



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

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**Ways & Means Committee: 8:30 a.m., March 1, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., March 1, 2023**

**MINUTES**

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

Chairman Don White called meeting to order at 9:00 am

**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>Autum Jones</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>Ann Doubet,</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>Becky Cloyd,</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, Debbie Ulrich, Michael Bruner, Rebecca Eisele, Ray Lees, Reema Abi-Akar, Logan Chapman, and Gabriel Guevara. Staff virtual: Britney West, and Anthony Baumann. Also virtual: Betsy Tracy-FHWA. Also present: Brandon Geber- IDOT, Danny Phelan, and Camille Coates

**3. Public Input-none**

**4. Motion to approve February 1, 2023, Commission minutes.**

John Kahl moved to approve February 1, 2023 Commission minutes and Nate Parrott seconded. Motion carried.

**5. Chairman report-nothing to report**

**6. Executive Director report**

Eric Miller reported on the following:

- SS4A Federal grant. A webinar will be held. Studying Safe streets of Illinois
- Working on HSIP \$3M grant for guardrails.

- Rita Ali updated on the Peoria Passenger Rail/ (FRA) Federal Railroad Administration. The support letters need to be submitted by mid-March. She is asking for letters of support. We need to have these by the end of next week. Eric Miller mentioned a sample letter is on table.

## 7. Ways and Means Report

- a. Motion to approve January 2023 Financial Statements and Billings (Resolution 23-55)

John Kahl moved to approve January 2023 Financial Statements and Billings (Resolution 23-55) and Patrick Urich seconded.

Rebecca Eisele reported on the following:

- January resulted in a surplus of approximately \$1k.
- Total Operating Cash at the end of the month was approximately \$944k. Cash increased in January by \$25k compared to December.
- Total Accounts Receivable at the end of the month was \$106k. Of the A/R balance, \$86k was federal funds, \$15k was state funds, and \$6k was local funds.
- Accounts Payable at the end of the month was \$15k, and there was \$11k in unpaid pass-through expenses as of the end of January. The remaining \$4k A/P balance was for regular monthly bills unpaid as of the end of the month.
- Current billing for January was \$107k, minus direct pass-through expenses of \$25k that were billed to customers, resulting in Operating Revenue of approximately \$83k.
- January resulted in a surplus of approximately \$2k. Fiscal Year 2023 has an adjusted net surplus of \$194k as of the end of January.

Motion carried.

## 8. Administration

- a. Motion to approve 1 staff member to attend 2023 National American Planning Conference in Philadelphia, PA (Resolution 23-58)

John Kahl moved to approve 1 staff member to attend 2023 National American Planning Conference in Philadelphia, PA (Resolution 23-58) and Greg Menold seconded.

Reema Abi- Akar updated on the following:

- 2023 National Planning Conference. It is April 1<sup>st</sup> thru April 4<sup>th</sup>, 2023.
- It is in Philadelphia, PA. The APA host hotel is the Philadelphia Downtown Marriott.

Motion carried.

## 9. Transportation

- a. Motion to approve Transportation Program Amendments – Attachment (Resolution 23-56)

Russ Crawford moved to approve i. thru vi.

- i. PH-24-01 Prospect Road Reconstruction Project

Michael Bruner said this is from War Memorial Drive to Kingman Road. Is for Design engineering. Adding to FY 2024 Program as a result of federal funding for FY23 Transportation, Housing and Urban Development appropriation.

- ii. C-23-01 Chillicothe Trail Purple Route

Michael Bruner said this of various locations in the City of Chillicothe. Removing this project from TIP due to funds being returned to IDOT.

- iii. C-23-02 Chillicothe Trail Green Route

Michael Bruner said this of various locations in the City of Chillicothe. Removing this project from TIP due to funds being returned to IDOT.

iv. S-23-13 Traffic Signals

Michael Bruner said this is IL29 (Adams St) and Spring St in Peoria; IL78 and Vine, IL78 and Ash in Canton. This is an addition to IDOT District 4 Fiscal Year 2023 Annual Program. Project scheduled for June 2023 letting.

v. PC-25-02 Hanna City - Glasford Road HSIP

Michael Bruner updated this is removing the Preliminary Engineering portion of the HSIP project and moving it to PC-23-02

- HSIP- \$117,309 and local- \$138,164

vi. PC-23-02 Hanna City - Glasford Road HSIP

Michael Bruner reported this is adding the Preliminary Engineering portion from the HSIP project (PC-25-02) to FY 2023 Program.

b. Motion to approve Performance Measure: Pavement & Bridges (PM-2) and System Performance (PM-3). (Resolution 23-57)

John Kahl moved to approve Performance Measure: Pavement & Bridges (PM-2) and System Performance (PM-3). (Resolution 23-57) and Nate Parrott seconded.

Michael Bruner reported on the following:

- IDOT periodically sets performance measure targets for Pavement & Bridge condition (PM-2) and System Performance (PM-3)
- TCRPC reviews IDOT's state targets for adoption
- MPO's have 180 days to accept or set their own performance measures from the date the State DOT sets their targets.
- Historically, TCRPC has elected to support the states targets for PM-1, PM-2, and PM-3. Only states are assessed for significant progress made towards established targets, not MPO's.
- We are electing to support IDOT's targets once more.
- You can find the baseline data as well as projected data on page 2 of the memo.

Motion carried.

c. Motion to approve sponsorship of the 2022 American Public Works Association Illinois Chapter Conference for an amount not to exceed \$7,500 (Resolution 23-59)

James Dillon moved to approve sponsorship of the 2022 American Public Works Association Illinois Chapter Conference for an amount not to exceed \$7,500 (Resolution 23-59) and Rita Ali seconded.

Michael Bruner updated on the following:

- The 2023 American Public Works Association Illinois Chapter Conference will be held at the Peoria Civic Center from May 3 to May 5, 2023.
- Peoria-Pekin Urbanized Area MPO has traditionally been a sponsor of the event.
  - Sponsorship of the event allows for MPO members to attend at a reduced cost.

Motion carried.

d. Discussion of FY2024 Draft Unified Planning Work Program (UPWP) – Attachment

Michael Bruner updated on the following:

- The Unified Planning Work Program (UPWP) is one of the cores MPO planning documents that is updated annually.
- It serves as the budget for the metropolitan transportation planning process and directs the day-to-day work of the MPO. The document describes all transportation planning activities with a corresponding budget Tri-County proposes to undertake during the fiscal year (July 1 thru June 30).
- Staff is in the beginning stages of developing the draft FY 2024 UPWP and following the schedule listed on the memo:

- Feb. 14: Draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) submitted to IDOT.
- March 15: Technical Committee recommends UPWP to Commission for approval.
- April 5: Commission approve final UPWP & staff submits document to IDOT
- July 1: IDOT accepts UPWP, work begins.

Eric Miller added that this document guides our work throughout the year. It also includes adding 2 fulltime persons to staff.

## 10. Updates

### a. Transportation Alternative (TA) Set-Aside – Attachment

Michael Bruner updated on the following:

- As an MPO with an urbanized population over 200,000, TCRPC receives an annual allotment of these TA funds as a set-aside for the STBG program.
- TCRPC is opening up a call for projects for the Transportation Alternative (TA)-formerly known as TAP.
- Approximately \$1,458,564 is available from FYs 2021, 2022, and 2023
- Applications are due Friday, March 31, 2023
- Eligible projects:
  - A project must demonstrate a relationship to surface transportation and pedestrian and/or bike facilities.
  - Infrastructure projects to enhance non-driver access to public transportation.
  - Community improvement activities
  - Environmental mitigation related to stormwater.
- Non-eligible projects
  - Routine maintenance activities are not eligible.
  - Safety recreational projects are not eligible.
- Local match requirements
  - Preliminary engineering and construction are 80/20
  - Right-of-way and easement acquisition are 50/50
  - Street lighting is 50/50- but if it's on a designated historic area, it may qualify at 80/20.
- Timeline- see bottom of page 2 of the memo
  - Applications due March 31 by 4pm
  - April 19- Applicants will present their projects at Technical, and TA subcommittee is formed.
  - May 17- Technical committee will convene to consider the subcommittee's recommendation.
  - June 7- Commission programs TA funding.

### b. FTA Section 5310

Reema Abi-Akar reported on the following:

- The City of East Peoria submitted for Phase 1 engineering for pedestrian crossing at IL-116 and Mariner's Way (Jonah's Seafood House/ Stoney Creek Hotel)
- \$25,000

### c. End of COVID-19 Disaster Proclamation Announcement – Attachment

Michael Bruner updated:

- Disaster Proclamation is slated to end on May 11, 2023
- This will result in the need of in-person quorums
- Bringing this to your attention and we will let you know if anything changes.

Eric Miller added the 3 situations you can be virtual: work travel, health issue, emergency family matter.

### d. IDOT

- Brandon Gerber released external FPR projects. The applications are due the end of March.
  - e. Eric Miller added we are working with 3 counties on Comprehensive Plans
  - f. FHWA
- Betsy Tracy congratulated TCRPC for SS4A grant.

## **11. Other**

- a. Staff Presentation – Michael Bruner  
Michael Bruner presented his slideshow which consisted of his work which consists of Transportation Planning, and Community Planning. He then commented from where he comes from and his education. He then introduced pictures of his family. He then explained his personal journey.
- b. Acronym List – Attachment  
Chairman Don White mentioned the acronym list is attached.
- c. Ray Lees mentioned that Reema and Michael stepped up on the passing of Ryan and carried the load.
- d. Ray Lees updated that Bob Michel bridge closes March 13 and will reopen Nov. 17th plus 15 days.
  - Rita Ali asked if it will be open to pedestrians and Ray said there will be a section for them to cross.
  - Pat Urich said that City Link will change routes effective March 6<sup>th</sup>.

## **12. Adjournment**

John Kahl moved to adjourn at 9:42 am and Nate Parrott seconded. Motion carried.

Submitted by:  
Eric Miller, Executive Director

Recorded and subscribed by:  
Debbie Ulrich, Office Administrator