



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

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

www.tricountyrpc.org

Ways & Means Committee.....8:30 a.m., June 1, 2022
Full Commission/Executive Board (in lieu of Lack of Quorum) ...9:00 a.m., June 1 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 May 4, 2022 Commission minutes**
- 5. Public Meeting – FY 2023-2026 Transportation Improvement Program (TIP)**
- 6. Chairman report**
- 7. Executive Director report**
- 8. Ways and Means Report**
 - a. Motion to approve April 2022 Financial Statements and Billings (Resolution 22-52)
 - b. Motion to approve Fiscal Year 2023 Commission Budget (Resolution 22-54)
- 9. Administration**
 - a. Motion to approve Slate of Officers and Committee members for a period of July 1, 2022 to June 30, 2023 (Resolution 22-51)
- 10. GIS**
 - a. Motion to approve Executive Director to purchase maintenance for GIS software from ESRI Environmental Systems Research Institute and renew (2) Trimble Virtual Reference Station (VRS) network subscriptions (Resolution 22-53)
- 11. Planning**
 - a. Motion to approve Joint Funding Agreement FY 2023 (Resolution 22-55)
 - b. Motion to approve FYs 2021-2024 TIP amendments
 - i. Project S-23-06 Intersection Improvements
 - ii. Project S-23-07 Bridge Replacements
 - c. Motion to approve the East Peoria Stormwater Planning Project (Resolution 22-56)
- 12. Updates**
 - Strategic Planning
 - Hanna City Trail
 - IDOT
 - FHWA
- 13. Other**
- 14. Adjournment**



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Full Commission/Executive Board (in lieu of Lack of Quorum) ...9:00 a.m., May 4, 2022

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Chairman Mike Hinrichsen called the meeting to order at 9:00 a.m.

2. Roll Call

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

Present: Eric Miller, Rebecca Eisele, Ray Lees, Debbie Ulrich, Logan Chapman, and Reema Abi-Akar.
 Virtual staff: Britney West. Also present: Brandon Geber- IDOT, Betsy Tracy- FHWA, Doug Roelfs- CityLink

3. Public Input

Chairman Mike Hinrichsen welcomed Don Knox from CityLink to the committee replacing Sharon McBride.

4. Motion to approve April 6, 2022, Commission minutes

John Kahl moved to approve April 6, 2022, minutes and Don White seconded. Motion carried.

5. Chairman report

Chairman Mike Hinrichsen recognized TCRPC newsletter that had Reema Abi-Akar and Michael Bruner completing Leadership School. He also thanked staff for Strategic Planning session and their participation in the OLLI program.

6. Executive Director report

Eric Miller reported on the following:

- Commission Strategic Planning Session is scheduled for June 3rd from 9:00 a.m. to 2:00 p.m.
- He has visited Creve Coeur and Bartonville on issues they may have, and we can assist them with.
- Working on several scopes of work and plans proposals
- Hanna City Trail has no developments

7. Ways and Means Report

a. Motion to approve March 2022 Financial Statements and Billings (Resolution 22-47)

John Kahl moved to approve March 2022 Financial Statements and Billings (Resolution 22-47) and Leon Ricca seconded.

Rebecca Eisele reported on the following:

- End of month Operating cash was \$860k. Net cash increased in March by \$107k. Operating Activities in March resulted in a net surplus of approximately \$8k.
- Accounts Receivable at the end of the month was \$112k. Of the A/R balance, \$81k was federal funds, and \$15k was local funds.
- Accounts Payable at the end of the month was \$14k, there was \$5k in unpaid pass-through expenses as of the end of March. The remaining \$9k A/P balance included regular monthly bills, including health, dental, vision, and life insurances.
- Total Current Billings for March were \$80k, less uncollectible write-offs of \$3k and minus direct pass-throughs of \$5k, resulted in Operating Revenue of approximately \$71k. March included 23 regular working days, and no paid holidays.
- Total expenses for March were \$73k, minus direct pass-throughs of \$5k which resulted in Operating Expenses of \$67k.
- March ended with a net surplus of about \$8k, and FY22 has a year-to-date surplus of \$22k.

Motion carried.

b. Motion to approve engagement letter with Martin Hood LLC for FY2022 financial audit (Resolution 22-48)

John Kahl moved to approve engagement letter with Martin Hood LLC for FY2022 financial audit (Resolution 22-48) and Greg Menold seconded.

Eric Miller said this is the 3rd year of their 5-year contract.

Motion carried.

c. Presentation of draft Fiscal Year 2023 Commission budget

Eric Miller discussed the draft budget. He said SPR funds may be added by July 1, 2022, and Port District funds may be added to revenue if we assist them. The final draft will be back in June for approval.

8. Administration

- a. Discussion and recommendation of Commission policy for member participation via virtual meetings.
 - Chairman Hinrichsen mentioned that according to by-laws our meeting needs to be in person when the Governors Order expire. Virtual will not be available and the participation of members need to be face to face.
 - Eric Miller added that according to OMA (Open Meetings Act) you may participate virtual if you are sick, emergency or you are out of town because of work.
 - Greg Menold added we need to follow OMA rules.
 - Don White said we need to follow our by-laws
 - Patrick Urich said we need to get back to in person meetings.

9. Planning

- a. Discussion of Strategic Planning
 - Eric Miller thanked everyone for attending in person or virtual. He would like everyone's comments. There were between 130 and 140 that attended in person or virtual. Staff will compile all into a booklet. The Commission Strategic Planning meeting is June 3, 2022, from 9:00 a.m. to 2:00 p.m. in this conference room.
 - Mike Hinrichsen said the staff did a great job and this is what is important to get persons involved.
 - Brandon Geber- IDOT and Patrick Urich said great job.
- b. FYs 2025-26 Surface Transportation Block Grant (STBG) Traditional Program (Handout)
Reema Abi-Akar updated on the following:
 - Approximately there is \$6.56 million available. On March 16, 2022, there was a Call for Projects and April 29, 2022, the applications were due to staff. We received seven project submissions from six jurisdictions:
 - City of East Peoria, Grange Road: Centennial Dr to Route 24
 - Cit of Pekin, Court St. Rehabilitation
 - City of Pekin, Derby St Rehabilitation
 - City of Peoria, Northmoor Rd/ University St Intersection
 - Peoria County, Sheridan Rd (Glen to Northmoor)
 - Tazewell County, Muller Rd: East Peoria to Morton
 - City of Washington, Nofsinger Road Realignment

The review committee consists of 3 people from Technical Committee. We do invite anyone here who would like to join. We will grade and select the 3 projects.

On May 18, 2022, we will have presentations to the Technical Committee.
- c. Discussion regarding Administration of HOI Port District Grant (Attachment)
Eric Miller discussed that Illinois State House Bill Appropriations, Section 455-Port District Operating Funds has secured \$500,000 for the Port District. They are asking TCRPC to possible enter into a formal contractual agreement to ensure the referenced Contract Management and Administrative Services for the grant.

- d. Motion to approve Executive Director to enter into an agreement with chosen consultant for Special Studies Funding of \$30k, to City of East Peoria (Resolution 22-49).

James Dillon moved to approve Executive Director to enter into an agreement with chosen consultant for Special Studies Funding of \$30k, to City of East Peoria (Resolution 22-49)

Leon Ricca seconded.

- Reema Abi-Akar updated this is within Special Studies funding. There is \$80,000 available in FY22 Federal Transportation Funds. Three local agencies applied:
 - City of Peoria- Passenger Rail Station Study (\$50k)
 - Peoria County- Hanna City Trail Connection Study (\$30k). With unforeseen circumstances with the purchase of Hanna City Trail corridor Peoria County returned their funds. The staff recommends reprogramming \$30k for a consultant study to direct staff to issue a call for projects. The funds must be spent by end of calendar year. The Technical committee recommended to use \$30k to fund part of East Peoria's study for Stormwater planning management (originally \$80k). We are still waiting to hear back from FHWA if the East Peoria study is eligible.

Motion carried.

- e. Motion to approve Executive Director to enter into an agreement with Logan County for GIS staffing services (Resolution 22-50)

John Kahl moved to approve Executive Director to enter into an agreement with Logan County for GIS staffing services (Resolution 22-50) and Don White seconded.

- Reema Abi-Akar updated that Logan County's GIS person has moved on. They have reached out to us to see if we could offer our GIS staffing services. We have met and discussed what they want us to do. We have submitted a proposal with a not-to-exceed amount similar to Woodford County. The Logan County Board just approved this proposal and budget on April 19, 2022, on a not to exceed amount of \$45,000. The services will begin May 1, 2022 and expire April 30, 2023.

Motion carried.

10. Updates

- IDOT Highway Safety Improvement Program funding announcement
Eric Miller updated there is \$3m for HSIP
- FTA 5310 Funding Update
Reema Abi-Akar said we now have a fully executed grant for two projects:
 - Washington paratransit expansion (\$100k local; \$100k federal \$200k total; 50/50)
 - City of Peoria pedestrian improvements engineering (\$3,457 local; \$13,830 federal; \$17,287 total; 80/20)

The next steps are working with both entities on logistics including NEPA

East Peoria sidewalk project Richland neighborhood still needs to work through NEPA (environmental) with them as well

- IDOT- nothing to add
- FHWA- nothing to add

11. Other

12. Adjournment

Ron Talbot moved to adjourn at 9:42 a.m. and John Kahl seconded. Motion carried.

Submitted by:
Eric Miller
Executive Director

Transcribed by:
Debbie Ulrich
Office Manager

DRAFT

To: Members of the Commission
 From Eric W. Miller, Executive Director
 Date: May 16, 2022
 Subject: Executive Director Report for May 2022

Project	Activity	Status
Administrative		
Headlines	Held first session of Strategic Planning Meeting	Ongoing
	Working with stakeholders with guardrail agreements	Ongoing
	Meeting with Members to discuss strategic Planning	Ongoing
	Working with members on support for federal grant programs	Complete
	Coordination with Stakeholders regarding Hanna City Trail implementation	Ongoing
	Continued support of regional freight transportation through the Heart of Illinois Regional Port District	Ongoing
	Working with Port District on DCEO funding	Ongoing
	Working with IDHS regarding Program Audit	Ongoing
	Meeting with Chillicothe reps. Regarding Rail Viaduct project	Ongoing
	Presenting to Downtown Rotary regarding Pedestrian and Bike Planning initiative	Ongoing
Commission vendor selection	Developing RFQ for legal services	Will begin in July
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
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 discussion with stakeholders re: Island Design Workshop -USACE Engineering with Nature (nat)	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 is ongoing	Ongoing
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding scope of work	Ongoing
Village of Minonk Comp Plan	Presented scope of work and Contract to Village Board	Ongoing
Village of Eureka park mapping project	Work is ongoing	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
Watershed Planning	Submitted Scope of Work and IEPA 319 Grant Submittal for a Watershed plan in Kickapoo Creek WS	Ongoing
Hazard Mitigation Plan	Submitted full proposal to update Hazard mitigation plan, Coordination with IEMA and Stakeholders	Ongoing
Online Collaboration Platform	Implementation of ARC Hub Citizen Engagement Platform	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		
Logan County GIS technical assistance	Signed Contract, work has commenced	Ongoing
Maintained COVID-19 dashboard for Woodford County Health Dept.		Ongoing
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	Development of FY 23 Transportation Improvement Program	Complete
	Creation of web based TIP document application	
	Processed FY 22 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
Special Transportation Studies		
City of East Peoria Riverfront Bikeway study	Project is complete	Complete
Woodford County Pavement evaluation	Project is complete	Complete
East Peoria Storm Sewer planning	Consultant Selection underway	Ongoing
Passenger Rail multimodal Center location study	Draft report received	Ongoing
		Ongoing
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	Project is underway, coordinating with consultant	Ongoing
FY 23 State Planning and Research Funding	4 proposals submitted awaiting award decision by IDOT	ongoing
HSTP/Transportation		
5310 program Grant	work with 5310 Grant recipients to ensure commitment to project	Ongoing
HSTP meetings		

RESOLUTION 22-52

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

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 April 2022 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 April 2022 are approved.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

Tri-County Regional Planning Commission

Balance Sheet

As of April 30, 2022

	Current Month	Previous Month	Previous Year
	Apr 30, 22	Mar 31, 22	Apr 30, 21
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	862,183	859,501	653,406
Total 10000 · Cash - Unrestricted	862,183	859,501	653,406
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	206,079	194,115	51,228
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	9,275	8,825	17,288
Total 11000 · Cash - Restricted	236,122	223,708	89,285
Total Checking/Savings	1,098,305	1,083,209	742,691
Accounts Receivable			
13000 · Accounts and Grants Receivable	118,008	111,836	363,240
Total Accounts Receivable	118,008	111,836	363,240
Other Current Assets			
15000 · Prepaid Expenses	27,797	28,949	21,642
Total Other Current Assets	27,797	28,949	21,642
Total Current Assets	1,244,110	1,223,994	1,127,573
Fixed Assets			
17100 · Computer Equipment	33,098	33,098	33,098
17101 · Accum. Deprec. - Computers	(33,098)	(33,098)	(32,627)
Total Fixed Assets	-	-	471
TOTAL ASSETS	1,244,110	1,223,994	1,128,043
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	38,275	15,292	72,629
20011 · MCB Credit Card	1,347	16	-
Other Current Liabilities			
21000 · Accrued Expenses	1,488	1,864	661
21100 · Accounts Payable - Employees	289	340	20
22000 · Employer Liabilities			
22100 · Accrued Wages Payable	22,021	21,171	22,997
22200 · Accrued Vacation/Personal Time	58,179	58,241	64,796
22300 · Unvested Retirement	9,446	8,995	17,514
22500 · Payroll Taxes and Withholdings	2,746	3,386	2,880
Total 22000 · Employer Liabilities	92,391	91,794	108,188
23000 · Unearned Revenue			
23100 · PPUATS	184,655	188,155	29,837
23200 · IL MPO	19,238	19,238	19,238

Tri-County Regional Planning Commission

Balance Sheet

As of April 30, 2022

	Current Month	Previous Month	Previous Year
	Apr 30, 22	Mar 31, 22	Apr 30, 21
23250 · Walkability Funds	-	-	10,975
23300 · Woodford County	-	-	6,533
23400 · Regional Server Partnership	2,250	2,250	1,500
23500 · Village of Washburn	488	488	488
Total 23000 · Unearned Revenue	206,630	210,130	68,571
Total Other Current Liabilities	300,799	304,128	177,440
Total Current Liabilities	340,421	319,436	250,069
Total Liabilities	340,421	319,436	250,069
Equity			
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
Net Income	18,338	19,206	51,714
Total Equity	903,689	904,558	877,975
TOTAL LIABILITIES & EQUITY	1,244,110	1,223,994	1,128,043

Tri-County Regional Planning Commission

Profit & Loss

April 2022

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Apr 22	Mar 22	Jul '21 - Apr 22	Jul '20 - Apr 21
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	58,998	58,007	666,613	771,558
42000 · State Grants and Awards	32,090	11,143	217,993	371,340
43000 · Local Matching Contributions	-	-	(6,648)	85,519
44010 · GIS Support	1,623	1,848	21,132	53,841
44020 · Planning & Zoning Support	1,315	1,187	13,396	20,767
45000 · Member Dues	3,500	4,250	40,852	41,290
46000 · Interest Income	20	20	136	271
Total Income	97,547	76,455	953,474	1,344,587
Gross Profit	97,547	76,455	953,474	1,344,587
Expense by Account & Category				
Total 61000 · Computer Expenses	1,790	1,480	51,832	22,282
Total 61500 · Outside Services	32,665	2,553	198,979	394,483
Total 62000 · Depreciation	-	-	157	1,569
Total 63000 · Employee Benefits	12,848	11,854	135,367	148,441
Total 63500 · Office Administration	1,721	(202)	17,367	20,827
Total 64000 · Miscellaneous	-	-	(5,300)	16,046
Total 65000 · Professional Fees	295	756	40,573	168,577
Total 65500 · Facility Costs	3,646	3,850	40,852	34,128
Total 66000 · Salaries and Wages	44,477	45,944	442,532	485,133
Total 67000 · Travel and Training	974	2,796	12,778	1,387
Total Expense	98,415	69,030	935,137	1,292,873
Net Income	(869)	7,425	18,338	51,714

Tri-County Regional Planning Commission

Statement of Cash Flows

July 2021 through April 2022

	Apr 22	Jul '21 - Apr 22
OPERATING ACTIVITIES		
Net Income	(869)	18,338
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(6,172)	320,896
15000 · Prepaid Expenses	1,152	(7,428)
20000 · Accounts Payable	22,983	(78,518)
20011 · MCB Credit Card	1,331	1,296
21000 · Accrued Expenses	(376)	497
21100 · Accounts Payable - Employees	(51)	163
22100 · Accrued Wages Payable	850	(402)
22200 · Accrued Vacation/Personal Time	(63)	(6,895)
22300 · Unvested Retirement	450	(5,306)
22503 · FICA & Medicare	65	(38)
22504 · IL Unemployment Taxes	(692)	(29)
22505 · 457 (b) Contributions	(0)	(89)
22520 · United Way	(13)	(13)
23100 · PPUATS	(3,500)	154,818
23250 · Walkability Funds	-	(10,975)
23300 · Woodford County	-	(4,667)
23400 · Regional Server Partnership	-	2,250
Net cash provided by Operating Activities	15,096	383,898
INVESTING ACTIVITIES		
17101 · Accum. Deprec. - Computers	-	157
Net cash provided by Investing Activities	-	157
Net cash increase for period	15,096	384,055
Cash at beginning of period	1,083,209	714,250
Cash at end of period	1,098,305	1,098,305

Tri-County Regional Planning Commission
Check Register - Operating Account
April 2022

Date	Num	Name	Memo	Amount
04/01/2022	ACH	Comcast	Phones and Internet	360.95
04/01/2022	ACH	Delta Dental	Dental Insurance	238.31
04/01/2022	ACH	Guardian	Life, Disability, and Vision Insurance	410.68
04/01/2022	ACH	Hinckley Springs	Water	11.25
04/01/2022	1233	Heart of IL United Way	Community Impact Fund - Payroll Liability	19.50
04/04/2022	TRANSFER	PPUATS Money Market	PPUATS Funds Transfer	15,459.00
04/05/2022	ACH	Staff - Payroll	Payroll 03/16/22 - 03/31/22	16,105.68
04/05/2022	ACH	Department of the Treasury	Payroll Taxes 03/16/22 - 03/31/22	5,324.10
04/05/2022	ACH	CEFCU	Payroll Liability 03/16/22 - 03/31/22	1,050.00
04/05/2022	ACH	Illinois Department of Revenue	Payroll Taxes 03/16/22 - 03/31/22	1,005.51
04/05/2022	ACH	Nationwide	Retirement 03/16/22 - 03/31/22	1,599.17
04/05/2022	ACH	Unvested Retirement Account	Retirement 03/16/22 - 03/31/22	225.18
04/06/2022	FEE	Morton Community Bank	Stop Payment Fee - Check# 1210 Lardner/Klein	30.00
04/06/2022	1234	APWA	Registrations	200.00
04/06/2022	1235	Blue Cross and Blue Shield of Illinois	Health Insurance	6,703.10
04/06/2022	1236	City of Peoria	Rent - 04/2022	2,950.00
04/08/2022	ACH	Heartland Parking	Parking Validations	104.00
04/08/2022	ACH	Heyl Royster	Legal Fees	756.00
04/08/2022	ACH	Lochmueller Group, Inc.	Activity Based TDM / Metro Planning	2,500.00
04/08/2022	ACH	Quill Corporation	Office Supplies	84.85
04/08/2022	ACH	The Cleaning Source	Office Cleaning - 03/2022	186.00
04/08/2022	ACH	Verizon Wireless	Phones	308.31
04/20/2022	ACH	Staff - Payroll	Payroll 04/01/22 - 04/15/22	15,416.44
04/20/2022	ACH	Department of the Treasury	Payroll Taxes 04/01/22 - 04/15/22	5,045.56
04/20/2022	ACH	CEFCU	Payroll Liability 04/01/22 - 04/15/22	50.00
04/20/2022	ACH	Illinois Department of Revenue	Payroll Taxes 04/01/22 - 04/15/22	975.28
04/20/2022	ACH	Nationwide	Retirement 04/01/22 - 04/15/22	1,599.17
04/20/2022	ACH	Unvested Retirement Account	Retirement 04/01/22 - 04/15/22	225.17
04/20/2022	ACH	IL Dept of Employment Security	1st Qtr Unemployment Taxes	732.33
04/20/2022	1237	Morton Community Bank	03/2022 Credit Card Payment - West	633.96
04/20/2022	1238	Morton Community Bank	03/2022 Credit Card Payment - Miller	327.00
04/20/2022	1239	Morton Community Bank	03/2022 Credit Card Payment - Ulrich	1,407.52
04/20/2022	1240	C-City of Peoria	Utilities	425.73
04/22/2022	ACH	Cempel Int. Transportation Consulting	TCRPC Strategic Planning Workshop	4,435.20
04/22/2022	ACH	ESRI, Inc.	ArcGIS credits	500.00
04/22/2022	ACH	Facet Technologies, Inc.	Flex Service / Web Hosting Contract - 05/2022	985.00
04/22/2022	ACH	Hinckley Springs	Water	88.38
04/22/2022	ACH	Pearl Technology	SSL Certificate	49.95
04/22/2022	ACH	Quill Corporation	Office Supplies	109.92
04/22/2022	ACH	WEX Bank	Gas Card Payment	33.86
04/30/2022	ACH	Morton Community Bank	Service Charge	15.81
Register			Total Checks	88,687.87

Tri-County Regional Planning Commission
Credit Card Register
April 2022

Date	Employee Card	Vendor	Memo	Amount
03/31/2022	Ulrich	Adobe	Adobe User Subscription - Accounting	15.93
04/03/2022	Bruner	Amazon Business	Office Supplies	25.34
04/05/2022	Ulrich	Adobe	Adobe User Subscription - Miller	15.93
04/05/2022	Ulrich	Amazon Business	Office Supplies	14.99
04/06/2022	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
04/07/2022	Ulrich	Qbox	QuickBooks File Management	12.00
04/12/2022	Miller	Scottish Rite Theater	Strategic Planning Meeting 04/28/22	552.00
04/15/2022	Ulrich	Adobe	Adobe Main Account Subscription	52.99
04/15/2022	Ulrich	Intuit - QuickBooks	Annual Payroll Subscription	515.13
04/19/2022	Bruner	American Planning Association	2022 APA-ISS Spring Conference - M. Bruner	75.89
04/24/2022	Ulrich	American Planning Association	2022 APA-ISS Spring Conference - R. Lees	12.24
04/25/2022	Bruner	Poll Everywhere, Inc.	Polling Program for Strategic Planning Workshop	120.00
04/29/2022	Miller	Scottish Rite Theater	Strategic Planning Meeting 04/28/22	23.22
04/30/2022	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	1,451.59

Date	Employee Card	Vendor	Memo	Amount
04/18/2022	Ulrich	GoToMeeting.com	Credit for GoToMeeting.com - rate correction	(115.33)
04/21/2022	Ulrich	GoToMeeting.com	Adjustment for GoToMeeting.com - rate correction	25.00
04/21/2022	Ulrich	GoToMeeting.com	Credit for GoToMeeting.com - rate correction	(14.28)
Register			Total Refunds and Credits	(104.61)

RESOLUTION 22-54

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2023 BUDGET.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, routinely seeks funding from a variety of sources to perform projects that are beneficial to the region and/or to the individual communities in the region, and

WHEREAS, the Commission creates and uses a consolidated budget to manage its programs and monitor its finances, and

WHEREAS, the Executive Board recommends the attached budget,

WHEREAS, the Ways and Means Committee has reviewed the FY2023 Budget and recommends approval.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY 2023 Budget for the period from July 1, 2022, to June 30, 2023 and authorizes the Executive Director to take such actions as necessary to implement the budget within the confines of the Commission policy.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission Budget for FY23

Revenue By Fund	FY23 Budget Estimate	FY23 Federal	FY23 State	FY23 Local
FY23 UWP Federal	814,198.91	814,198.91		
FY23 UWP State Match	203,549.73		203,549.73	
FY23 PPUATS Local Projects - TO BE PROGRAMMED	158,549.73			158,549.73
FY22 UWP Federal	86,779.45	86,779.45		
FY22 UWP State Match	21,694.86		21,694.86	
FY23 IDOT Asset Mgmt Software Federal	62,086.80	62,086.80		
FY23 IDOT Asset Mgmt Software State Match	34,384.20		34,384.20	
FY23 IDOT Asset Mgmt Software Local Match	4,600.00			4,600.00
FY23 IDOT Activity Based TDM Federal	380,000.00	380,000.00		
FY23 IDOT Activity Based TDM State Match	95,000.00		95,000.00	
FY23 IDOT District 4 TDM - NEW	68,821.78	68,821.78		
FY23 HSTP	71,546.07	71,546.07		
Hazard Mitigation - Federal - NEW	88,250.00			
GIS - GPSD	4,500.00			4,500.00
GIS - Woodford County	21,375.00			21,375.00
GIS - Logan County - NEW	19,875.00			
County Dues from PPUATS Funds	45,000.00			
Planning Review - Tazewell Co	9,045.00			9,045.00
Land Use Plan - NEW	10,000.00			
Interest	150.00			150.00
Total FY23 Budgeted Revenue	2,199,406.53	1,483,433.01	354,628.79	198,219.73

Tri-County Regional Planning Commission Budget for FY23

Expenses	FY22 EOY Estimate	FY23 Budget Estimate
Computer Expenses:		
Computer Hardware & Supplies		17,200.00
Computer Software & Support		28,000.00
Total Computer Expenses	72,843.00	45,200.00
Outside Services:		
Computer Support Contracts		96,244.00
Consultants		1,003,975.43
Contract Services - Special Projects		-
Total Outside Services	246,393.95	1,100,219.43
Depreciation:		-
Employee Benefits:		
Health Insurance		77,376.58
Parking		11,220.00
Payroll Taxes		54,810.07
Retirement		33,379.89
Workers Compensation Insurance		1,353.00
Total Employee Benefits	165,998.03	178,139.54
Office Administration:		
Bank Service Charges		185.00
Copier Expense		5,014.92
Vehicle (Fuel & Parking)		2,900.00
Internet & Phones		8,040.00
Professional Liab & Auto Ins		2,088.96
Office Supplies		1,500.00
Postage		100.00
Repairs & Maintenance		1,000.00
Subscriptions		59.00
Office Water		500.00
Total Office Administration	22,974.26	21,387.88
Miscellaneous Projects Costs:		
Advertising		2,500.00
Dues (APA)		2,000.00
Legal Publications		50.00
Other Miscellaneous Expenses		2,429.80
Total Miscellaneous Project Costs	6,213.48	6,979.80
Professional Fees:		
Accounting/Audit		25,125.00
HR Consultant		4,700.00
Legal Fees		7,500.00
Speakers		25,000.00
Total Professional Fees	45,458.19	62,325.00
Facility Costs:		
Office Rent		35,400.00
Office Cleaning		2,232.00
Property & Casualty Insurance		4,358.04
Utilities		3,200.00
Total Facility Costs	45,080.24	45,190.04
Salaries & Wages:	528,166.38	668,443.81
Travel and Training:		
APWA Conference		7,500.00
Other Travel, Training & Conferences		15,390.72
Meeting Expenses		3,360.00
Mileage Reimbursements		4,913.76
Total Travel and Training	13,512.92	31,164.48
TOTAL EXPENSES	1,146,640.45	2,159,049.98
SURPLUS/(DEFICIT)		40,356.55

RESOLUTION 22-51

A Resolution of the Tri-County Regional Planning Commission to Adopt the Slate of Officers and Committee Members for a Period from July 1, 2022-June 30, 2023.

Whereas, the Nominations Committee of the Tri-County Regional Planning Commission, hereafter referred to as the Commission is to prepare a slate of nominations for the Commission Officers, Executive Board and Committee Members, as per Commission bylaws; and

Whereas, the Nominations Committee of the Commission has contacted all appointees and received their agreement for said appointments; and

Whereas, the Nominations Committee recommends the following Commission Officers, Executive Board and Committee Members.

Therefore Be It Resolved By the Commission as Follows: That beginning July 1, 2022-June 30, 2023, the following shall be the Commission Officers, Executive Committee and Committee Member Appointments:

Executive Board:

Chairman Don White- Peoria
Vice-Chairman Greg Menold-Tazewell
Treasurer Chuck Nagel-Woodford
Russ Crawford-Tazewell
Rita Ali-Peoria City
Andrew Rand-Peoria
Barry Logan-Woodford
John Kahl-At-Large

Personnel Committee:

Chairman Greg Menold-Tazewell
Don White-Peoria
Barry Logan-Woodford

Ways & Means Committee:

Chairman Chuck Nagel-Woodford
Andrew Rand-Peoria
John Kahl-Tazewell

Nominations:

Chairman Russ Crawford-Tazewell
Rita Ali-Peoria
Chuck Nagel-Woodford

Commission Leadership Rotation*:

Peoria (2022-2024)-Tazewell (2024-2026)-Woodford (2026-2028)

*All official terms are one (1) year with the possibility of one (1) additional year to be determined by the Nominations Committee recommendation. Exception for abbreviated terms due to departure from office, with replacement by Nominations Committee recommendation.

Presented this 1st day of June, 2022

Adopted this 1st day of June, 2022

Mike Hinrichsen, Chairman,
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 22-53

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PURCHASE MAINTENANCE FOR GIS SOFTWARE FROM ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (ESRI) AND RENEW TWO TRIMBLE VIRTUAL REFERENCE STATION (VRS) NETWORK SUBSCRIPTIONS.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, offers a wide range of services to its members, which require the use of ESRI software and data collection assistance with up-to-date GPS equipment and software, and

WHEREAS, ESRI is a subscription-based software, which requires a maintenance contract to receive updates and technical support, and

WHEREAS, asset management is an emphasis area in the Infrastructure Investment Jobs Act. Updated GPS equipment and software will provide the Commission and its members with an effective tool to collect the region's assets, and

WHEREAS, the renewal of the two Trimble VRS Network Subscriptions will continue to provide the accuracy needed for current data collection projects, and

WHEREAS, Staff evaluates the licenses on an annual basis to determine that they align with the Commission's goals, and

WHEREAS, the maintenance purchase and associated credits and subscriptions will not exceed \$28,000, and

WHEREAS, adequate funding for these purchases has been included in the Equipment and Maintenance line item of the FY 2023 budget.

THEREFORE BE RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes the Executive Director to purchase software maintenance, subscriptions, and credits for an amount not to exceed \$28,000.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 22-55

JOINT FUNDING AGREEMENT – UNIFIED PLANNING WORK PROGRAM FY 2023

This agreement is hereby entered into by the members of the participating agencies of the metropolitan planning organization (MPO) of the Peoria-Pekin Urbanized Area, recognized under Section 134 of the *Infrastructure Investment and Jobs Act (IIJA)*. It is intended to set forth the procedures and methods agreed upon to ensure sufficient local matching funds enabling the Peoria-Pekin Urbanized Area to receive **\$814,199** in Federal Highway Administration and Federal Transit Administration planning funds. The funding requires a 20% local match, requiring a total local match of **\$203,550** for Fiscal Year 2022. It is further agreed that the Greater Peoria Mass Transit District provides **\$3,800** as a pass-through membership fee for participation in the planning process.

The Federal Planning funds, FTA funds, and local dollars will be utilized for the work and services performed in accordance with the Unified Planning Work Program (UPWP) for Fiscal Year 2023. The work and services and their associated costs as contained in the UPWP were adopted by the Tri-County Regional Planning Commission. If state funds can be utilized to offset local match for FY23, local dollars will be programmed by the Tri-County Regional Planning Commission in a separate work program.

Each participating agency identified herein hereby agrees to pay its entire share to the MPO not later than November 1, 2022. The MPO is hereby designated to deposit local funds into a special bank account. Withdrawals from this account shall be for reimbursement for work accomplished on the appropriate designated work tasks. The MPO shall make a monthly report to the Tri-County Regional Planning Commission accounting for the expenses incurred on the work tasks identified in the UPWP. Federal and State funds shall be requested by and dispersed directly to the MPO in accordance with agreements of the State of Illinois and the Greater Peoria Mass Transit District.

The local money for FY 2023 shall be provided by each of the participating agencies noted herein by the contributing percentage of MFT funds each such agency received in Calendar Year 2020.

Community	2021 MFT Allotment	2021 MFT %	FY2022 Contribution
Peoria County	\$2,163,028	22.30%	\$44,537
Tazewell County	\$1,716,677	17.70%	\$35,346
Woodford County	\$609,932	6.29%	\$12,558
City of Peoria	\$2,522,577	26.00%	\$51,940
City of Pekin	\$747,822	7.71%	\$15,398
City of East Peoria	\$513,302	5.29%	\$10,569
City of Washington	\$363,361	3.75%	\$7,482
Village of Bartonville	\$141,936	1.46%	\$2,922
Village of West Peoria	\$102,191	1.05%	\$2,104
Village of Morton	\$356,802	3.68%	\$7,347
Village of Peoria Heights	\$135,026	1.39%	\$2,780
Village of Creve Coeur	\$119,563	1.23%	\$2,462
City of Chillicothe	\$133,732	1.38%	\$2,754
Village of Germantown Hills	\$75,409	0.78%	\$1,553
CityLink	N/A	N/A	\$3,800
TOTAL			\$203,550

Any surplus of local matching money with accumulated interest will remain on deposit in the special bank account managed by the MPO with any excess from previous years and may be used for such purposes and projects as designated by the Tri-County Regional Planning Commission.

This agreement is approved as indicated by signature of an agent of the undersigned participating agency represented on the Tri-County Regional Planning Commission:

Bartonville	_____	Date	_____
Chillicothe	_____	Date	_____
Creve Coeur	_____	Date	_____
East Peoria	_____	Date	_____
Germantown Hills	_____	Date	_____
GPMTD	_____	Date	_____
Morton	_____	Date	_____
Pekin	_____	Date	_____
Peoria	_____	Date	_____
Peoria Heights	_____	Date	_____
Washington	_____	Date	_____
West Peoria	_____	Date	_____
Peoria County	_____	Date	_____
Tazewell County	_____	Date	_____
Woodford County	_____	Date	_____

Presented this 1st day of June, 2022
Adopted this 1st day of June, 2022

Mike Hinrichsen, Chairman,
Tri-County Regional Planning Commission

ATTEST:

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

**PEORIA/PEKIN URBANIZED AREA TRANSPORTATION STUDY
(PPUATS)**

FY 2021-2024 TIP AMENDMENT REQUEST FORM

TIP Adopted November 4, 2020

DATE	AGENCY REQUESTING AMENDMENTS	AMENDING TIP DOCUMENT	
		From	To
5/11/2022	Illinois Department of Transportation	2021	2024

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP #	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION #	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE	TOTAL COST
Intersection Improvement	S-23-06	68H12	4-02123-0001	(117)TS,MED	Intersection of IL 9 (Veterans) and 14th St in Pekin	Installation of traffic signals	Federal (HSIP-S)	\$ 542,000	\$ 542,000
							State Match	\$ 60,000	\$ 60,000
							State Only	\$ 70,000	\$ 70,000
							Total	\$ 672,000	\$ 672,000
Add to FY 23. Project is scheduled for September 2022 Letting									

I-474 Bridge Replacements	S-23-07	68884	4-00181-0400	(72-3HB-2)BR	I-474 over IL 116 (Plank Rd) in Bellue	Bridge replacements	Federal (HI12-Hwy-Inf-Covid-Supplemental-S (>200k))	\$ 5,340,000	\$ 5,340,000
							Federal (NHPP-S)	\$ 1,764,000	\$ 1,764,000
							State Match	\$ 196,000	\$ 196,000
							Total	\$ 7,300,000	\$ 7,300,000
Add to FY 23. Project scheduled for September 2022 letting									

							Federal		
							State Match		
							Local		
							Total		

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.

RESOLUTION 22-56

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 EAST PEORIA STORMWATER PLANNING PROJECT 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, Due to unforeseen circumstances with the purchase of the Hanna City Trail Corridor, Peoria County returned their \$30,000 in funding, and

WHEREAS, At the April Technical Committee meeting it was recommended to fund East Peoria's Special Studies request at a reduced amount of \$30,000 and the Commission approved this recommendation at the May Full Commission meeting, and

WHEREAS, Both IDOT and FHWA have agreed this project would be eligible activity with MPO funding with the clarification the planning activity is looking at mitigating stormwater and erosion impacts on surface transportation, and

WHEREAS, Commission staff is working with the City of East Peoria to issue a Request for Qualifications (RFQs) for consultant selection, and

WHEREAS, Commission staff, City of East Peoria staff, and stakeholders will review the statement of qualifications received for the project, grade each submission, and select 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 East Peoria Stormwater Planning Project for an amount not to exceed \$30,000.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission