



TRI-COUNTY REGIONAL PLANNING COMMISSION

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www.tricountyrpc.org

Ways & Means Committee: 8:30 a.m., February 1, 2023
 Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., February 1, 2023

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Acting chair John Kahl called the meeting to order at 9:00 am

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		Autum Jones 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
Ann Sasso, 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, Debbie Ulrich, Michael Bruner, Rebecca Eisele, Ray Lees, Reema Abi-Akar, Logan Chapman, and. Gabriel Guevara. Staff virtual: Britney West. Also virtual: Betsy Tracy- FHWA Also present: Brandon Geber- IDOT, and Joyce Blumenshine.

3. Public Input

- Joyce Blumenshine- Sierra Club (Conservation Issues) volunteer
 Joyce Blumenshine discussed the running of a pipeline on the southside of Peoria. It is an environmental injustice. Wolf Carbon Solutions said the proposed route of the Mt. Simon Hub carbon dioxide pipeline is running between Cedar Rapids, IA and Decatur, IL. The Peoria area needs to consider the risks a CO2 pipeline will bring.
- Active/Alternative Transportation - Mark Fenton
 Ray Lees introduced Mark Fenton for the Healthy Illinois meeting for Alternative Transportation held today at Clock Tower in East Peoria from 10:00 to 3:00
 Mark Fenton discussed the 4 lessons.
 - Vaccinate or band aid.
 - Transportation connections and Zoning
 - Pilots to Policy
 - Interdisciplinary teams
 - Economy- People, prosperity, and planning

4. Motion to approve December 7, 2022, Commission minutes.

Ron Talbot moved to approve December 7, 2022, Commission minutes and Nate Parrott seconded. Motion carried.

5. Chairman report-nothing to report.

6. Executive Director report

Eric Miller reported on the following:

- Working on Regional Priority Process
- TCRPC safe streets. \$500,000 grant for Peoria, Tazewell, and Woodford Counties for urban & rural. We have \$400,000 to use with a match of \$100,000.
- Still having staffing issues of being down a planner.

7. Ways and Means Report

- a. Motion to approve November and December 2022 Financial Statements and Billings (Resolution 23-41)

Ron Talbot moved to approve November and December 2022 Financial Statements and Billings (Resolution 23-41), and Nate Parrott seconded.

Rebecca Eisele reported on the following:

- November resulted in a net surplus of approximately \$7k.
- December resulted in a deficit of approximately \$15k.
- Total operating cash for December at the end of the month was approximately \$918k. Cash increased in December by \$49k compared to November.
- Accounts Receivable at the end of December was \$275k. Of the A.R balance, \$108k was federal funds, \$24k was state funds, and \$43k was local funds.
- Accounts Payable at the end of December was \$65k, and there was \$58k in unpaid pass-through expenses as of the end of the month. The remaining \$7k A/P balance was for regular monthly bills unpaid as of the end of the month.
- Current billing for December was \$158k, minus direct pass-through expenses of \$91k that were billed to customers, resulting in Operating Revenue of approximately \$67k.
- Total Expenses for December were \$273k, minus direct pass-through expenses of \$91k, resulting in Operating Expenses of \$82k.
- December resulted in a deficit of (\$15k). The deficit in December was due to the holiday time and paid time off that was not billable for the month. Fiscal Year 2023 has an adjusted net surplus of \$193k as of the end of December.

Motion carried.

- b. Motion to approve Morton Community Bank signatories (Resolution 23-46)-**Pulled**

8. Administration

- a. Motion to approve Resolution in Recognition and Appreciation of Distinguished service by Donald Z White to the Tri-County Regional Planning Commission (Resolution 23-49)-**Pulled**
- b. Motion to approve Resolution in Recognition and Appreciation of Distinguished service by Andrew Rand to the Tri-County Regional Planning Commission (Resolution 23-54)-**Pulled**
- c. Motion to adopt the Slate of Officers, Executive Board, Committee Chairpersons, and members for a period from February 1, 2023-June 30, 2023 (Resolution 23-45)-**Pulled**
- d. Motion to approve Promotion(s) in place (Resolution 23-47)

Nate Parrott moved to approve Promotion(s) in place and James Dillon seconded.

Eric Miller updated on the following:

- In June of 2022, the Executive Board discussed, and the Full Commission acted on Cost-of-Living adjustments for all qualified staff members. After lengthy discussion regarding staff retention and unique economic conditions (inflation, work force shortage, issues attracting professional talent locally) the Commission increased the budget for salary items from 5% to 8%. I made the decision to award 6% cost of living adjustment to all staff. This meant that 2% could be awarded later in the year for merit increases or promotions. The Commission also directed staff to perform compensation study.
- Eric Miller is asking to approve the following promotions
 - Michael Bruner, Planner III to Senior Planner
 - Reema Abi-Akar, Planner III to Senior Planner
 - Britney West, GIS Specialist II to Specialist III

All promotions would carry a corresponding salary adjustment. Other commission employees, not including the Executive Director and Planning Program Manager, will receive a 2% salary increase.

John Kahl said the Executive Board unanimously approve the promotions and salary increases.

Russ Crawford strongly supports also.

Motion carried.

- e. Motion to approve Employee Health Insurance package (Resolution 23-42)

Patrick Ulrich moved to approve Employee Health Insurance package (Resolution 23-42) and James Dillon seconded.

Eric Miller asks Commission approve contracts for employee health insurance for the March 1, 2023, to February 28, 2024, contract year with the following:

- Blue Cross blue Shield Platinum
PPO Plan number P5E1BCE (8.26% increase for previous contract)
HD Plan number G535BCE (14.55% increase from previous contract)
Delta Dental (1.2% increase from previous contract)- 2 years
Guardian (1.3% increase from previous contract)

Motion carried.

- f. Motion to approve Executive Director to enter agreement for General Liability, Property, Commercial, Auto, Crime, Workers Comp., Professional Liability, & Commercial Umbrella Insurance (Resolution 23-43)

Ron Talbot moved to approve Executive Director to enter agreement for General Liability, Property, Commercial Auto, Crime, Worker Comp., Professional Liability, & Commercial Umbrella Insurance (Resolution 23-43) and James Dillon seconded.

Eric Miller reported the increase is \$222 for all the above.

Motion carried.

- g. Motion to approve Executive Director to renew the contract to the Cleaning Source for janitorial service (Resolution 23-44)

Ron Talbot moved to approve Executive Director to renew the contract to the Cleaning Source for janitorial service (Resolution 23-44) and Patrick Ulrich seconded.

Eric Miller said this increased by \$7.00 per month.

Motion carried.

9. Planning

- a. Motion to approve the Human Services Transportation Plan document (Resolution 23-48)

<https://tricountyrpc.org/wp-content/uploads/HSTP-Document-Draft-Plan-2022.pdf>

Nate Parrott moved to approve the Human Services Transportation Plan document (Resolution 23-48) and Ron Talbot seconded.

Reema Abi-Akar reported on the following:

- We host a bimonthly HSTP committee made up of both urban and rural stakeholders representing both human service agencies (those that help seniors, people with disabilities, and other marginalized populations) & transit agencies.
 - Seven counties: Tazewell, Peoria, Woodford, Fulton, Knox, Stark, and Marshall
- This document is a requirement through the HSTP program within IDOT.
 - We have to periodically update this document, and IDOT gave us specific guidance for what to include in it, which we did.
- This document
 - Outlines the demographics of these marginalized populations,
 - Highlights issues regarding public transportation,
 - And offers solutions.

We had a public comment period in November 2022 and held three public meeting:

- Changes made include:
 - Changing text to accessible fonts
 - Added a list of projects funded by the FTA 5310 program.
- HSTP committee unanimously approved this plan on December 6 to recommend to Technical to recommend to Commission.
- IDOT required that we complete this by March 1; we are 1 month ahead of schedule.

Motion carried.

- b. Motion to approve Amendment 1 to the Long-Range Transportation Plan 2045 (Resolution 23-51) <https://tricountyrpc.org/public-comment-lrtp-amendment/>
James Dillon moved to approve Amendment 1 to the Long-Range Transportation Plan 2045 (Resolution23-51) and Ron Talbot seconded.

Michael Bruner updated on the following:

- This amendment results from FYs 2023-26 TIP Illustrative Project Listing and the Regional Project Prioritization Process
 - Some submitted projects are not in the current LRTP, and need to be added to be eligible for inclusion in the TIP's Illustrative Project Listing and Project Prioritization Process
- Amendment 1 adds language regarding the TCRPC-PPUATS merger and updates the Project Listing in the LRTP 2045.
- The public review comment period was held from Wednesday, December 7, 2022 to Friday, January 20, 2023.
 - Three public meetings are held during this time.
 - Full Commission- December 7, 2022
 - Executive Board- January 16, 2023
 - Technical Committee- January 18, 2023
 - The LRTP Amendment was available at TCRPC office, TCRPC's website, and 20 public review sites.

Motion carried.

- c. Motion to approve Transportation Program Amendments - Attachment (Resolution 23-50)

- i. Project C-25-01 Cloverdale Road Preservation
- ii. Project TZ-25-01 Parkway Drive Preservation
- iii. Project WC-26-01 Santa Fe Trail Preservation
- iv. Project PEO-21-02 Adams Street and Jefferson Street Signal Upgrades
- v. Project S-23-11 Motorist Caused Highway Damage Repairs
- vi. Project S-23-12 Traffic Signal Upgrades

Ron Talbot moved to approve Transportation Program Amendments- Attachment (Resolution23-50) and Nate Parrott seconded.

Michael Bruner reviewed the following:

- Project C-25-01 Cloverdale Road Preservation
FYs 2025 2026 STBG Set-Aside project programmed for FY2025. Cloverdale Rd from western city limits to IL-29. Amending the FY 2025 Program.
- Project TZ-25-01 Parkway Drive Preservation
FY 2025 2026 STBG Set-Aside project programmed for FY2025. Parkway Dr. for Pekin city limits to IL_98. Amending to the FY2025 Program.
- Project WC-26-01 Sante Fe Trail Preservation
FYs 2025-26 STBG Set-Aside project programmed for FY 2026. Sante Fe Trail form Lourdes Rd to IL-116. Amending to the FY 2026 Program.
- Project PEO-21-02 Adams Street and Jefferson Street Signal Upgrades
Project includes:
 - Changing the existing one-way pedestal signals to mast arms for two-way traffic at 8 intersections.
 - Replacing two signals for two-way operations (William Kumpf Boulevard),
 - Upgrading signals at Adams and Hamilton,
 - Adding bump out to the corners to protect the parking and upgrading the handicapped ramps.

This amendment request:

 - Dissolves Project PEO-20-01 (Design Engineering)
 - Moves HSIP funding (\$67,500) and local match (\$7,500) to Project PEO-21-02 (Construction)
 - Adds an additional \$11,294,943 in MFT and other local funding.
 - HSIP: \$1,804,551, MFT /Local: \$11,495,449, Total: \$13,300,000
 - Moves project to FY2023 Program
- Project S-23-11 Motorist Caused Highway Damage Repairs
 - Project repairs and replaces motorist caused damage to fences, guardrails, and cable barriers in various location within District 4.
 - Amending to the FY 2023 Program with a planned March 2023 letting.

- Project S-23-12 Traffic Signal Upgrades
 - Remove & replace traffic signals mast arms and posts at MacArthur Highway & Washington St. in Peoria.

Motion carried.

- d. Motion to authorize entering into MOUs for Special Transportation Studies Cost Share (Resolution 23-52)
 Ron Talbot moved to authorize entering into MOU for Special Transportation Studies Cost Share (Resolution 23-52) and James Dillon seconded.

Michael Bruner updated on the following:

- Two MOUs have been developed for each Special Transportation Study to outline the cost share and billing practices.
- The two projects with cost share obligation are.
 - City of Pekin Bicycle and Pedestrian Master Plan
 - \$60,000 in STS funding, with \$10,000 local match, for a total project cost of \$70,000
 - City of Peoria Sterling Ave and Forrest Hill Intersection Study
 - \$28,000 in STS funding, with a \$7,000 local match, for a total project cost of \$35,000

Motion carried.

- e. Motion to authorize entering an IGA with the IEPA for Section 319 funding (Resolution 23-53)
 Ron Talbot moved to authorize entering into an IGA with the IEPA for Section 319 funding (Resolution 23-53) and Nate Parrot seconded.

Reema Abi-Akar updated on the following:

- Staff was approached by stakeholders to apply for IL EPA Section 319 funding to develop a watershed plan for Kickapoo Creek.
- The Commission was awarded \$100,000 for a consultant – led watershed plan with \$60,000 funded with Section 319 funding, and the remaining \$40,000 from local sources.
- The Executive Committee was positive about this award and instructed staff to fundraise half of the local match to reduce the Commission’s financial contribution to \$20,000.
- The Commission has reached out to stakeholders and has received financial support from:
 - The City of Peoria for \$5,000
 - GFL Environment for \$5,000
 - Greater Peoria Sanitary District for \$10,000
 - **New- \$500 from Wildlife Prairie Park**
- This resolution is for programming \$20,000 in local funding and authorizing the Executive Director to enter into an agreement with the IL EPA, financial supporters, and the procured consultant.

Motion carried.

10. Updates

- a. Section 5310 Call for Projects

<https://tricityrpc.org/funding-programs/fta-section-5310/>

Reema Abi-Akar updated on the following:

- Section -5310: Enhanced Mobility of Seniors & Individuals with Disabilities federal grant program
- Approximately \$335,187 of grant funding is available.
 - From Federal Fiscal Years 2021 and 2022, including COVID supplemental. We do not have FFY 2023 dollars because FTA has not released those numbers.
- Applicants are due by 4:00 pm on Tuesday, February 28, 2023
- Eligible applicants:
 - Non-profit organizations
 - State and local governments
 - Public transportation operators
- Eligible Activities
 - Capitol & operating expenses, such as:
 - Public transportation projects that exceed the requirements of the ADA.
 - Projects that improve access to fixed-route service
 - Projects that assist seniors and individuals with disabilities with transportation.
- Local match
 - Capitol: 80/20
 - Operating: 50/50

- List of dates
 - January 18- Call for projects issued.
 - February 28- Application due to staff
 - March 7- HSTP Urban Committee assigns scores and recommends to Technical.
 - March 15- Technical Committee reviews recommendations and develops recommendation to Commission.
 - April 5- Commission makes final decision.
- b. Transportation Alternatives
Michael Bruner updated on the following:
 - Anticipated Call for Projects on February 15th OR March 1st for \$1,456,565 in funding
 - FY 2021- \$293,959, FY22- \$576,352, FY23-\$588,254
 - Eligible Projects
 - A project must enhance the transportation system either by serving a transportation need or providing a transportation use or benefit and not be solely for recreational use.
 - Project include sidewalks, bicycle infrastructure, pedestrian & bicycle signals, traffic calming techniques, lighting and other safety related infrastructure, and ADA improvements.
 - Eligible Project Phases
 - Planning, Design, and Construction of on-road and off-road trail facilities for pedestrians, bicycles, and other non-motorized forms of transportation.
- c. IDOT
Brandon Geber updated IDOT recently kicked-off the creation of its federally required Carbon Reduction Strategy. We met with MPO's throughout the state to discuss this document and will continue to coordinate until completed by November 2023. This document, along with local procedures, should assist MPO's once they officially receive federal Carbon Reduction Program funding.
- d. FHWA
Betsy Tracy congratulated MPO's on receiving SS4A grants.

11. Other

12. Adjournment

Ron Talbot moved to adjourn at 9:57 am and Nate Parrott seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Debbie Ulrich, Office Administrator