



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330 FAX: 309-673-9802

[www.tricountyrpc.org](http://www.tricountyrpc.org)

**Ways & Means Committee.....8:30 a.m., February 2, 2022**  
**Full Commission/Executive Board (in lieu of Lack of Quorum) ...9:00 a.m., February 2, 2022**

**Please join my meeting from your computer, tablet or smartphone.**

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

**You can also dial in using your phone.**

United States: +1 (408) 650-3123

**Access Code: 291-023-189**

**AGENDA**

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve December 1, 2021 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
  - a. Motion to approve November and December Financial Statements and Billings (Resolution 22-27)
- 8. Administration**
  - a. Motion to approve promotion(s) in place (Resolution 22-28)
  - b. Motion to approve Employee Health Insurance package (Resolution 22-29)
  - c. Motion to approve Executive Director to enter agreement for General Liability, Property, Commercial Auto, Crime, Workers Comp., Professional Liability and Commercial Umbrella Insurance (Resolution 22-30)
  - d. Motion to approve Executive Director to renew the contract to the Cleaning Source for janitorial service (Resolution 22-26)
  - e. Motion to approve Executive Director to enter into a computer service agreement with Facet Technologies, Inc. (Resolution 22-36)
- 9. Planning**
  - a. Motion to approve Transportation Improvement Program Amendments-Attachments:
    - 5310-18-02 Pedestrian and Bus Stop Improvements
    - 5310-22-01 Washington Pararansit Expansion
    - 5310-22-03 East Peoria Sidewalk Improvement
  - b. Motion to approve Peoria Passenger Rail Study (Resolution 22-31)
  - c. Motion to approve Hanna City Trail Connection Study (Resolution 22-32)
  - d. Motion to approve Pavement Performance Measures (Resolution 22-33)- Attachment
  - e. Motion to approve Transit Safety Performance Measures (Resolution 22-34)- Attachment
  - f. Motion to approve Executive Director to execute activities related to Spring 2022 Strategic Planning Session (Resolution 22-35)- Attachment
- 10. Updates**
  - Hanna City Trail
  - Hazard Mitigation
  - IDOT
  - FHWA
- 11. Other**
- 12. Adjournment**



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**Ways & Means Committee.....8:30 a.m., December 1, 2021**  
**Full Commission/Executive Board (in lieu of Lack of Quorum) ...9:00 a.m., December 1, 2021**

**MINUTES**

**1. Call to Order, Welcome, Recognition of Audience**

Chairman Mike Hinrichsen called the meeting to order at 9:03 a.m.

**2. Roll Call**

Commissioner	P	A	Commissioner	P	A
<b>Mike Hughes</b> Chillicothe		x	<b>Leon Ricca</b> Bartonville		x
<b>Rita Ali</b> City of Peoria.	x		<b>Nate Parrott</b> Morton	x	
<b>Patrick Urich</b> City of Peoria	x		<b>Barry Logan</b> Woodford Co	x	
<b>Rick Powers</b> City of Peoria	x		<b>Chuck Nagel,</b> Woodford Co.	x	
<b>Ron Talbot</b> Creve Coeur	x		<b>Andrew Rand,</b> Peoria Co.		x
<b>John Kahl</b> East Peoria.	x		<b>Don White</b> Peoria Co.	x	
<b>Mike Hinrichsen,</b> Germantown Hills	x		<b>Russ Crawford</b> Tazewell Co.	x	
<b>Mike Phelan,</b> Peoria Heights		x	<b>Greg Menold,</b> Tazewell Co.	x	
<b>Mark Luft</b> City of Pekin.	x		<b>Sharon McBride</b> CityLink		x
<b>Gary Manier,</b> Washington	x		<b>Karen Dvorsky,</b> IDOT	x	
<b>James Dillon</b> West Peoria	x				

Staff: Eric Miller, Rebecca Eisele, Gabriel Guevara, Michael Bruner, Logan Chapman, and Debbie Ulrich. Staff Virtual: Reema Abi-Akar. In person: Brandon Geber- IDOT, Mike Bailey- KDB Group. Virtual: Nick Vlahos- PJ Star, Al-Barre-Shebib- IDOT, and Betsy Tracey- FHWA, and Kim Blickenstaff, KDB Group and Theodore Hoerr, Terrain .

**3. Public Input-none**

**4. Motion to approve November 3, 2021, Commission minutes**

Don White moved to approve November 2, 2021 Commission minutes and Pat Urich seconded. Motion carried.

**5. Chair report- none**

## 6. Executive Director report

Eric Miller reported we are continuing search for a planner.

## 7. Ways and Means Report

- a. Motion to approve October Financial Statements and Billings (Resolution 22-20)  
Don White moved to approve October Financial Statements and Billings (Resolution 22-20) and Patrick Urich seconded.

Rebecca Eisele reported on the following:

- End of month cash was \$662k. Net cash increased in October by \$204k. Operating Activities in October resulted in a surplus of \$2k.
- Accounts Receivable at the end of the month was \$466k. Of the A/R, \$276k was federal funds, \$83k was state funds, and \$107k was local funds.
- Accounts Payable at the end of the month was \$11k, and there were no unpaid pass-through expenses as of the end of October. The entire \$11k A/P balance was for regular monthly bills, including, health, vision, dental, and life insurances.
- Total Billings for October were \$67.4k, less direct pass-throughs of \$621, resulting in Operating Revenue of \$66.7k. October included twenty-one regular working days, and no paid holidays.
- Total Expenses for October were \$65.5k, less direct pass-throughs of \$621, resulting in Operating Expenses of \$64.9k.
- October ended with a surplus of \$2k, and FY22 has a year-to-date surplus of \$16k.

Motion carried.

- b. Motion to approve Fiscal Year 2021 Audit (Resolution 22-21)  
John Kahl moved to approve Fiscal Year 2021 Audit (Resolution 22-21) and Ron Talbot seconded.

Greg Douglas introduced himself and Garrett Kerr from Martin, Hood, LLC.

Garrett Kerr reported on the following:

- The opinion of the financial statements, in all material respects, the financial position of the Commission as of June 30, 2021, and the respective changes in financial position and cash flows for the year ended in accordance with accounting principles.
- Reviewed Management Analysis
  - The financial reports of the Commission provide an overview for the public of the financial accountability the Commission maintains for the resources received.
  - Explained Financial statement
  - Notes which included Standard Accounting and New Standards
- Greg Menold asked what is subject of Liability and Garrett Kerr said it is the technical series for multiple years with same audit process
- Garrett Kerr continued to explain the single audit and Federal Compliance which includes and clean opinion on internal control compliances.
- Greg Douglas and Garrett Kerr mentioned it was a pleasure collaborating with staff.

## 8. Administration

- a. Motion to approve FY2022 meeting dates and times for Tri County Regional Planning Commission  
Barry Logan moved to approve FY22 meeting dates and times for Tri County Regional Planning Commission and John Kahl seconded. Motion carried.
- b. Motion to approve contract for Planning & Zoning Services for Woodford County (Resolution 22-22)
- c. Motion to approve contract for Planning & Zoning Services for Tazewell County (Resolution 22-23)
- d. Motion to approve contract for GIS services for Woodford County (Resolution 22-24)  
John Kahl moved to approve b, c, and d and James Dillon seconded.  
Eric Miller mentioned these are contract renewals we do yearly.  
Motion carried.

## 9. Planning

- a. Motion to approve Transportation Improvement Program Amendments-Attachments:
  - SS-22-20 Traffic Signal Mast Arm Replacement
  - SS-22-21 Bridge Deck Sealing
  - SS-22-22 Guardrail Repairs

Barry Logan moved to approve all (3) Transportation Improvement Programs amendments and John Kahl seconded.

Michael Bruner reported on the following:

- SS-22-20 Traffic Signal Mast Arm Replacement is to replace Mast Arms located in various locations in Macomb, Pekin, and Peoria.
- SS-22-21 Bridge Deck Sealing is in various locations in Tazewell County
- SS-22-22 Guardrail Repairs is to repair guardrail due to motorists caused damage in various locations in IDOT District 4.

Karen Dvorsky from IDOT had nothing to add.

Motion carried.

- b. Motion to approve Safety Performance Measures Target (Resolution 22-25)  
Ron Talbot moved to approve Safety Performance Measures Target (Resolution 22-25) and Greg Menold seconded.
  - Michael Bruner reported this is for the MPO to continue to support IDOT's targets for Safety (2% reduction in all measures)

Motion carried.

- c. Motion to approve Special Transportation Studies Requests  
John Kahl moved to approve Special Transportation Studies Requests and Gary Manier seconded.
  - Michael Bruner said we have received three studies: East Peoria Stormwater Planning Management for \$80,000; Peoria Passenger Rail Planning Study for \$50,000; and Peoria County Hanna City Trail Connection for \$20,000. The selection Committee met and discussed the three studies received and decided on City of Peoria Passenger Rail Planning Study for \$50,000 and Peoria Hanna City Trail Connection Study for \$20,000 plus the remaining \$10,000. The Committee determined that the project met many goals listed in the FAST Act and LRTP.

Barry Logan asked who was on the selection committee and Michael Bruner said Hannah Martin, Conrad Moore, and Jon Oliphant. Motion carried.

## **11. Other**

### **a. Presentation of Inter-Play Park concept (KDB Group)**

- Kim Blickenstaff from KDB Group introduced himself and explained the Inter-Play Park concept.
- Theodore Hoerr mentioned the divided neighborhood and wants to stitch it back together and help with stormwater management and bring neighborhoods back together after IL-74 interstate broke apart. He then describes the different molecules that could be created in the park. It can bring tourism, and Urban future to the Peoria area.
- Eric Miller asked if Senator LaHood is in support? Mike Bailey said yes.
- Russ Crawford asked if streets in greenspace will remain the same.
- Theodore Hoerr said yes there are many more studies to be completed.
- Kim Blickenstaff added it will be a shared space.
- Eric Miller added we would be involved in LRTP funding for \$2 million. This is a regional project.
- Mike Bailey added will get funding thru Federal infrastructure bill.
- Eric Miller added where would we produce match?
- Mike Bailey replied to it will be 80/20 and can be private funding component.
- Greg Menold asked how are we to do maintenance on project?
- Mike Bailey replied to set up donation account for maintenance.
- Rick Powers asked about the total overall cost (air quality, redirect traffic, bypass, maintenance, pedestrian traffic)
- Russ Crawford asked if there is support from the City of Peoria?
- Rita Ali said it is high level of interest.
- Patrick Ulrich said he had nothing to add.
- Ron Talbot said he liked the idea but is concerned about revenue, parks do not get revenue
- Theodore Hoerr said projects are developed to support. If you have a park, it will be a reason for restaurants, taxes, etc.
- Mike Bailey added it will bring in investments (taxes, and restaurants)

## **12. Updates**

- Eric Miller updated that there is no need for PPUATS Technical meeting in December yet, so there will not be a Ways & Means or Full Commission in January. Will send out notice to confirm.

## **13. Adjournment**

Submitted by: Eric Miller, Executive Director

Transcribed by: Debbie Ulrich, Office Manager

To: Members of the Commission  
 From Eric W. Miller, Executive Director  
 Date: January 21, 2022  
 Subject: Executive Director Report for December 2021/January 2022

Project	Activity	Status
<b>Administrative</b>		
Headlines	Working with Consultant regarding regional transportation meeting and strategic planning meeting	Ongoing
	Extended job offer to planner	Ongoing
	Attended several webinars regarding implementation of the BIL (Bipartisan Infrastructure Legislation)	Complete
	Call for projects FY23 Special Studies	Ongoing
	Contract negotiations with consultant for Activity Based Travel Demand Model and Congestion Management	Ongoing
	Coordination with IDOT re: federal performance measures	Ongoing
	Attended passenger rail working group meeting	Ongoing
	Working with stakeholders with guardrail agreements	Ongoing
	Support to various communities for grant applications	Ongoing
	Coordination with Stakeholders regarding Hanna City Trail implementation	Ongoing
	Received planning marks from IDOT OPP/ developing draft UPWP	Ongoing
	Received STBG allocation from IDOT	Ongoing
	Coordination with FHWA regarding MPO certification	Ongoing
Commission vendor selection	Developing RFQ for legal services	Ongoing
		Ongoing
Personnel	Annual staff reviews ongoing	Ongoing
Indirect Cost Rate(ICR)	Work on FY21 ICR with State of Illinois GOMB	Complete
Website	Content review of website.	Ongoing
<b>Planning issues</b>		
Illinois River Issues	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Continued discussion with stakeholders re: Island Design Workshop -USACE Engineering with Nature (nation	Ongoing
	Discussion with members regarding organization	Ongoing
Village of Goodfield Comp Plan	Continued discussion with village board regarding Scope of work	On hold
Village of Dunlap Comp Plan	Work is complete	Complete
Village of Tremont Comp Plan	Work has commenced	Ongoing
Village of Germantown Hills Comp Plan	Continued discussion with village board regarding scope of work	Ongoing
Village of Minonk Comp Plan	Continued discussion with village board regarding scope of work	Ongoing
Village of Eureka	Discussion with Village regarding recreational planning	Ongoing
Watershed Planning	Submitted Scope of Work and IEPA 319 Grant Submittal for a Watershed plan in Kickapoo Creek WS	Ongoing
Hazard Mitigation Plan	Selected to submit full proposal to update Hazard mitigation plan, Coordination with IEMA and Stakeholders	Ongoing
Online Collaboration Platform	Implementation of ARC Hub Citizen Engagement Platform	ongoing
<b>GIS Projects/ Asset Management</b>		
Village of Elmwood	Dunlap	complete
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	Pending
Bartonville		
	Maintained COVID-19 dashboard for Woodford County Health Dept.	Ongoing
<b>MPO/Transportation</b>		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	Development of FY 22 Transportation Improvement Program	Complete
	Created web based TIP document application	
	Processed FY 21 TIP Amendments	Ongoing
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	on hold
Highway Safety Improvement Program Guardrails	working with Stakeholders to identify project lead for implementation	Ongoing
<b>Special Transportation Studies</b>		
City of East Peoria Riverfront Bikeway study	Project is complete	Complete
Woodford County Pavement evaluation	Project is complete	Complete
Hanna City Trail -Taylor Road, South Side Connection Stud	Consultant selection is underway	Ongoing
Passenger Rail multimodal Center location study	Consultant selection is underway	Ongoing
		Ongoing
<b>FY 21 State Planning and Research Funding</b>		
Asset Management software	Project is underway, coordinating with consultant	Ongoing
Activity Based Travel Demand Model	Contract negotiations with consultant	Ongoing
<b>FY20 State Planning and Research Funding</b>		
Grey Area Study	Report is complete	Complete
GIS Planimetric data acquisition	Project is complete	Complete
<b>HSTP/Transportation</b>		
5310 program Grant	work with 5310 Grant recipients to ensure commitment to project	Ongoing
HSTP meetings		

**RESOLUTION 22-27**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR NOVEMBER AND DECEMBER**

**WHEREAS** the Tri-County Regional Planning Commission is required to establish and maintain proper accounting procedures and cash management records in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental agencies, and

**WHEREAS**, on a monthly basis, the staff accountant prepares end-of-month financial reports and a listing of cash disbursements, and

**WHEREAS**, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for November and December 2021 and recommends that the Commission approve said reports.

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the financial reports and cash disbursements for November and December 2021 are approved.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

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Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric W. Miller  
Executive Director  
Tri-County Regional Planning Commission

## Tri-County Regional Planning Commission

## Balance Sheet

As of December 31, 2021

	Current Month	Previous Month	Previous Year
	Dec 31, 21	Nov 30, 21	Dec 31, 20
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	662,792	562,206	676,590
Total 10000 · Cash - Unrestricted	662,792	562,206	676,590
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	147,087	139,466	51,220
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	17,559	17,063	25,768
Total 11000 · Cash - Restricted	185,415	177,297	97,757
<b>Total Checking/Savings</b>	<b>848,207</b>	<b>739,503</b>	<b>774,346</b>
Accounts Receivable			
13000 · Accounts and Grants Receivable	376,514	500,775	296,199
Total Accounts Receivable	376,514	500,775	296,199
Other Current Assets			
15000 · Prepaid Expenses	25,872	27,139	15,878
Total Other Current Assets	25,872	27,139	15,878
Total Current Assets	1,250,593	1,267,417	1,086,423
Fixed Assets			
17100 · Computer Equipment	33,098	33,098	33,098
17101 · Accum. Deprec. - Computers	(33,098)	(33,098)	(31,999)
Total Fixed Assets	-	-	1,099
<b>TOTAL ASSETS</b>	<b>1,250,593</b>	<b>1,267,417</b>	<b>1,087,521</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
20001 · Accounts Payable - Prev. Period	7,776	7,776	-
20000 · Accounts Payable	38,415	53,313	47,955
20011 · MCB Credit Card	(25)	(9)	-
Other Current Liabilities			
21000 · Accrued Expenses	1,103	849	3,234
21100 · Accounts Payable - Employees	41	121	-
22100 · Accrued Payroll	21,065	22,042	21,996
22200 · Accrued Vacation / Personal Time	52,225	52,252	55,312
22300 · Unvested Retirement	17,756	17,322	26,021
22500 · Payroll Taxes and Withholdings	3,232	2,636	2,567
Total 22000 · Employer Liabilities	94,277	94,253	105,896
23000 · Unearned Revenue			
23100 · PPUATS	200,191	200,191	29,837
23200 · IL MPO	19,238	19,238	19,238



## Tri-County Regional Planning Commission

## Balance Sheet

As of December 31, 2021

	Current Month	Previous Month	Previous Year
	Dec 31, 21	Nov 30, 21	Dec 31, 20
23250 · Walkability Funds	-	-	11,000
23300 · Woodford County	-	-	10,267
23400 · Regional Server Partnership	4,500	5,250	4,500
23500 · Village of Washburn	488	488	488
<b>Total 23000 · Unearned Revenue</b>	<b>224,417</b>	<b>225,167</b>	<b>75,329</b>
<b>Total Other Current Liabilities</b>	<b>319,838</b>	<b>320,389</b>	<b>184,459</b>
<b>Total Current Liabilities</b>	<b>366,004</b>	<b>381,469</b>	<b>232,414</b>
<b>Total Liabilities</b>	<b>366,004</b>	<b>381,469</b>	<b>232,414</b>
<b>Equity</b>			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	678,902	678,902	619,810
<b>Net Income</b>	<b>(763)</b>	<b>596</b>	<b>28,847</b>
<b>Total Equity</b>	<b>884,589</b>	<b>885,948</b>	<b>855,107</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,250,593</b>	<b>1,267,417</b>	<b>1,087,521</b>

## Profit &amp; Loss

December 2021

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Dec 21	Nov 21	Jul - Dec 21	Jul - Dec 20
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	69,097	83,894	439,723	493,450
42000 · State Grants and Awards	16,484	20,360	137,743	309,471
43000 · Local Matching Contributions	-	-	(7,935)	83,819
44010 · GIS Support	1,660	1,398	12,802	31,028
44020 · Planning & Zoning Support	877	1,237	8,923	12,068
45000 · Member Dues	4,250	4,070	24,602	25,009
46000 · Interest Income	13	12	64	187
<b>Total Income</b>	<b>92,381</b>	<b>110,971</b>	<b>615,922</b>	<b>955,032</b>
Gross Profit	92,381	110,971	615,922	955,032
<b>Expense by Account &amp; Category</b>				
Total 61000 · Computer Expenses	3,948	1,690	45,673	14,069
Total 61500 · Outside Services	28,312	40,057	157,296	371,979
Total 62000 · Depreciation	-	-	157	942
Total 63000 · Employee Benefits	13,514	14,149	84,653	89,287
Total 63500 · Office Administration	1,657	2,405	12,135	11,639
Total 64000 · Miscellaneous	(74)	678	(5,613)	14,610
Total 65000 · Professional Fees	87	12,960	31,435	110,941
Total 65500 · Facility Costs	3,744	3,744	22,544	21,237
Total 66000 · Salaries and Wages	42,510	44,763	262,532	290,405
Total 67000 · Travel and Training	41	225	5,874	1,076
<b>Total Expense</b>	<b>93,739</b>	<b>120,669</b>	<b>616,685</b>	<b>926,185</b>
<b>Net Income</b>	<b>(1,358)</b>	<b>(9,698)</b>	<b>(763)</b>	<b>28,847</b>

**Tri-County Regional Planning Commission**

**Statement of Cash Flows**

July through December 2021

	<u>Dec 21</u>	<u>Jul - Dec 21</u>
<b>OPERATING ACTIVITIES</b>		
Net Income	(1,068.78)	(762.52)
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	124,261.12	62,389.78
15000 · Prepaid Expenses	1,266.93	(5,503.78)
20000 · Accounts Payable	(15,187.69)	(78,378.04)
20001 · Accounts Payable - Prev. Period	0.00	7,776.00
20011 · MCB Credit Card	(15.93)	(75.74)
21000 · Accrued Expenses	253.63	111.82
21100 · Accounts Payable - Employees	(79.61)	(84.97)
22100 · Accrued Wages Payable	(977.49)	(1,358.64)
22200 · Accrued Compensated Absences	(27.39)	(12,848.35)
22300 · Unvested Retirement	433.59	3,003.82
22503 · FICA & Medicare	32.01	(4.57)
22504 · IL Unemployment Taxes	163.72	126.20
22505 · 457 (b) Contributions	393.41	195.93
23100 · PPUATS	6.50	170,354.00
23250 · Walkability Funds	0.00	(10,974.60)
23300 · Woodford County	0.00	(4,666.68)
23400 · Regional Server Partnership	(750.00)	4,500.00
<b>Net cash provided by Operating Activities</b>	<u>108,704.02</u>	<u>133,799.66</u>
<b>INVESTING ACTIVITIES</b>		
17101 · Accum. Deprec. - Computers	0.00	156.93
<b>Net cash provided by Investing Activities</b>	<u>0.00</u>	<u>156.93</u>
<b>Net cash increase for period</b>	108,704.02	133,956.59
<b>Cash at beginning of period</b>	739,502.73	714,250.16
<b>Cash at end of period</b>	<u><u>848,206.75</u></u>	<u><u>848,206.75</u></u>

**Tri-County Regional Planning Commission**  
**Check Register - Operating Account**  
**December 2021**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
12/01/2021	1204	American Planning Assoc - IL Chapter	Job Posting	100.00
12/01/2021	1205	City of Peoria	Rent - 12/2021	2,950.00
12/01/2021	1206	United Security Communications, Inc.	Service Call - Phones	270.00
12/03/2021	ACH	Staff - Payroll	Payroll 11/16/21 - 11/30/21	16,763.94
12/03/2021	ACH	Department of the Treasury	Payroll Taxes 11/16/21 - 11/30/21	5,554.00
12/03/2021	ACH	CEFCU	Payroll Liability 11/16/21 - 11/30/21	50.00
12/03/2021	ACH	Illinois Department of Revenue	Payroll Taxes 11/16/21 - 11/30/21	1,059.87
12/03/2021	ACH	Nationwide	Retirement 11/16/21 - 11/30/21	1,365.27
12/03/2021	ACH	Unvested Retirement Account	Retirement 11/16/21 - 11/30/21	312.74
12/09/2021	Transfer	PPUATS	Transfer of PPUATS Receipts - 11/2021	7,618.00
12/10/2021	ACH	ARA - Applied Research Associates	IDOT UPWP FY21 - Consultant Services	24,100.00
12/10/2021	ACH	Delta Dental	Dental Insurance	264.53
12/10/2021	ACH	Guardian	Life, Disability, and Vision Insurance	466.22
12/10/2021	ACH	Heartland Parking	Parking Validations	87.00
12/10/2021	ACH	Heyl Royster	Legal Services	435.60
12/10/2021	ACH	Quill Corporation	Office Supplies	77.14
12/10/2021	ACH	Quill Corporation	Office Supplies	30.97
12/10/2021	ACH	The Cleaning Source	Office Cleaning - 11/2021	179.00
12/10/2021	ACH	United Healthcare	Health Insurance	9,147.92
12/10/2021	ACH	Verizon Wireless	Phones	308.41
12/10/2021	ACH	WEX Bank	Gas for Commission Vehicle	25.69
12/13/2021	1207	Xerox Financial Services	Copier	417.91
12/13/2021	1208	Morton Community Bank	Credit Card Payment	1,001.14
12/20/2021	ACH	Staff - Payroll	Payroll 12/01/21 - 12/15/21	15,128.76
12/20/2021	ACH	Department of the Treasury	Payroll Taxes 12/01/21 - 12/15/21	4,999.08
12/20/2021	ACH	CEFCU	Payroll Liability 12/01/21 - 12/15/21	50.00
12/20/2021	ACH	Illinois Department of Revenue	Payroll Taxes 12/01/21 - 12/15/21	959.66
12/20/2021	ACH	Nationwide	Retirement 12/01/21 - 12/15/21	1,495.08
12/20/2021	ACH	Unvested Retirement Account	Retirement 12/01/21 - 12/15/21	182.93
12/29/2021	ACH	ARA - Applied Research Associates	IDOT UPWP FY21 - Consultant Services	18,500.00
12/29/2021	ACH	Facet	Web Hosting, IT Services	985.00
12/29/2021	ACH	Heartland Parking	Parking	765.00
12/31/2021	ACH	Morton Community Bank	Service Charge	14.24
<b>Register</b>			<b>Total Checks</b>	<b>115,665.10</b>

**Tri-County Regional Planning Commission**  
**Credit Card Register**  
 December 2021

<b>Date</b>	<b>Employee Card</b>	<b>Vendor</b>	<b>Memo</b>	<b>Amount</b>
12/01/2021	Ulrich	Adobe	Adobe User Subscription	15.93
12/01/2021	Bruner	Lenovo	2 Laptops, 1 Monitor (Pass-Through Expense)	2,922.83
12/05/2021	Ulrich	Adobe	Adobe User Subscription	15.93
12/06/2021	Ulrich	Adobe	Adobe User Subscription	15.93
12/10/2021	Ulrich	Qbox	QuickBooks File Management	12.00
12/15/2021	Ulrich	Adobe	Adobe Main Account Subscription	52.99
12/16/2021	Ulrich	Batteries + Bulbs	Replacement Key for Commission Vehicle	102.52
12/31/2021	Ulrich	Adobe	Adobe User Subscription	15.93
12/31/2021	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>3,154.06</b>

<b>Date</b>	<b>Employee Card</b>	<b>Vendor</b>	<b>Memo</b>	<b>Amount</b>
12/03/2021	Ulrich	Adobe	Adobe Stock Refund	-29.99
<b>Register</b>			<b>Total Refunds and Credits</b>	<b>-29.99</b>

# Staff Memo

TCRPC Executive Board

**DATE: January 21, 2022**

**ISSUE: Promotion in Place for selected Commission employees**

Discussion regarding promotions and salary increases for selected Commission employees

**ACTION NEEDED BY EXECUTIVE BOARD:**

- Make recommendation to Full Commission

**BACKGROUND:**

In August of 2018 the Personnel Committee discussed the results of a salary and benefits study performed by an outside consultant. The discussion centered on employee retention and means to recognize and reward employees for excellent work above and beyond of the annual cost of living increase. The Committee recommended to the Executive Director to develop a promotion in place program to reward employees by promoting them and accordingly adjust their salary.

I have undertaken this task and both Planning Program Manager and myself performing mid-year reviews with staff for the purpose of developing a recommendation for employee promotions. After much discussion between the Planning Program Manager and myself, I recommend to you that you consider the following:

Promoting:

Michael Bruner, Planner II to Planner III

Reema Abi-Akar, Planner II to Planner III

Promotion in place:

Britney West GIS Specialist II

All promotions would carry salary adjustment. The overall salary increase to the Commission would be \$10,247.17 plus corresponding employment taxes and retirement increases. The FY 22 budget will allow for this proposed increase. All salary costs are reimbursable to the Commission on contracts that pay salary + fringe +overhead. As for contracts that pay a fixed hourly amount, upon renewal, new hourly rates will be adjusted (if appropriate) to cover an increased personnel expense.

**RESOLUTION 22-28**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE FY 2022 WAGE ADJUSTMENTS FOR EMPLOYEE PROMOTION IN PLACE**

**WHEREAS**, the Tri-County Regional Commission, hereafter referred to as the Commission, employs a staff of administrators, planners, and specialists, and

**WHEREAS**, the Commission's professional staff has successfully carried out the policies and assignments of the Commission as set out in the FY 2022 Overall Work Program, and

**WHEREAS**, The Commission's policy is to encourage employee retention and to recognize and reward employees for excellent work and,

**WHEREAS**, the Executive Board has directed the Executive Director to evaluate employees and consider a promotion in place plan, and

**WHEREAS**, The Executive Director has reviewed employees and has met with the Executive Committee, and

**WHEREAS**, The Executive Committee has recommended to the Commission the promotions in place, and

**WHEREAS**, the FY 2022 Budget accounts for the sum of the increase for the staff promotions, and

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:** That the Commission approves a lump sum amount of \$10,247.17 for FY 2022 for the purpose of Employee Promotions.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

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Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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

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# Staff Memo

## TCRPC Executive Board

**DATE: January 21, 2022**

**ISSUE: Health Insurance Renewal**

Discussion regarding contracts for employee health insurance renewal

**ACTION NEEDED BY EXECUTIVE COMMITTEE:**

- Make recommendation to Full Commission

**BACKGROUND:**

The Commission provides medical, dental, vision, and short term disability insurance to its employees. The health insurance contracts currently provided by United Health Care River Valley, Delta Dental and Guardian will expire on February 28, 2022. Our health insurance broker, Tim Neuhauser of Envision Insurance, has provided me insurance bids from multiple companies for consideration. I have reviewed those options with Tim and have provided staff with opportunity to review the recommendations.

The Commission's policy for employees as it relates to health insurance requires Commission employees to pay a portion of their healthcare costs. The policy took effect on March 1, 2017. Employees hired before July 1, 2016 will contribute \$50 per month and employees hired after July 1, 2016 will contribute \$100 per month.

The Commission also has a policy providing a dual tier insurance plan to employees. The dual tier plan includes a Preferred Provider Option (PPO) plan and a High Deductible (HD) plan with a Health Savings Account (HSA) option. Furthermore, the Commission has a policy to consider making an annual employer contribution to the employee HSA. The employer contribution would be an incentive to encourage employees to consider the less expensive (premium) High Deductible/HSA option.

Medical Insurance:

Staff has evaluated multiple options from health insurance carriers that are available to our region. (United Health Care, Blue Cross Blue Shield,). Our current provider United HealthCare has provided a renewal option with a 9.06% increase in premium. The renewal benefits would be almost identical for employees. As an alternative, the Blue Cross option which benefits compare like current plan would provide a 18.61% decrease from the renewal of the plan that we are currently on. Because of this significant decrease in premium cost, The Blue Cross Blue Shield Platinum P5E1BCE is the most cost-effective PPO choice for the Commission and its employees.

In terms of HD plans the BCBS Gold G535BCE plan is the most cost-effective choice for those employees choosing the HD plan. Please see Attachment A

Employer Contribution to an Employee Health Savings Account

Per the employee health benefit policy, if an employee were to enroll in an eligible High Deductible insurance plan, the employee would be eligible to have a Health Savings Account (HSA). Employees could contribute their own funds to the HSA pre-tax. To incentivize employees to take the HD HSA option, employers can make a contribution to the HSA. The Commission's employer contribution would be limited to this contract year only. All future employer contributions would be decided by the Commission on an annual basis. Analysis has indicated that the Commission could save on 23% of premium cost per employee if the employee would sign up for the HD/HSA insurance plan.

Dental Vision and Short Term Disability

Staff has received quotes for Dental, Vision, and Short Term Disability insurance from our insurance Broker. Attached are the worksheets that show the premium cost to the Commission.

**Delta Dental** has proposed a one-year contract with no increase in premium.

Attachment B

**Guardian** has proposed a one-year contract with no increase in premium for vision insurance, no increase in premium for Short Term Disability, and a \$227/year increase in premium for basic life insurance.

Attachment C



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# Staff Memo

TCRPC Executive Board

## Reimbursement

Commission costs of health insurance benefits are recovered by direct reimbursement or the “Fringe Benefit Rate” from federal and state contracts and by hourly rates for local projects.

## Recommendation

I recommend the Commission approve contracts for employee health insurance for the March 1, 2022 to February 28, 2023 contract year with the following:

Medical insurance -

**Blue Cross Blue Shield Platinum**

PPO Plan number P5E1BCE (11% decrease from previous contract)

HD- Plan number G535BCE (13% decrease from previous contract)

Dental Insurance –

**Delta Dental** (No increase from previous contract)

Vision, Short Term Disability, Life -

**Guardian** (5.5% increase from previous contract)

Commission (Employer) Contribution to employee Health Savings Account:

\$500 contribution per employee (who choose the HD Plan) 1 employee

\$1000 contribution per employee and eligible dependents (who choose the HD Plan)

**RESOLUTION 22-29**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT WITH BLUE CROSS FOR MEDICAL INSURANCE; GUARDIAN FOR VISION, SHORT TERM DISABILITY, LIFE INSURANCE; AND DELTA DENTAL FOR DENTAL INSURANCE**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides medical, dental, vision, short term disability, and life insurance for its eligible fulltime employees and eligible dependents,

**WHEREAS**, in September 2021, the Commission authorized the selection of Envision Insurance Group from Morton, Il as our broker to assist the Commission in selecting medical, vision, short term disability, life and dental insurance plans, and

**WHEREAS**, the Commission's current Health Insurance plans, provided by United Healthcare of River Valley, Guardian and Delta Dental expire on February 28, 2022,

**WHEREAS**, Blue Cross/Blue Shield can provide comparable medical insurance coverage to employees at a cost significantly lower than United Healthcare of Illinois, and

**WHEREAS**, the Commission has agreed to offer a dual tier plan for healthcare benefits,

**WHEREAS**, the Commission desires an agreement with Blue Cross Platinum, PPO Plan and HSA Plan for medical insurance beginning March 1, 2022,

**WHEREAS**, the Commission policy is to offer an employer contribution for employees choosing the HSA option for medical consisting of \$500 for employee and \$1,000 for family for beginning March 1, 2022,

**WHEREAS**, the Commission's current Vision, Short-Term Disability, and Life Insurance plans, currently provided by Guardian Insurance, and Dental Plan provided by Delta Dental expire on February 28, 2022,

**WHEREAS**, the Commission desires agreement with Guardian Insurance to provide Vision, Short-Term Disability, and Life Insurance for employees, and Delta Dental Insurance beginning March 1, 2022

**THEREFORE, BE IT RESOLVED**

That the Commission authorize the Executive Director to enter into agreements with Blue Cross for medical insurance, Guardian Insurance for Vision, Short-Term Disability, and Life Insurance, and Delta Dental for dental insurance beginning March 1, 2022.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## UHC Vs. BCBS Group Health Comparison for: Tri-County Regional Planning



BENEFITS		UHC CP Premier Platinum BR-LB Current Plan 1	UHC CP Premier Platinum CN-CH Renewal Plan 1	UHC Choice Plus Silver CC-2R Current Plan 2	UHC Choice Plus Silver CC-2R Renewal Plan 2	Blue Cross Platinum P5E1BCE Option 2	Blue Cross Gold G535BCE Option 7 HDHP (HSA)
Deductible <b>Single Deductible (In / Out)</b>		500 / 1,500	500 / 1,500	HDHP 2,900 / 10,500	HDHP 2,900 / 10,500	500 / 1,000	2,900 / 5,800
<b>Family Deductible (In / Out)</b>		1,000 / 3,000	1,000 / 3,000	5,800 / 21,000	5,800 / 21,000	1,500 / 3,000	8,700 / 17,400
<b>Physician Co-Pay (In-Ntwrk) PPO PCP / Specialist "Designated Provider"</b> <i>*Applies to Out of Pkt Max only *Members under 19 yrs. CoPay</i>		\$0 CoPay Preventive \$20 / \$70 \$20 / \$40	\$0 CoPay Preventive \$20 / \$70 \$20 / \$40	\$0 CoPay Preventive Ded. Then Colns.	\$0 CoPay Preventive Ded. Then Colns.	\$0 CoPay Preventive \$20 / \$40	\$0 CoPay Preventive Ded. Then Colns.
<b>Co-Insurance (In / Out)</b>		20% / 50%	20% / 50%	20% / 50%	20% / 50%	10% / 40%	20% / 50%
<b>Single Out of Pocket Max (In / Out)</b> <i>* Includes CoPays, Co-Ins., &amp; Deductible (ACA Plans only)</i>		2,500 / 7,500	2,500 / 7,500	6,500 / 21,000	6,500 / 21,000	1,500 / Unlimited	5,250 / Unlimited
<b>Family Out of Pocket Max (In / Out)</b>		5,000 / 15,000	5,000 / 15,000	13,000 / 42,000	13,000 / 42,000	4,500 / Unlimited	14,000 / Unlimited
<b>Prescription Drug Card (InNtwrk)</b> <i>*Applies to Out of Pkt Max only</i>		\$15 / 40 / 85 / 250	\$10 / 40 / 125 / 300	\$10 / 50 / 125 / 300 After Med. Ded.	\$10 / 40 / 125 / 300 After Med. Ded.	\$10 / 20 / 70 / 120 / 150 / 250	20% / 20% / 30% 40% / 40% / 50% After Med Deductible
<b>Lab Testing, X-Ray, (simple diagnostic)</b> <i>*Applies to Out of Pkt Max only if CoPay</i>		\$40 CoPay Unless Major Diagnostic	\$40 CoPay Unless Major Diagnostic	Ded. Then Colns.	Ded. Then Colns.	Ded. Then Colns.	Ded. Then Colns.
<b>Emergency Room</b> <i>*Applies to Out of Pkt Max only if CoPay</i>		\$300 Copay Then Coinsurance	\$300 Copay Then Coinsurance	Ded. Then Colns.	Ded. Then Colns.	\$400 CoPay PLUS Ded. & Colns.	Ded. Then Colns.
<b>Urgent Care Co-Pay (In-Ntwrk)</b> <i>*Applies to Out of Pkt Max only if CoPay</i>		\$50 CoPay Per Visit	\$50 CoPay Per Visit	Ded. Then Colns.	Ded. Then Colns.	\$75 CoPay Per Visit	Ded. Then Colns.
Pediatric Dental & Vision Benefits Incl. <i>*Benefits up to age 19</i>		Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met
<b>Area Network Hospitals</b>		UHC Choice Plus OSF, Methodist Proctor, Pekin	UHC Choice Plus OSF, Methodist Proctor, Pekin	UHC Choice Plus OSF, Methodist Proctor, Pekin	UHC Choice Plus OSF, Methodist Proctor, Pekin	Blue Choice Preferred OSF, Methodist Proctor, Pekin	Blue Choice Preferred OSF, Methodist Proctor, Pekin
<b>MONTHLY RATES</b>		Current / Age-Up	Renewal	Current / Age-Up	Renewal		
Reema Abi-Akar	EE	541.21 / 557.14	603.73			495.91	
Michael Bruner	EE	589.00 / 596.47	646.36			530.92	
Gabriel Guevara	EE	521.79 / 541.21	586.47			481.73	
Raymond Lees	ES	2963.44 / 2987.34	3,237.18			2,659.02	
Eric Miller	EE			829.51 / 866.42	991.30		752.20
Deborah Ulrich	EE	1493.67 / 1493.67	1,618.59			1,329.51	
Britney West	EE	499.88 / 509.84	552.48			453.81	
Total	7	Community Rating	Community Rating	Community Rating	Community Rating		
<b>EST. TOTAL MO. PREMIUM</b>		<b>\$6,608.99</b> <b>\$6,685.67</b>	<b>\$7,244.81</b>	<b>\$829.51</b> <b>\$866.42</b>	<b>\$991.30</b>	<b>\$5,950.90</b>	<b>\$752.20</b>
% of Increase from current \$ Difference Monthly \$ Difference Annually		<b>Current Both: 7,552.09</b> <b>Renewal Both: 8,236.11</b> <b>9.06% (684.02 / Mo.)</b>				<b>Total Both: 6,703.10</b> <b>1,533.01 Less per mo. (18,396.12 Annually)</b> <b>- 18.61%</b>	

**Carrier Disclaimer:** UnitedHealth Premium® symbols look like this:  
  
**Premium Care Physician.** The physician meets the UnitedHealth Premium program quality and cost-efficiency care criteria.

**Note:**

Final Rates, approval of coverage and effective date will be based on actual enrollment and underwriting. This is not a guarantee of coverage. Quotes are based on an effective date of 3/1/22. This benefit comparison is intended to provide a general overview of benefits and premiums.

**"Designated Provider": Please visit myuhc.com for details**

**"Unlimited" - No stop loss for out of network services**

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

<b>VISION PLAN RATES - VSP A56</b>					
Tier	Enrolled Employees	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	7	\$11.36	\$954	\$11.36	\$954
EE & SP	0	\$19.11	\$0	\$19.11	\$0
EE & CH	0	\$19.49	\$0	\$19.49	\$0
FAMILY	0	\$30.85	\$0	\$30.85	\$0
<b>TOTAL</b>	<b>7</b>		<b>\$954</b>		<b>\$954</b>

This plan is currently offered for Insurance Class 1

<b>STD PLAN RATES</b>				
Volume	CURRENT		RENEWAL	
	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
\$2,100	\$0.750/\$10	\$1,890	\$0.750/\$10	\$1,890

This plan is currently offered for Insurance Class 1

<b>BASIC LIFE PLAN RATES</b>					
Coverage	Volume	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
BASIC LIFE	\$315,000	\$0.300/\$1000	\$1,134	\$0.360/\$1000	\$1,361

# Renewal Rates At-a-Glance

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This plan is currently offered for Insurance Class 1

<b>AD&amp;D PLAN RATES</b>					
<b>Coverage</b>	<b>Volume</b>	<b>CURRENT</b>		<b>RENEWAL</b>	
		<b>Monthly Rate</b>	<b>Annual Premium</b>	<b>Monthly Rate</b>	<b>Annual Premium</b>
AD&D	\$315,000	\$0.023/\$1000	\$87	\$0.023/\$1000	\$87

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# Staff Memo

TCRPC Executive Board

**DATE: January 21, 2022**

**ISSUE: General Liability Insurance Renewal**

Discussion regarding contracts for General Liability Insurance renewal

**ACTION NEEDED BY EXECUTIVE COMMITTEE:**

- Make recommendation to Full Commission

**BACKGROUND:**

The Commission's general insurance package currently being provided by Cincinnati Insurance Company expires on February 28, 2021. The Commission Insurance broker, Envision insurance has reviewed our policies to determine that the Commission has adequate coverage.

The Commission carries the following coverage

- Property
- Liability
- Auto
- Crime
- Workers Compensation
- Umbrella
- Professional Liability
- Terrorism

Our broker has compared rates from our incumbent as well as Auto Owners and Pekin insurance vendors.

Based on several factors, our insurance broker is recommending that we renew the current policy with Cincinnati Insurance to provide the Commission with General Liability Insurance for this coming year. The quoted rates are provided in the attached table.

Recommendation

I recommend to the Commission to approve general liability insurance contracts with Cincinnati Insurance for a cost of \$8962.

**RESOLUTION 22-30**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT WITH CINCINNATI INSURANCE FOR GENERAL INSURANCE POLICIES.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, purchases Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance for insurance coverage, and

**WHEREAS**, in September 2021, the Commission authorized the selection of Envision Insurance Group as our insurance broker to assist in selecting insurance coverage, and

**WHEREAS**, the Commission's current general insurance coverage expires on February 28, 2022, and

**WHEREAS**, Envision Insurance Group has received quotes from three qualified carriers and recommends Cincinnati Insurance to provide the Commission with appropriate insurance coverage, and

**WHEREAS**, Cincinnati Insurance offers the Commission the most competitive rates for Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance beginning March 1, 2022.

**THEREFORE, BE IT RESOLVED**

That the Commission authorizes Executive Director to execute agreement with Cincinnati Insurance to continue our coverage for Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance, for a 3-year term beginning March 1, 2022 to February 28, 2025.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

Name of Account: Tri-County Regional Planning Commission  
 Effective Date: 2/25/2022

QUOTE RESULT SPREADSHEET

	Cincinnati	Pekin	Auto Owners	Prof Liability (2021-2022 Premium)
Package				
Property	\$ 455	\$ 1,990	\$ 492	
Liability	\$ 930	\$ 1,762	\$ 2,517	
Auto	\$ 1,159	\$ 1,230	\$ 1,389	
Inland Marine		\$ 503	\$ 575	
Crime	\$ 182	\$ 1,316	\$ 303	
Work Comp	\$ 1,353	\$ 1,419	\$ 1,575	
Umbrella	\$ 500	\$ 600	\$ 575	
Prof Liability				\$ 4,358
Terrorism	\$ 25			
Installation Chg				
Total Premium	\$ 4,604	\$ 8,820	\$ 7,426	\$ 4,358



**RESOLUTION 22-26**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO RENEW THE CONTRACT TO THE CLEANING SOURCE FOR JANITORIAL SERVICE**

**WHEREAS**, the Commission's staff has developed and scope of work and requested bids from qualified Janitorial Service companies to clean the Commission offices twice a week,

**WHEREAS**, the Commission's staff has received and evaluated a bid from The Cleaning Source for \$186.00 per month, a slight increase from \$179.00, and a bid from PHD Services for \$285.00 per month.

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes the Executive Director to renew the contract with The Cleaning Source to clean our office in the amount of \$186.00 per month or \$2232.00 annually.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

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Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 22-36**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A COMPUTER SERVICE AGREEMENT WITH FACET TECHNOLOGIES, INC. FOR AN AMOUNT NOT TO EXCEED \$11,340.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, offers a wide range of services to its members which requires the use of computer hardware and software, and

**WHEREAS**, Facet Technologies hosts the Commission's data and web servers, and offers regular service and support for the Commission's computer hardware, and

**WHEREAS**, the Executive Director evaluates the Commission's computer services on an annual basis to determine that they align with Commission goals, and

**WHEREAS**, the Commission recently purchased a new server for GIS, and the new server would require adequate security via firewall, and

**WHEREAS**, the Fortinet security appliance offers security, support, and cloud-based automation and management to protect the commission's data from internal and external threats, and

**WHEREAS**, adequate funding for these services is included in the Metropolitan Planning Funds for FY20.

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes its Executive Director to enter into a service agreement with Facet Technology including the Fortinet Security Appliance for an amount not to exceed \$11,340.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

ATTEST:

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Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)  
FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted October 7, 2020, as amended

Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
	From	To	
1/6/2022	2021	2024	MPO

**PROJECT INFORMATION**

PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Pedestrian and Bus Stop Improvements	5310-18-02				Intersection of Prospect and Arcadia	Improve pedestrian crossing with sidewalk improvements, bump-outs, refuge island, and rapid flashing beacons	FTA 5310	80%	\$109,830
							State		
							Local	20%	\$ 26,766
							<b>Total</b>		<b>\$ 136,596</b>

Reason for Amendment: Moved to FY23 Program, update scope of work and funding amounts

Wahington Paratransit Expansion	5310-22-01				ZIP Code 61571	Expanding paratransit to Washington Township and City of Washington	FTA 5310	50%	\$100,000
							State		
							Local	50%	\$ 100,000
							<b>Total</b>		<b>\$ 200,000</b>

Reason for Amendment: Added to FY23 Program

East Peoria Sidewalk Improvement	5310-22-03				E side of Edmund Street from Cedar St Interchange to Richland St.	Construction of new sidewalk connecting Richland Neighborhood	ARP 5310	100%	\$ 32,000
							State		
							Local		
							<b>Total</b>		<b>\$ 32,000</b>

Reason for Amendment: Added to FY23 Program

							State		
							Local		
							<b>Total</b>		<b>\$ -</b>

Reason for Amendment:

Technical	
Policy	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

- NOTES:**
- 1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.
  - 2) Projects can be moved from Year 2 or 3 of the TIP into Year 1 with the approval of the implementing agency and the PPUATS POLICY COMMITTEE. The implementing agency may elect to change fund type with notification to the PPUATS POLICY COMMITTEE.
  - 3) The Excel document for this form uses formulas to calculate Funding Share % and Total Project Cost. These cells cannot be edited by default, to prevent accidental overwriting of these formulas. To override this protection in Excel 2010 and above, click on the "Review" tab and then click on "Unprotect Sheet."

**RESOLUTION 22-31**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HANSON PROFESSIONAL SERVICES, INC. FOR THE CITY OF PEORIA PASSENGER RAIL STUDY FOR AN AMOUNT NOT TO EXCEED \$50,000**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, Commission established a Special Transportation Planning Projects Program utilizing up to \$80,000 in FY22 Federal Transportation Funds, whereby local agencies can apply for and receive federal funding for transportation planning projects in their jurisdictions, and

**WHEREAS**, Commission, after a call for projects, selected a project submitted by the City of Peoria for passenger rail study using up \$50,000 of Special Project funds, and

**WHEREAS**, Commission staff issues Request for Qualifications (RFQs) for the project and receives statements of qualifications from consultants, and

**WHEREAS**, Commission staff and City of Peoria staff reviews the statement of qualifications received for the project and selected Hanson Professional Services, Inc. as the consultant.

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes its Executive Director to enter into a contract with Hanson Professional Services, Inc. for the City of Peoria Passenger Rail Study for an amount not to exceed \$50,000.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

ATTEST:

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 22-32**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SELECTED CONSULTANT FOR THE PEORIA COUNTY HANNA CITY TRAIL CONNECTION STUDY FOR AN AMOUNT NOT TO EXCEED \$30,000**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, Commission established a Special Transportation Planning Projects Program utilizing up to \$80,000 in FY22 Federal Transportation Funds, whereby local agencies can apply for and receive federal funding for transportation planning projects in their jurisdictions, and

**WHEREAS**, Commission, after a call for projects, selected a project submitted by the Peoria County for Hanna City Trail connection study using up \$30,000 of Special Project funds, and

**WHEREAS**, Commission staff issues Request for Qualifications (RFQs) for the project and receives statements of qualifications from consultants, and

**WHEREAS**, Commission staff, Peoria County staff, and stakeholders reviews the statement of qualifications received for the project and selects a consultant.

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes its Executive Director to enter into a contract with the selected consultant for the Peoria County Hanna City Trail Connection Study for an amount not to exceed \$30,000.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

ATTEST:

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission



# MEMORANDUM

**TO:** Commission  
**FROM:** Staff  
**SUBJECT:** Pavement & Bridge Condition Performance Measures,  
**DATE:** February 2, 2022

## Action needed by Commission

Recommend to Commission to support IDOT's adjusted targets for Pavement & Bridge Condition and System Performance.

## Action needed by Commission:

Support IDOT's adjusted targets for Pavement & Bridge Condition and System Performance.

## Background:

- Federal Transportation Bills, MAP-21 and FAST Act, have mandated certain performance measures (PMs) which should guide transportation decision making.
- Safety was the first of these performance measures (PM1) for which MPO's must choose to either set their own target or support IDOT's target. PPUATS chose to support IDOT's target.
- IDOT has set their Pavement & Bridge Condition (PM2) and System Performance (PM3) targets.
- MPOs must resolve to support IDOT's Pavement & Bridge Condition and System Performance 4-year targets for their metropolitan planning area or set their own by November 14, 2018.
- Moving forward, all PM's will need to be incorporated into our transportation documents – TIP (every year) and LRTP (every 5 years)

Note: FHWA monitors the States' targets. State DOTs monitor MPO targets. Only states are assessed for significant progress made toward established targets.

## PM2 - NHS Pavement & Bridge Condition Data

Pavement & Bridge Condition Metrics	PPUATS Baseline	IDOT Baseline	IDOT 2020	IDOT 2022
% of Interstate Pavement in Good Condition	67.90%	65.96%	65%	65%
% of Interstate Pavement in Poor Condition	0.38%	0.27%	<5%	<5%
% of non-Interstate Pavement in Good Condition	40.67%	27.71%	27%	27%
% of non-Interstate Pavement in Poor Condition	0.41%	4.94%	6%	6%
% of NHS bridges classified as in Good Condition	9%	29.40%	28%	27%
% of NHS bridges classified as in Poor Condition	31%	11.60%	13%	14%

<b>Pavement &amp; Bridge Condition Metrics</b>	<b>2-Year Condition/ Performance</b>	<b>2-Year Targets</b>	<b>4-Year Targets</b>	<b>4-Year Target Adjustment</b>
% of Interstate Pavement in Good Condition	61.1%		65%	61.0%
% of Interstate Pavement in Poor Condition	0.7%		4.9%	2.0%
% of non-Interstate Pavement in Good Condition	39.1%			
% of non-Interstate Pavement in Good Condition (Full Distress + IRI)	24.3%	27.0%	27.0%	21.0%
% of non-Interstate Pavement in Poor Condition	19.4%			
% of non-Interstate Pavement in Poor Condition (Full Distress + IRI)	8.6%	6.0%	6.0%	9.0%
% of NHS bridges classified as in Good Condition	26.2%	28.0%	27.0%	23.5%
% of NHS bridges classified as in Poor Condition	13.3%	13.0%	14.0%	15.5%

**RESOLUTION 22-33**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION ADOPTION OF TARGETS FOR PAVEMENT PERFORMANCE MEASURES ESTABLISHED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and the Fixing America's Surface Transportation Act (FAST Act) established federal requirements for performance management and performance-based planning and programming to ensure the most efficient investment of federal transportation funds, and

**WHEREAS**, MAP-21 and FAST Act require state transportation agencies to set pavement performance measure targets and to implement data collection and reporting procedures for targets, and

**WHEREAS**, MAP-21 and Fast Act require MPOs to support their respective state transportation agencies pavement performance measure targets or set their own customized targets within 180 days of the state target adoption, and

**WHEREAS**, the Illinois Department of Transportation (IDOT) has set their respective target for pavement performance measures in 2018, and

**WHEREAS**, on October 22, 2018, the Peoria-Pekin Urbanized Area Policy Committee elected to adopt the four-year state pavement performance measure targets, and

**WHEREAS**, IDOT can choose to re-evaluate and update these measures every two years, and IDOT has chosen to do so,

**WHEREAS**, the Commission staff has reviewed IDOT's pavement performance measure target updates and has elected to support the State's targets, and

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission supports the pavement performance measure targets updated by IDOT and elects to adopt the state performance measure for pavement.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

ATTEST:

\_\_\_\_\_  
Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission





## MEMORANDUM

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**TO:** Commission

**FROM:** Staff

**SUBJECT:** Public Transportation Agency Safety Plan Performance

**DATE:** Measures February 2, 2022

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**Action needed by Commission:**

Commission to support GPMTD's safety targets for Public Transportation.

- Federal Transportation Bills, MAP-21 and FAST Act, have mandated certain performance measures (PMs) which should guide transportation decision making.
- Safety was the first of these performance measures (PM1) for which MPO's must choose to either set their own target or support IDOT's target. PPUATS chose to support IDOT's target.
- Pavement & Bridge Condition (PM2) and System Performance (PM3) targets were the second performance measures for which MPO's much choose to either set their own target or support IDOT's Target. PPUATS chose to support IDOT's targets
- The Public Transportation Agency Safety Plan (PTASP) final rule was issues on July 19, 2018.
- Applicable providers of public transportation were required to develop Public Transportation Agency Safety Plans, which include the process and procedures for implementing Safety Management System (SMS)
- Applicable providers were also required to set initial targets for the four transit measures by July 20, 2020.
- MPOs must resolve to support GPMTD PTSAP safety targets.
- Moving forward, all PM's will need to be incorporated into our transportation documents – TIP (every year) and LRTP (every 5 years)

Note: FHWA monitors the States' targets. State DOTs monitor MPO targets. Only states are assessed for significant progress made toward established targets.

### Transit Safety Performance Measures

Fatalities	Total number of reportable fatalities and the rate per total vehicle revenue miles by mode
Injuries	Total number of reportable injuries and the rate per total vehicle revenue miles by mode
Safety Events	Total number of reportable events and the rate per total vehicle revenue miles by mode
System Reliability	Mean distance between major mechanical failures by mode

#### BASELINE 2019 SAFETY PERFORMANCE MEASURES

MODE	Fatalities	Rate of Fatalities*	Injuries	Rate of Injuries*	Safety Event	Rate of Safety Events*	System Reliability
FIXED ROUTE	0	0	12	0.6	10	0.5	2,977
DEMAND RESPONSE	0	0	3	0.31	3	0.31	83,794

\*Rate = Total number for the year/100,000 vehicle revenue miles traveled

#### FIXED ROUTE SAFETY PERFORMANCE TARGETS

MODE	Baseline	Target
FATALITIES	0	0
RATE OF FATALITIES*	0	0
INJURIES	12	12
RATE OF INJURIES*	0.6	0.6
SAFETY EVENT	10	10
RATE OF SAFETY EVENT	0.5	0.5
SYSTEM RELIABILITY	2,977	2,977

\*Rate = Total number for the year/100,000 vehicle revenue miles traveled

#### DEMAND RESPONSE SAFETY PERFORMANCE TARGETS

MODE	Baseline	Target
FATALITIES	0	0
RATE OF FATALITIES*	0	0
INJURIES	3	3
RATE OF INJURIES*	0.31	0.31
SAFETY EVENT	3	3
RATE OF SAFETY EVENT	0.31	0.31
SYSTEM RELIABILITY	83,794	83,794

\*Rate = Total number for the year/100,000 vehicle revenue miles traveled

**RESOLUTION 22-34**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION ADOPTION OF TARGETS FOR TRANSIT PERFORMANCE MEASURES ESTABLISHED BY THE GREATER PEORIA MASS TRANSIT DISTRICT.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and the Fixing America's Surface Transportation Act (FAST Act) established federal requirements for performance management and performance-based planning and programming to ensure the most efficient investment of federal transportation funds, and

**WHEREAS**, the Federal Transit Administration (FTA) established regulations (49 U.S.C 5329(d)) requiring operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C § 5307) to develop Public Transportation Agency Safety Plans (PTASPs), which include performance targets based on the safety performance criteria for each mode of transportation provided, and

**WHEREAS**, the Greater Peoria Mass Transit District (GPMTD) has set their respective target for Transit Safety, and

**WHEREAS**, the Commission staff has reviewed GPMTD's safety targets and has recommended to support the transit district's targets, and

**WHEREAS**, the Commission's ultimate goal is zero fatalities and serious injuries because one death on our roadway network is one too many.

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission supports the Transit performance measure targets set by GPMTD and elects to adopt the transit district's performance measures for Transit.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

ATTEST:

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 22-35**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH CEMPEL INTERNATIONAL TRANSPORTATION CONSULTING AND OTHER ANCILLARY ORGANIZATIONS FOR STRATEGIC PLANNING FOR AN AMOUNT NOT TO EXCEED \$20,000**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, the MPO receives state metropolitan planning funds from the Illinois Department of Transportation (IDOT) to supplement its federal transportation funds and to help the MPO fulfill its obligations for transportation planning, and

**WHEREAS**, Staff has budgeted \$20,000 of state metropolitan planning funding in the Commission's FY22 budget funds to develop a regional transportation meeting, and

**WHEREAS**, the Infrastructure Investment and Jobs Act (IIJA) will provide a significant increase in formula and discretionary funds that are available to the Tri-County Region, and

**WHEREAS**, the Executive Director has identified a need to conduct a strategic planning session to educate and engage local policymakers, practitioners, stakeholders, and the general public to help develop and prioritize a regional transportation vision, and

**WHEREAS**, Staff has received proposals from consultants to assist the staff in planning, facilitating, executing and documenting the strategic planning process, and

**WHEREAS**, staff has additional identified subject matter experts from Federal, State, and local agencies to serve as presenters/speakers, and

**WHEREAS**, staff is identifying a venue and estimating all expenses associated with the event (e.g. marketing materials, refreshments, etc.), and

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes its Executive Director to enter into a contract with Cempel International Transportation Consulting for the Strategic Planning with Tri-County Regional Planning Commission and to enter into sub-agreements for ancillary costs for a total amount not to exceed \$20,000.

Presented this 2nd day of February 2022

Adopted this 2nd day of February 2022

\_\_\_\_\_  
Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

ATTEST:

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## MEMORANDUM

**DATE:** January 19, 2022  
**TO:** Eric Miller and Ray Lees, TCRPC  
**FROM:** Erik Cempel, CempelITC  
**SUBJECT:** TCRPC Strategic Planning Discussion – Updated Draft Agendas

### 1. Overall Purpose and Constraints

- Strategic planning for the Peoria urbanized area will be grounded in two meetings: one focused on key stakeholders, and the second on TCRPC commissioners
- The focus of strategic planning will be on high-level vision and goals. It will have a transportation system focus, rather than an internal, reorganization-focused
- In the last development of the RTP, there was no opportunity for visioning, goal development; these were mostly developed internally due to COVID. This strategic planning exercise will make up for that, and will serve as a basis for the next RTP.
- Strategic planning is more about process than the resulting report. The purpose of the meetings is to allow participants to provide input; become engaged; feel heard; get educated; and become advocates/owners.

### 2. Strategic Planning Meeting Agendas

#### *Meeting 1: Stakeholders*

##### **OPTION 1**

**4:45. Pre-Meeting Activities: 1<sup>st</sup> polling – focus on prioritizing goals.** Poll can be sent prior to meeting. Consider pairwise comparison type questions, leading to an understanding of preferences. Ask “personal” questions on how participants use transportation and wish to use transportation to understand their priorities.

**5:00. Opening (Eric Miller or TCRPC chair).** Purpose and need for meeting; how integrates into long range planning process. Touch upon opportunities with IJIA, IL infrastructure bill. Agenda for the evening. Summarize poll results.

**5:05. Keynote 1 (Ray LaHood).** Opportunities with IJIA, IL infrastructure bill. Get stakeholders and decision makers on the same page with regional agenda for transport system. Position to apply for funding.

**5:25. Potential VIP Comments.**

**5:30. Breakout tables by element of SWOT.** Also include 1 or more “zoom tables”, pending # of participants; these may duplicate those in the room. Identify in advance a stakeholder to lead each group. We select persons for each table to ensure even distribution; Ideally no more than 8 people per table. Background 1-pagers will be provided summarizing existing conditions and issues to help spark discussion.

**5:55. Report back.**

**6:15. Keynote 2 - Future visions (speaker or panel TBD).** Could include topics such as sustainability and sustainable growth; smart cities; technology (e.g., CAV, EVs) and implications (pros and cons) for transportation and future growth. How do these things make the region more attractive and affect

# Draft

quality of life?

**6:35. Local Context Presentation (staff, consultant).** Existing conditions in Peoria area in terms of breakout areas above. Existing initiatives, e.g., focused on CAVs and shared mobility. Snapshot of other potential benchmark cities.

**6:45. 2<sup>nd</sup> polling.** 1. Recheck prioritizing goals. 2. Future vision: What do *you* want the region to look like? Lay out several typologies/scenarios for respondents to allocate fake, finite money to. Scenarios will be accompanied by a variety of metrics, such as costs and benefits that help to define them.

**6:50. Q&A.** Staff/consultants can field questions from Zoom chat, other questions submitted by in-person participants.

**7:00. Staff, consultants remain to answer questions; continue Q&A.**

- A virtual option will be provided. The virtual program will be integrated into the in-person programs, but will have a slightly different run-of-show, and will have a virtual moderator.
- Provide an email address to participants for questions and comments leading up to, during, and after the event. Provide comments cards at the event itself as an additional tool for feedback. Provide online opportunity for Zoom or in-person participants to type comments real-time, allowing staff/consultants to moderate.
- Provide post-meeting feedback to participants who asked questions. Follow up one-on-one as needed.
- Commissioners and other selected local leaders will be invited to help seed and encourage conversations. They will be provided background information prior to the meeting.
- Online, real-time polling will help encourage participation and feedback. Participants can use cell phones; extra devices will also be available for participants to use.

## ***Meeting 2. Commissioners***

**10:00. Opening Remarks (TCRPC chair).**

**10:05. Primer on TCRPC (Eric Miller).** Clarify role as commissioners. While TCRPC has roles beyond transportation, focus the conversation of its role as an MPO, and the role of MPO in Federal process.

**10:15. Introductory remarks (Ray LaHood).** Opportunities with IJJA, IL infrastructure bill. Get stakeholders and decision makers on the same page with regional agenda for transport system. Position to apply for funding.

**10:35. Potential VIP Comments**

**10:40. Summary of state and Federal policy, focused on recent funding packages (consultant).** Alignment with state and federal policy, with a goal of being prepared to get Federal and state funding. Include state policies/programs for emerging transportation technologies.

**10:55. Breakout tables by element of SWOT.** Tables will take notes and share with staff/consultant, who will compile for later use in program.

**11:20. Outcomes from public meeting (consultant).** What was heard? What does the public like or dislike? Commissioners who attended the meeting will be encouraged to provide additional feedback on what they heard.

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**11:35. Recognition of various advances/trends in transportation (Speaker TBD).** Summarize technological and policy trends nationally and in other cities, identifying pros and cons of each, including future risks. Identify the implications of each for local decision-makers and agency leaders.

**11:50. Local Context Presentation (TPRPC staff, consultant).** Existing conditions, trends, constraints, and future risks in Peoria area. Existing initiatives, e.g., focused on CAVs and shared mobility. Snapshot of other potential benchmark cities. Overview of current RTP.

**12:10. 1<sup>st</sup> Polling: Rank goals/objectives from current plan.**

**12:15. Break; boxed lunch.** Eat during panel discussion.

**12:30. Panel Discussion: Economic Development and Transportation, with Regional Focus.**

- Moderator: Chris Setti, CEO, Peoria Area EDC
- Freight/Logistics (panelist TBD)
- Innovation and Technology (panelist TBD)
- Access to jobs, including topics such as transit, shared mobility, land use, etc. (panelist TBD)

**1:00. Transition to Commissioner Participation (TCRPC Chair).** Identify the outcomes we hope to achieve in final portion of the meeting; encourage commissioners to participate and provide guidance to staff.

**1:05. 2<sup>nd</sup> Polling: Prioritize groups of topics from earlier SWOT.**

**1:10. Breakout – Leveraging the SWOT.** How to turn key weaknesses, threats into strengths, opportunities? How to leverage the current strengths, opportunities? Develop strategies; consider roles and responsibilities for strategies.

**1:35. Report back.**

**1:55. Discussion: Regional Vision (consultant).** Start with current vision; propose some edits and specificity based on stakeholder input for commissioner reaction. Open for discussion.

**2:20. Wrap-up; post-meeting social activity.**

## 3. Planning

- Poll questions created for this meeting can be shared with commissioners in advance for them to poll their own boards.
- Materials including last RTP, summary of stakeholder input from prior meeting, 1-pager on Federal policy and funding streams can be shared in advance.
- Meet with commission prior to stakeholder meeting to brief them on proposed approach and content.