



**4330 TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330

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

**Ways & Means Committee: 8:30 a.m., September 6, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., September 6, 2023**

Join via computer or smartphone:

Or call in with any telephone

1 (408) 650-3123

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

Access Code: 291-023-189

**MINUTES**

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

Chairman Greg Menold called the meeting to order at 9:00 am

**2. Roll Call**

Commissioner	P	A	Commissioner	P	A
<b>Don White</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>Camille Coates,</b> Peoria Co.	x	
<b>John Kahl</b> East Peoria.	x		<b>Danny Phelan,</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>Mary Burress,</b> City of Pekin.		x	<b>Don Knox</b> CityLink		V
<b>Gary Manier,</b> Washington	x		<b>Karen Dvorsky,</b> IDOT	x	
<b>James Dillon</b> West Peoria	x				

Present: Eric Miller, Debbie Ulrich, Ray Lees, Khepha Jackson, Reema Abi-Akar, Rebecca Eisele, Logan Chapman, Gavin Hunt, Britney West and Gabriel Guevara. Staff virtual: Michael Bruner Also present: Brandon Geber-IDOT. Virtual: Betsy Tracy, and Dan Weitkamp- FHWA.

**3. Public Input-none**

**4. Motion to approve August 2, 2023 Commission minutes**

Autum Jones moved to approve August 2, 2023 Commission minutes and Rick Powers seconded. Motion carried.

**5. Chairman Report**

Chairman Greg Menold mentioned that Eric Miller and Ray Lees invited him to tour the Proton Cancer Center in Peoria. This is such an asset to our region.

## 6. Executive Director report

Eric Miller updated on the following:

- Auditors are here in our office and results should be back in November
- Continue to meet with consultant for Brownfield grant
- September 20<sup>th</sup> @ 1:30 meeting in Room 420 for ED charging grant session
- IDOT- MPO new funding Carbon Reduction Program with an estimated total of \$600,000
- IMRF was discussed at Executive Board level. I have notified the (3) counties and compiling numbers. Will bring back to Executive Board and Full Commission.
- Russ Crawford asked what retirement we currently have and Eric said 457B

## 7. Ways and Means Report

- a. Motion to approve July 2023 Financial Statements and Billings (Resolution 24-13)

John Kahl moved to approve July 2023 Financial Statements and Billings (Resolution 24-13) and Don White seconded.

Rebecca Eisele updated on the following:

### July Financial Reports are the Balance Sheet

- **Total Operating Cash** at the end of the month was approximately \$818k  
Operating cash decreased by (\$58k) in July, compared to June.
- **Total Accounts Receivable** at the end of the month was \$568k. Of the A/R balance, \$274k was federal funds, \$47k was state funds, and \$274k was local funds. The A/R balance increased significantly because we billed for the annual joint funding of \$233,816 in July.
- **Accounts Payable** balance at the end of the month was \$83.5k, and of that amount there was \$82k in unpaid pass-through expenses as of the end of July. The remaining \$1.5k A/P balance was for regular monthly bills unpaid as of the end of the month.

### Income Statement

- **Current Billing** for July was \$437k, minus direct pass-through expenses of (\$73k) that were billed to customers, resulting in Operating Revenue of approximately \$298k, which includes the Joint Funding of \$233,816 that was billed in July.
- **Total Expenses** for July were (\$154k), minus direct pass-through expenses of (\$73k), resulting in Operating Expenses of approximately (\$81k).
- July had 20 regular working days, 1 paid holiday, and 192.5 hours of PTO were used by staff.
- **July was the first month of Fiscal Year 2024, and it resulted in a surplus of \$217k.**

Motion carried.

## 8. Transportation

- a. **Public Meeting: FY 2024-27 Transportation Improvement Plan**

<https://tricityrpc.org/draft-tip-public-comment/>

Russ Crawford opened the Public Meeting and John Kahl seconded.

Michael Bruner mentioned this 2 of 3 Public Meetings

- i. Public Review Period

- Dates: August 16- September 20, 2023
- Public Meetings
  - August 16, 2023, at 9:00 am- Technical Committee
  - September 6, 2023 at 9:00 am- Commission
  - September 20, 2023, at 9:00 am- Technical Committee
- Location of draft document

- TCRPC Website: <https://tricountyrpc.org/draft-tip-public-comment>
  - TCRPC Office
  - 20 Public Review Sites at local libraries throughout the MPO area
- ii. Transportation Planning Documents
- As the Metropolitan Planning Organizations (MPO), Tri-County is Federally required to develop and maintain four transportation planning documents.
    1. Long Range Transportation Plan (LRTP)  
Outlines region's transportation vision, priorities, and plans.
    2. Transportation Improvement Plan (TIP)  
Short term listing of funded transportation project.
    3. Unified Planning Work Program (UPWP)  
Services as the budget and work plan for the MPO planning process.
    4. Public Participation Plan (PPP)  
Lays out the policies and procedures for involving the public in the transportation planning process.
- iii. What is the Transportation Improvement (TIP)
- Short term plan that identifies all federally funded and regionally significant transportation projects programmed for state and local jurisdictions and local jurisdictions for the next four years (FY 2024-27)
    1. Includes roadway, transit, and non-motorized projects.
    2. All projects must be consistent with the region's LRTP.
    3. Must be fiscally constrained, meaning projects cannot be included in the TIP without a funding source.
    4. Updated annually in coordination with IDOT and local jurisdictions.
    5. Projects recommended by the Technical Committee, with final approval by the Commission.
  - Major funding sources
    1. Highway Safety Improvement Program (HSIP)
    2. National Highway Performance Program (NHPP)
    3. Section 5307 (FTA's Urbanized Area Formula Grant)
    4. Surface Transportation Block Grant (STBG)
    5. Transportation Alternatives (TA)
      - Includes Illinois Transportation Enhancement Program (ITEP) and Safe Routes to School (SRTS).
  - Includes two active project listings.
    1. Surface Transportation
    2. Mass Transit
    3. Each project identified in one of the two project listings include the following attributes:
      - Project title
      - Location
      - Lead agency
      - Funding source
      - Budget breakdown

- Project description
- Illustrative Project List
  1. Listing of future projects that are regionally significant, reflect local jurisdictions priorities, and would be included in the TIP active project list if reasonable funding sources were available.

Questions?

Don White moved to close the Public Meeting and Rick Power seconded. Motion carried.

**b. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-14)**

- i. Project PC-24-01 Maxwell Road Bridge Rehabilitation
 

Russ Crawford moved to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-14) and Autum Jones seconded

Michael Bruner updated the following:

  - Adding a second federal funding source : Local Bridge Formula Program
  - Local Bridge Formula Program is adding \$517,000 in funding.

Motion carried.

**c. Motion to approve and program the local funding for the FY 2024 Statewide Planning and Research (SPR) grant for the Regional Multimodal Network Inventory and Acquisition (Resolution 24-16)**

Chuck Nagel moved to approve and program the local funding for the FY 2024 Statewide Planning and Research (SPR) grant for the Regional Multimodal Network Inventory and Acquisition (Resolution 24-16) and Patrick Urich seconded.

Michael Bruner updated on the following:

- i. IDOT released a call for projects for the FY 2024 SPR Program on February 24, 2023, with an application due date on March 30, 2023.
  - a. SPR funds are federal and used to support planning and research activities.
  - b. A 20 % match is required to use these funds.
- ii. Staff recognizes that data is fundamental to an effective and valuable regional planning process.
- iii. Staff submitted a two-part grant application.
  - a. Traffic Signal Asset Management Plan
    - i. Include an inventory of local agency-controlled traffic signals within the Tri-County Metropolitan Planning Area (MPA)
    - ii. GIS database with location and attribute information, such as signal type, serial number, general condition, approximate age of equipment, ADA compliance, push-button operation, etc.
    - iii. Signal timing plans will also be extracted during the inventory process.
      - a. This data will be imported into the Tri-County Activity-Based Travel Demand Model
  - b. Bicycle & Pedestrian Counting Equipment
    - i. TCRPC is interested in developing a bicycle and pedestrian counting program that allows a holistic, data-informed planning process with regularly collected data.
    - ii. To aid in acquiring bicycle and pedestrian count data, TCRPC requested funding purchasing counting equipment.

- c. The Commission application requested \$384,000 in federal funding, with \$96,000 in local funding, for a total project cost of \$480,000.
  - i. It is anticipated that the Traffic Signal Asset Management Plan would cost a total of \$420,000 and the equipment purchase would cost \$50,000.
- iv. Staff are happy to report that IDOT has notified us of our successful application.
- v. This resolution:
  - a. Authorizes the Executive Director authority to enter into an Intergovernmental Agreement with IDOT.
  - b. Programs the \$96,000 local match with FY 2024 Membership Dues, and
  - c. Authorizes the Executive Director to execute a contract with a selected consultant to assist in developing the Traffic Signal Asset Management Plan and purchase bicycle and pedestrian counting equipment.

Motion carried.

- d. Motion to authorize the Executive Director to enter into a contract with the selected consultant for the Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan (Resolution 24-17)

Autum Jones moved to authorize the Executive Director to enter into a contract with the selected consultant for the Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan (Resolution 24-17) and Camille Coates seconded.

Michael Bruner updated on the following.

- i. The Commission applied for and received \$400,000 in federal SS4A funding, with a \$100,000 non-federal cost share, for a total project cost of \$500,000 to develop a qualifying CASP in the Tri-County region of Peoria, Tazewell, and Woodford counties.
- ii. This project will position the region to pursue implementation grants through the SS4A future funding cycles, and to pursue other transportation grants, such as the Highway Safety Improvement Program (HSIP)
- iii. The \$100,000 non-federal cost share is being paid from the Commission's FY 2024 MPO membership dues (\$233,816 pot)
- iv. This resolution authorizes the Executive Director to execute a contract with a selected consultant to assist in developing the Tri-County Comprehensive Safety Action Plan.
- v. The RFQ was released on Friday, September 1<sup>st</sup> and due on Friday, September 29<sup>th</sup>.
- vi. The selection committee is composed of Amy McLaren, Paola Mendez, Wayne Aldrich, IDOT and FHWA representatives.

Motion carried.

- e. Motion to approve Human Services Transportation Plan (HSTP) Urban Subcommittee Appointments (Resolution 24-15)

Chuck Nagel moved to approve Human Services Transportation Plan (HSTP) Urban Subcommittee Appointments (Resolution 24-15) and Russ Crawford seconded.

Reema Abi-Akar reported on the following:

- i. The HSTP committee discusses transportation options for older adults, people with disabilities, people with low incomes, & anyone else who needs extra assistance.

- ii. There are two subcommittees- urban and rural.
- iii. Urban subcommittee members are recommended by the technical committee and appointed by the Commission.
  - a. Rural subcommittee members are appointed by their respective county boards.
- iv. All members hold three-year terms.
- v. These two individuals have been either on the committee or affiliated with it for a couple years and have made positive impacts to the group.

Motion carried.

f. Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities Call for Projects – Attachments

Reema Abi-Akar updated on the following:

- i. Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities federal grant program: <https://tricityrpc.org/funding/programs/fta-section-5310>
- ii. Approximately \$329,798 of grant funding is available.
  - a. From Federal Fiscal Years 2022 and 2023
  - b. We don't have FFY 2024 dollars because FTA has not released those number yet.
- iii. Applications are due **by 4:00 pm on Friday, September 25, 2023**
- iv. Eligible applicants:
  - Non-profit organization
  - State and local governments
  - Public Transportation operators
- v. 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
- vi. Local match
  - Capitol: 80/20
  - Operating: 50/50
- vii. List of dates
  - Aug. 16- Staff issues Call for Projects
  - Sep 15- Applications due
  - Sept 26- HE+STP Urban Committee recommends projects.
  - Oct. 18- Technical recommends projects.
  - Nov 1- Commission programs projects

## 9. Updates

a. Kickapoo Creek Watershed Plan

Reema Abi-Akar updated:

- We are working with the Illinois EPA to develop a contract to hopefully begin this project soon, within the next month or so.
- This will be a consultant-led plan, \$100,000 total.
  - \$60,000 state
  - \$40,000 local from the Greater Peoria Sanitary District, the City of Peoria, GFL Environmental, and Wildlife Prairie Park

b. IDOT

Brandon Geber mentioned IDOT Fall Conference- October 2<sup>nd</sup> ,3rd, and 4<sup>th</sup>.  
Karen Dvorsky had nothing to add.

c. FHWA

Betsy Tracy congratulated TCRPC on Safe Streets project and Multi Modal

## 10. Other

Staff Presentation – Britney West

Britney presented the following:

- GIS Specialist III
- Started as an Intern and was hired.
- Hobbies are roller blading, rock climbing, kick boxing.
- Her biggest joy is her cat- Sachi.
- Her education is she has a Bachelor Degree from Illinois State University and is Gamma Theta Upsilon Alpha Chapter
- She graduated from the Department of Geography, Geology, and the Environment
- Her tasks at TCRPC include the following:

Woodford/ Logan Counties

- Update Addresses/Online Maps
- Map Requests (Zoning, 911, highway, etc.)
- Date Requests (Address, Ownership info, parcels, etc)
- Work with WIU for NG911
- (During Covid)- daily updates to covid dashboard
- Voting Results- County Clerk

GPSD Tasks

- Update Inspection Points
- Current- Create Plan set for bid on sewer inspection/cleaning
- Future- Preparing to help create map inventory of machinery in buildings

Asset Management Projects

- Storm/Sanitary Updates
  - Tremont- Water Dept. using GPS unit to update locations for sanitary/storm
- East Peoria
  - Set up Collection for EP to collect Storm outfalls
- Other communities
  - South Pekin, Delevan, Millbrook Twp. Elwood, Cincinnati Twp, Peoria Heights.

Assist Planners & other requests

- Comprehensive Plans
  - Bartonville, Dunlap, Princeville, El Paso, Tremont
- Active Transportation Plan
  - Hub page- documents, maps, gallery, events all in one location
- Safety Measures
  - Crash Data for future crash rates
- Hazard Mitigation Map Updates
- Eureka Lake Park Map
- Peoria Heights- Monroe St. Project
- East Peoria- Crosswalk Feasibility Maps
- Updated Sente/Rep Map
- Contour Requests

## **11. Adjournment**

Rick Powers moved to adjourn at 9:55 am and Ann Doubet seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded by: Britney West, GIS Specialist III

Transcribed by: Debbie Ulrich, Office Administrator