanized area. TCRPC is currently the co-designated recipient, along with IDOT's Office of Intermodal Project Implementation (OIPI), for FTA Section 5310 funds.

Tasks included in this UPWP that address the goals of the Ladders of Opportunity Program are:

- Implement the Human Service Transportation Plan (HSTP) for the urbanized area
- Update the Human Service Transportation Plan (HSTP)
- Continued implementation of the Gray Area Mobility Enhancement and Expansion Study
- Programmed FY 2021, FY 2022, FY 2023 and COVID Supplemental FTA 5310 funds based on the goals of the HSTP
- Provided planning and technical support to transit and para-transit providers

IDOT State Planning Funds

The UPWP also includes state funding for transportation planning provided by IDOT, known as State Planning Funds. These funds are meant to supplement the MPO's federal transportation funds, helping the MPO to fulfill its transportation planning obligations. State Planning funds do not require match, and they may be used as match for Metropolitan Planning (PL) funds and Statewide Planning and Research (SPR) funds. The total funding available for FY24 is estimated to be **\$233,815.73**.

Recently TCRPC has utilized State Planning Funds to create regional plans, engage consultants for special studies, and as a match for transportation grants. These activities are recorded in the annual UPWP. For FY 2023, TCRPC will utilize this available state resources to match PL funds.

Activity	Total
Match for PL funds FY 2024	\$233,815.73
Total	\$233,815.73

TASK 1: MANAGEMENT AND ADMINISTRATION

TCRPC must ensure that the transportation process is conducted in conformity with applicable federal and state regulations. The Tri-County Regional Planning Commission governing board, known as the Full Commission, oversees the transportation planning process and makes final decisions on the activities of Peoria-Pekin Urbanized Area MPO.

Previous Work

- Organized and provided support for MPO Technical Committee and Full Commission meetings
- Prepared monthly status reports for Full Commission
- Prepare quarterly financial and progress reports (BoBS Reports) for grants through IDOT
- Prepared quarterly financial and progress reports for federal grants through FTA
- Maintained MPO database of media, consultants, and state and local officials
- Recruited and hired TCRPC staff as needed
- Recruited and hired interns to collect data and do research as needed
- Developed materials and information to support decisions by MPO committees
- Purchased and upgraded software (including GIS) in support of planning activities
- Purchased and upgraded computer equipment to enhance transportation planning activities
- Maintained TCRPC's website
- Prepared grant applications for federal and state funding
- Prepared Indirect Cost Rate Proposal
- Maintained financial management system
- Processed invoices and payroll
- Contracted for Annual Compliance Audit
- Administered Personnel, Affirmative Action, EEO Programs, and other agency policies
- Registered with GATA, completed the required questionnaire, and ensured compliance

Objectives

Peoria-Pekin Urbanized Area MPO must conduct federal and state mandated program administration requirements by supporting the functions of the Full Commission (Policy board) and Technical Committees and any subcommittees in carrying out the transportation planning process. Specific objectives are:

- To establish administrative procedures for the organization of the planning process
- To coordinate the planning activities of the MPO with other transportation agencies
- To ensure that the transportation process is conducted in conformity with applicable federal and state regulations
- To maintain accounting records in conformity with applicable federal and state regulations

Products and Staff Activities

(These Activities Support All Ten Planning Factors)

- Prepare monthly and annual financial and performance reports for the transportation planning program
- Amend, if necessary, the FY24 UPWP
- Develop the FY25 UPWP

- Provide staff support for MPO Technical Committee and Full Commission
- Provide staff support for Human Service Transportation Plan – Urban Subcommittee
- Administer (provide quarterly reports, process invoices, etc.) Section 5310 projects that have not been closed out
- Recruit and hire new MPO personnel (if necessary) and prepare employee evaluations
- Administer the Personnel, Affirmative Action, EEO Program, Title VI, and other agency policies
- Serve as a liaison between local governments and state and federal agencies
- Provide general program management and supervisory functions
- Monitor the UPWP budget
- Administer requests for proposals/qualifications and consultant selection for special studies
- Perform an audit of the FY22 Financial Statements of TCRPC
- Purchase software and hardware to support transportation planning functions
- Support Full Commission and MPO Technical Committee with agendas, minutes, and reports
- Maintain technical and professional subscriptions and association membership dues
- Maintain and update MPO information on the TCRPC website
- Organize meetings and public hearings as necessary
- Form and administer advisory committees as necessary
- Participate in local, state and federal conferences, meetings, seminars, and training programs related to transportation
- Develop the Annual Listing of Federally Obligated Projects
- Implement objectives of the updated Public Participation Plan
- Maintain the monthly newsletter outreach

Task 1 Budget

Description	Total
PL Funding	\$327,342.02
State Planning Funds	\$81,835.51
Total	\$409,177.53

All work will be performed by staff, except the financial audit, which will be performed by an independent auditor.

TASK 2: DATA DEVELOPMENT AND MAINTENANCE

Objective

Information is crucial to the planning process. This Task has been established to gather, maintain, and disseminate social, economic, and transportation data in an efficient and logical manner. Surveillance and database management activities have been integral aspects of the transportation planning process since the initial MPO plan was completed in 1970. The effective maintenance of these activities provides the basis from which all transportation planning and policies will evolve in the future.

These work elements define the areas of concentration for database development, information collection, and information dissemination. Maintaining and building an effective comprehensive planning database and network is the focus for this element of the UPWP.

Products and Staff Activities

- Coordinate activities for a comprehensive region-wide land use, demographic, economic and transportation database for analyzing trends in the long-range planning process **EV**
- Coordinate and collaborate with regional and local entities to provide requested transportation data/information **SS, MO**
- Continue a process designed to lead to the development of a regional GIS capability **MO**
- Continue in structuring, expanding, updating, and maintaining transportation data layers in a Geographic Information System (GIS) **MO**
- Lead and assist communities in developing GIS transportation applications that will benefit the region at large, including asset inventories and management tools **MO, RR**
- Coordinate with IDOT and other state agencies on statewide GIS development **MO**
- Ensure that the Urbanized Area boundary and Planning Boundary remain accurate **MO**
- Continue to use the Travel Demand Model (TDM) to project future transportation volumes for proposed surface transportation improvements **MO, PE**
- Update the TDM with current ADT information and signal timing information **MO, SS, EE**
- Develop or acquire regional land use projections for TDM **MO, PE**
- Continue the Regional Server Partnership which provides local government organizations with a low-cost location to store and disseminate spatial (GIS) data **MO**
- Continue to host internet mapping sites that allow both internal and external (public) access to organizational data **MO, RR**
- Administer regional pavement management system for MPO members **SS, TS, MO, PE, RR**
- Coordinate with consultant on activity-based travel demand model **MO, PE**

Task 2 Budget

Description	Total
PL Funds	\$140,289.44
State Planning Funds	\$35,072.36
Total	\$175,361.80

All work will be performed by staff, except for TDM, which will be performed by a consultant.

TASK 3: LONG RANGE PLANNING

Objective

Manage and support a planning process that incorporates an appropriate level of involvement and understanding by local governmental agencies, special interests, and the general citizenry in the activities and policies associated with the continuing, comprehensive, and coordinated (3-C) local transportation planning process.

Products and Staff Activities

- Implement the FY 2020-2045 Metropolitan Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
- Starting to update the FY 2025-2050 Metropolitan Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
- Update the *BikeConnect HOI: Heart of Illinois Regional Bicycle Plan* **EV, SS, TS, AM, EE, CI**
- Monitor and update Performance Management targets and programming as required by MAP-21/FAST Act **SS, TS, MO, PE**
- Update Safety Performance Measures **SS, TS, MO, PE, RR**
- Update Road/Bridge Condition Performance Measures **SS, TS, MO, PE, RR**
- Update System Performance/Freight/CMAQ Measures **EV, AM, CI**
- Update Transit Asset Management Measures **MO**
- Continue non-motorized transportation planning, including bike/ped traffic counts, trail plans in small communities **AM, CI**
- Coordinate with the Greater Peoria Economic Development Council on transportation elements of the Comprehensive Economic Development Strategy (CEDS), a requirement of the Economic Development Administration (EDA) **EV**
- Work with local agencies to develop policies that apply storm water management best practices to transportation projects **EE, RR**
- Organize seminars regarding the future of various transportation modes in the region **MO**
- Implement the Human Service Transportation Plan (HSTP) for the Urbanized Area **AM**
- Promote passenger/commuter rail for the region **EV, AM, EE**
- Coordinate with regional stakeholders to promote smart mobility in the region **EV, SS, TS, AM**
- Continue to dedicate resources to freight transportation planning **EV, AM, CI**
- Continue to support and coordinate with regional stakeholders to promote the regional port district **EV, AM, CI**
- Coordinate with regional stakeholders to promote multimodal freight transportation options for the region as related to surface transportation **EV, AM, CI**

Task 3 Budget

Description	Total
PL Funds	\$233,815.73
State Planning Funds	\$58,453.93
Total	\$292,269.66

All work will be performed by staff, except for Special Projects, for which consultants will be hired and the future transportation seminars, which will be led by outside subject experts.

TASK 4: SHORT RANGE PLANNING

Objective

TCRPC must continually fulfill various state and federal requirements in support of regional and local projects. Short-range planning functions are those that address near-term needs or requirements.

Products and Staff Activities

- Develop the FY2024-2027 Transportation Improvement Program (TIP) **EV, SS, TS, AM, EE, CI, MO, PE**
- Amend the adopted TIP as needed **EV, SS, TS, AM, EE, CI, MO, PE, RR, ET**
- Monitor/implement the Congestion Management Process **SS, TS, MO**
- Program available FTA Section 5310 funds in the urbanized area, both capital and non-capital funds, based on the goals of the Human Service Transportation Plan **AM**
- Coordinate and implement the Gray Area Mobility Enhancement and Expansion Study **AM, CI**
- Maintain/update the Surface Transportation Block Grant (STBG) program of projects as needed **MO, PE**
- Program STBG and other federal transportation capital funds as available **MO, PE**
- Program/administer Transportation Alternatives Program (TAP) funds **AM, CI**
- Promote alternative transportation modes such as transit, walking, and bicycling **AM, CI**
- Plan and coordinate a complete street popup demonstration event **AM, CI**
- Coordinate and implement planning efforts for East Peoria Riverfront Trail **AM, CI**
- Assist communities with ADA transition plans **SS, AM, CI, PE**
- Continue to monitor air quality issues as they relate to transportation planning **EE**
- Develop a regional model Complete Streets policy (awareness and education vs. model ordinance) **EV, SS, AM, EE, PE, RR, ET**
- Coordinate regional safety asset management effort resulting in annual SS4A and HSIP applications **SS, TS, MO, PE, RR**
- Develop and coordinate a highway safety committee **SS, TS, MO, PE, RR**
- Oversee completion of FY23 Special Projects **AM, MO**
- Program and administer FY24 Special Transportation Planning Studies **EV, SS, TS, AM, EE, CI, MO, PE**
- Provide technical support to transit and paratransit providers **AM**

Task 4 Budget

Description	Total
PL Funds	\$233,815.73
State Planning Funds	\$58,453.93
Total	\$292,269.66

All work will be performed by staff except for development and data collection for the pavement management system, which will be completed by a consultant.

EXHIBIT I: WORK PROGRAM COST DISTRIBUTION

Program Year FY24 PL Funds

Task	UWP Category	Total costs		PL		State
1	Management and Administration	\$	409,177.53	\$	327,342.02	\$ 81,835.51
2	Data Development and Maintenance	\$	175,361.80	\$	140,289.44	\$ 35,072.36
3	Long-Range Planning	\$	292,269.66	\$	233,815.73	\$ 58,453.93
4	Short-Range Planning	\$	292,269.66	\$	233,815.73	\$ 58,453.93
Total		\$	1,169,078.65	\$	935,262.92	\$ 233,815.73

EXHIBIT II: LINE ITEM BUDGET

Program Year FY24 PL Funds

Program Year 2024

Item	Annual Salary	Rate	Total PL	80% Federal	20% State
Personnel					
Salaries					
Full-Time					
Executive Director	\$127,173	78%	\$99,195	\$79,356	\$19,839
Planning Program Manager	\$110,537	79%	\$87,324	\$69,859	\$17,465
Senior Planner	\$67,258	46%	\$30,939	\$24,751	\$6,188
Senior Planner	\$67,258	90%	\$60,532	\$48,426	\$12,106
Planner III	\$63,000	77%	\$48,510	\$38,808	\$9,702
Planner I	\$49,116	47%	\$23,085	\$18,468	\$4,617
New Planner	\$46,752	77%	\$35,999	\$28,799	\$7,200
GIS Specialsit III	\$56,757	68%	\$38,595	\$30,876	\$7,719
GIS Specialsit I	\$45,412	68%	\$30,880	\$24,704	\$6,176
Office Administrator	\$54,756	22%	\$12,046	\$9,637	\$2,409
Subtotal Full-Time			\$467,104	\$373,684	\$93,421
Part-Time/Temporary					
Interns	\$11,250	100%	\$11,250	\$9,000	\$2,250
Subtotal Part-Time/Temporary			\$11,250	\$9,000	\$2,250
Subtotal Salaries			\$478,354	\$382,684	\$95,671
Fringe Benefits		31.50%	\$147,138	\$117,710	\$29,428
Indirect Costs		36.05%	\$221,434	\$177,147	\$44,287
Subtotal Personnel			\$846,927	\$677,541	\$169,385
Other Direct Costs					
Travel and Conferences			\$12,500	\$10,000	\$2,500
Equipment			\$12,000	\$9,600	\$2,400
Supplies			\$7,000	\$5,600	\$1,400
Contractual Services			\$59,464	\$47,571	\$11,893
Consultant Services and Expenses			\$180,000	\$144,000	\$36,000
Occupancy			\$33,057	\$26,446	\$6,611
Training and Education			\$17,350	\$13,880	\$3,470
Miscellaneous			\$781	\$625	\$156
Subtotal Other Direct Costs			\$322,152	\$257,722	\$64,430
Total			\$1,169,079	\$935,263	\$233,816

EXHIBIT III: LABOR DISTRIBUTION

Program Year FY24 PL Funds
Number of Work Weeks Programmed

Position	Management and Administration	Data Dev't and Maintenance	Long-Range Planning	Short-Range Planning	Total
Executive Director	35.10				35.10
Planning Program Manager	35.55				35.55
Senior Planner	4.14		8.28	8.28	20.70
Senior Planner	1.22	1.22	19.04	19.04	40.50
Planner III	1.04	1.04	16.29	16.29	34.65
Planner I	0.63	0.63	9.94	9.94	21.15
New Planner	1.04	1.04	16.29	16.29	34.65
GIS Specialist III		30.60			30.60
GIS Specialist I		30.60			30.60
Office Administrator	9.90				9.90
Part-Time and Interns		7.14	7.14	7.14	21.43
Total	88.62	72.27	76.97	76.97	314.83

EXHIBIT IV: ACCOUNTING NARRATIVE

Program Year FY24

MPO funds are administered by the Tri-County Regional Planning Commission as follows:

Separate accounts have been established in the general ledger. The account records identify the receipt and expenditure of funds for each grant and/or provide documentation that support the entry and provide accurate and current financial reporting information.

Costs within the accounting system are classified into the following groups:

1. Direct labor costs
2. Non-labor costs directly related to a specific program
3. Indirect costs (both labor and non-labor)

Direct labor hours are charged to the specific general ledger account and work elements within that account based upon actual work hours spent. Work elements of the UPWP are numerically coded and are utilized in preparing staff time sheets. The payroll computer printout accumulates staff names, hours, and cost for each work element within the grant account. Non-labor costs are those incurred as being directly related to a specific program, e.g., Transportation. Typical non-labor costs directly chargeable to the appropriate programs include:

- Costs of goods acquired, consumed, or expended specifically for the purpose of the grant
- Services and contractual items specifically related to the grant program

These costs are chargeable to the appropriate grant program based on source documentation maintained by the accounting system evidencing the nature and purpose of the charges. Once charged to the transportation program, these costs will be distributed to the various program work elements according to the proportion of direct salaries charged to each work element during the period.

The indirect costs (labor and non-labor) are those incurred which cannot be directly associated with the transportation program, but which support the overall functioning of the Commission. These costs are charged to an indirect cost account. The indirect cost rate utilized in the budget is a projection based upon anticipated activity, as well as historical experience. The Indirect Cost Rate for FY24 has been approved by IDOT.

EXHIBIT V: PL MATCH

Program Year FY24

MPO Community	2022 MFT Allotment	%	Cost Share
Peoria County	\$2,181,694	21.98%	\$50,550
Tazewell County	\$1,742,692	17.55%	\$40,379
Woodford County	\$604,102	6.09%	\$13,997
Bartonville, Village of	\$144,961	1.46%	\$3,359
Chillicothe, City of	\$139,693	1.41%	\$3,237
Creve Coeur, Village of	\$121,675	1.23%	\$2,819
East Peoria, City of	\$530,057	5.34%	\$12,282
Germantown Hills, Village of	\$78,514	0.79%	\$1,819
Morton, Village of	\$377,237	3.80%	\$8,741
Pekin, City of	\$766,175	7.72%	\$17,752
Peoria Heights, Village of	\$139,395	1.40%	\$3,230
Peoria, City of	\$2,620,595	26.40%	\$60,720
Washington, City of	\$376,136	3.79%	\$8,715
West Peoria, City of	\$104,267	1.05%	\$2,416
CityLink	N/A	N/A	\$3,800
Local Match	\$9,927,194		\$233,816

Note: The MPO will use IDOT State Planning Funds for match in FY24.



Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

February 24, 2023

CIRCULAR LETTER 2023-07

STATEWIDE PLANNING AND RESEARCH FUNDS (SPR) Call for Projects

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS / MUNICIPAL ENGINEERS / DIRECTORS OF PUBLIC WORKS / MAYORS / METROPOLITAN PLANNING ORGANIZATIONS – DIRECTORS / TOWNSHIP HIGHWAY COMMISSIONERS / CONSULTING ENGINEERS

The Illinois Department of Transportation (Department) provided a Notice of Funding Opportunity (NOFO) on February 23, 2023. The Funding Opportunity Number is 23-1439-01. This program is listed in the Catalog of State Financial Assistance (CSFA) as 494-00-1439.

Program guidance can be found here at the Department's [Planning Website](#)

Statewide Planning and Research Program (SPR) funds are federal funds for planning and research activities. The funds are used to establish a cooperative, continuous, and comprehensive framework for making transportation investment decisions and to carryout transportation research activities throughout the State. The funding available for this program in FY 2024 is approximately \$7 Million. A 20 percent non-federal match is required for these federal funds except in certain circumstances including if the project benefits a disadvantaged/economically distressed community.

All proposed projects should be related to studying or implementing a goal, strategy or objective within the state's Long-Range Transportation Plan (LRTP) or one of its associated plans, implementing performance-based program development, implementing asset management or benefiting a disadvantaged/economically distressed community. IDOT will evaluate proposed projects based on those criteria.

The program schedule is as follows, which importantly includes a link for registration and attendance for an Informational Webinar:

- **February 24, 2023** - Call for Projects Opened
- **March 15, 2023** – Informational Webex 10:00-12:00 p.m. [Webinar Link](#)
- **March 30, 2023** - Applications due 11:59:59 CDT
- **Summer 2023** - Awards Announced

Any updates or changes to the schedule will be officially announced through the Grant Accountability and Transparency Act (GATA) website via the NOFO. Further details on this program are available on the program's website.

If you have any questions regarding this Circular Letter or any questions related to this opportunity, please contact Michael Vanderhoof at (217-782-8080) or Michael.Vanderhoof@illinois.gov.

Sincerely,



George A. Tapas, P.E., S.E.
Bureau Chief of Local Roads and Streets



Michael Vanderhoof
Bureau Chief of Planning

cc:

Shane Schneider, Illinois Association of County Engineers

Brad Cole, Illinois Municipal League

Jerry Crabtree, Township Officials of Illinois

Arnie Vegter, Township Highway Commissioners of Illinois

David Snyder, FHWA – Illinois Division

Holly Bieneman, OP&P – Illinois Department of Transportation