



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

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**Ways & Means Committee.....8:30 a.m., May 4, 2022**  
**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
<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>Don Knox</b> CityLink	x	
<b>Gary Manier,</b> Washington		x	<b>Karen Dvorsky,</b> IDOT	x	
<b>James Dillon</b> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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