



**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., October 4, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., October 4, 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 Ulrich</b> City of Peoria		x	<b>Autum Jones</b> Woodford Co	x	
<b>Rick Powers</b> City of Peoria	V		<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	x	
<b>Gary Manier,</b> Washington	x		<b>Karen Dvorsky,</b> IDOT	x	
<b>James Dillon</b> West Peoria	x				

Present: Debbie Ulrich, Khepha Jackson, Rebecca Eisele, Logan Chapman, Gavin Hunt, and Gabriel Guevara.  
Staff virtual: Britney West, Michael Bruner, Reema Abi-Akar, and Eric Miller

**3. Public Input- None**

Russ Crawford mentioned that Gabriel Guevera did a great job at Tazewell ZBA meeting last night.

**4. Motion to approve September 6, 2023, Commission minutes.**

Autum Jones moved to approve September 6, 2023, Commission minutes and John Kahl seconded. Motion carried.

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, please call 309-673-9330.

Tri-County Regional Planning Commission strives to provide an environment welcoming to all persons regardless of physical or mental challenges, race, gender, or religion. Please call 309-673-9330 to request special accommodations at least two days in advance.

## 5. Chairman report- none

## 6. Executive Director report

Eric Milller reported on the following:

- IDOT Fall Panning Conference
- Thanked persons for attending the informational charging station meeting.
- Updated on the SS4A safety issues in region.
- Updated on the Transportation Plan
- Our staff has received a number of awards.

## 7. Ways and Means Report

- a. Motion to approve August 2023 Financial Statements and Billings (Resolution 24-18)

Camile Coates moved to approve August 2023 Financial Statements and Billings (Resolution 24-18) and Russ Crawford seconded.

Rebecca Eisele reported on the following:

- August ended with a surplus of \$11k. So far Fiscal year 2024 has a surplus of \$250k.
- **Total Operating Cash** at the end of the month was approximately \$848k.
- **Total Accounts Receivable** at the end of the month was \$527k. Of the A/R balance, \$313k was federal funds, \$53k was state funds, and \$161k was local funds.
- **Accounts Payable** balance at the end of the month was \$67k, and of that amount there was \$65k in unpaid pass-through expenses as of the end of August. The remaining \$2k A/P balance was for regular monthly bills unpaid as of the end of the month.
- **Current billing** for August was \$159k, minus direct pass-through expenses of (\$66k) that were billed to customers, resulting in **Operating Revenue** of approximately \$93k.
- **Total Expenses** for August was \$148k, minus direct pass-through expenses of (\$66k) that were billed to customers, resulting in **Operating Expenses** of approximately (\$82k).
- **August ended with a surplus of \$11k. Fiscal Year 2024 has a surplus of \$250k.**

Motion carried.

## 8. Transportation

- a. Motion to Adopt the Fiscal Year 2024-27 Transportation Improvement Program (TIP) (Resolution 24-19)

Russ Crawford moved to Adopt the Fiscal Year 2024-27 Transportation Improvement Program (TIP) (Resolution 24-19) and Nate Parrot seconded.

Michael Bruner updated on the following:

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

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://tricityrpc.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?

Motion carried.

- b. Motion to Certify the Metropolitan Transportation Planning Process is Carried Out in Accordance with 23 Code of Federal Regulations Part 450 (Resolution 24-20)

John Kahl moved to Certify the Metropolitan Transportation Planning Process is Carried out in Accordance with 23 Code of Federal Regulations Part 450 (Resolution 24-20) and Danny Phelan seconded.

Michael Bruner updated on the following:

1. In urbanized areas, which have a population of 50,000 or more, federal planning law (49 U.S. Code 5303) calls upon local officials to cooperate with states and public transportation providers in undertaking a continuing, comprehensive, and cooperative (3C) multimodal transportation planning process.
  - i. This metropolitan transportation planning process is carried out through the Full Commission as a federally designated metropolitan planning organization (MPO).
2. Every four years, the Secretary of the U.S. Department of Transportation (DOT) must certify that each MPO serving a transportation management area (TMA) – a designation by DOT of an urbanized area with a population over 200,000 as defined by the Bureau of the Census – is carrying out the metropolitan planning process in adherence with federal statutes and regulations.
  - i. The Federal Highway Administration and Federal Transit Administration last conducted this review, on the Secretary’s behalf, at TCRPC in March 2022 and will conduct another recertification review of TCRPC in March 2026.
3. Additionally, federal regulations (23 CFR 450.336) require MPO’s to Self-Certify at least every 4 years, concurrent with submittal of a proposed Transportation Improvement Program (TIP) as part of the State TIP (STIP) approval, that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements.
4. Resolution 24-20 self-certifies the Commission’s metropolitan transportation planning process and affirms that TCRPC, as an MPO, is meeting all requirements in its transportation planning work.
  - i. 23 U.S. Code 134, 49 U.S. Code 5303, and 23 CFR Part 450 Subpart C  
These laws and regulations provide the legal framework for conducting the transportation planning process in Metropolitan Planning Areas. They direct the process for developing transportation plans, programs and activities and promote the safe and efficient management, operation, and development of multimodal transportation systems through a continuing, cooperative, and comprehensive planning process.
  - ii. The Clear Air Act (42 U.S. Code 7504, 7506(c), and (d), 40 CFR 93  
In non-attainment and maintenance areas, these laws and regulations discuss the planning and development of an air quality State Implementation Plan and require an air quality conformity analysis to demonstrate that the transportation plans and programs are consistent with the objectives of the State Implementation Plan.
  - iii. Title VI of the Civil Rights Act of 1964

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Prohibits discrimination based on race, color, or national origin in all federally assisted programs. Subsequent laws and Presidential Executive Orders have added handicap, sex, age, and income status to the criteria for which discrimination is prohibited. Furthermore, recipients of federal funding must make environmental justice a part of their agency mission and ensure that individuals are not denied benefits or the opportunity to participate in the public discourse because they have limited English language communication skills.

iv. 49 U.S. Code 5332

This section states a person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of their race, color, religion, national origin, sex, disability, or age.

v. Section 1101(E) of the FAST Act (Public Law 114-357) and 49 CFR 26

These sections provide the legal and regulatory framework regarding the involvement of disadvantaged business enterprises in USDOT funded projects.

vi. 23 CFR Part 230

This section provides regulatory standards for the implementation of an equal employment opportunity program on federal and federal-aid highway construction contracts.

vii. The American Disabilities Act of 1990

This Act, along with the Department of Transportation (DOT) regulations “Transportation for Individuals with disabilities” (49 CFR Part 27, 37, and 38), prohibit discrimination against people with disabilities in employment, transportation, public accommodation, communications, governmental activities, and at commercial facilities.

viii. The Older Americans Act, as amended.

This Act prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.

ix. 23 U.S. Code 324

This section prohibits discrimination based on gender.

x. Section 504 of the Rehabilitation Act of 1973, 49 CFR Part 27

This section prohibits discrimination against individuals with disabilities.

Motion carried.

c. Motion to Program Transportation Alternative (TA) Set-Aside Projects (Resolution 24-21)

Danny Phelan moved to approve Transportation Alternative (TA) Set-Aside Projects (Resolution 24-21) and John Kahl seconded.

Michael Bruner reported on the following:

1. Released call for projects on Wednesday, June 21, 2023
2. The total funding available is \$675,406.
3. Projects were due to staff by 3:30 p.m. on Monday, July 31, 2023.
4. Staff received four applications.

*xi.* Village of Bartonville – Phase I engineering for connecting pathways

*xii.* Village of Creve Coeur – Fischer Road Sidewalk

- xiii.* Village of Morton – Detroit Ave Path
  - xiv.* City of Peoria – Pioneer Parkway Path
5. Project Review Subcommittee
- xv.* Formed at the August 16, 2023, Technical Committee meeting.
  - xvi.* Meeting was held on September 7, 2023
  - xvii.* Members: Paul Augsburg, Rich Brecklin, and Ty Livingston
  - xviii.* Also attending: Reema Abi-Akar, Michael Bruner, Brandon Geber, Ray Lees, and Eric Miller.
  - xix.* The subcommittee reviewed self-scores, voted on adjustments, and assigned regional significance points.
6. Recommendation
- xx.* Utilizing the adjusted self-score, the top scoring project is the Village of Morton’s Detroit Avenue Path.
  - xxi.* The total TA set-aside request for the Village of Morton is approximately equal to the total available funding amount.
  - xxii.* The subcommittee unanimously recommends funding the Village of Morton’s Detroit Avenue Path.

Motion carried.

- d. Motion to Program Federal Transit Administration (FTA) Section 5310: Enhance Mobility for Seniors and Person with Disabilities Program Funds (Resolution 24-22)

Nate Parrot moved to approve the Program Federal Transit Administration (FA) Section 5310: Enhance Mobility for Seniors and person with Disabilities Program Funds (resolution 24-22) and Danny Phelan seconded.

Reema Abi-Akar reported on the following:

- i. Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities federal grant program
- ii. Released call for projects on Wednesday, August 16
  - 1. Approximately **\$329,798** of grant funding is available.
    - a. From Federal Fiscal Years 2022 & 2023
  - 2. Applications were due by 4:00 p.m. on Friday, September 15<sup>th</sup>.
- iii. Staff received two applications.
  - 3. Greater Peoria Mass Transit District: 3 Quantum Wheelchair Securement Systems
    - a. GPMTD proposes to purchase Quantum Automatic Wheelchair Securement Systems that will be used in the refurbishment process of 3-5 fixed route buses in Spring 2024.
    - b. Funding: Requesting 80% (\$60,000 federal and \$15,000 local) – total project cost: \$75,000
  - 4. City of Peoria: Reservoir Boulevard Pedestrian Crossing

- a. This is a proposed raised median pedestrian refuge island in the center turn lane near the Sterling Towers housing complex on Reservoir Boulevard (near the Northwoods Mall). The refuge island will include rapid flashing beacons as well.
- b. The project will also include a mill and overlay of the roadway pavement.
- c. Sterling Towers is a subsidized housing complex housing seniors and people with disabilities.
- d. Bus stops are present on that street, but there have been safety concerns regarding residents crossing the 35-mile-per-hour street to get to some of them. This project will increase safety in that area.
- e. Funding
  - i. Requesting 80%
  - ii. Requested federal share: \$260,000.
  - iii. Local share: \$65,000
  - iv. Total project cost: \$325,000
- iv. The total requested funds are \$320,000, which leaves us **\$9,798 under budget.**
  - 5. Normally, we would convene the HSTP Urban Subcommittee to grade and choose these projects.
  - 6. I asked them all via email, and the majority responded saying that they are ok moving forward with these projects.
  - 7. We are able to push the \$9,798 into the next funding round.
- v. The recommendation to Technical is to informally approve these projects for the Commission to officially approve in October.
  - 8. We could not officially vote on these since this was not listed as an official recommendation on this agenda.
  - 9. We had to send out the agenda before the deadline of this Call for Projects the Friday before that next Wednesday's Technical meeting.

Motion carried.

- e. Motion to Adopt and Support IDOT Tier 2 Group Plan Transit Asset Management (TAM) Performance Measures (Resolution 24-23)  
 John Kahl moved to Adopt and Support IDOT Tier 2 Group Plan Transit Asset Management (TAM) Performance Measures (Resolution 24-23) and Camille Coates seconded.  
 Reema Abi-Akar reported on the following:
  - 1. The National Transit Asset Management System requires all agencies that receive federal financial assistance that own, operate, or manage capital assets used in the provision of public transportation to create a Transit Asset Management (TAM) Plan.
  - 2. Agencies can meet this requirement either through an Individual or Group TAM Plan.

3. IDOT, the Illinois Public Transit Association (IPTA), and the Rural Transit Assistance Center (RTAC) cooperatively supported the development of the Illinois' Group TAM Plan for all Tier 2 agencies. *(Not a "state plan"; IDOT does not own it)*
4. Tier 2 provider means a recipient that owns, operates, or manages 100 or fewer vehicles in revenue service (rolling stock) during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, a sub-recipient under the 5311 Rural Area Formula Program, or any American Indian tribe.
5. Historically, TCRPC has elected to support the Tier 2 Group Plan Transit Asset Management Performance Measures and other state's targets. MPOs are not assessed for significant progress made towards established targets.
6. We are electing to support the Tier 2 Group TAM Plan targets.
7. You can find the baseline data as well as projected data on page 2 & 3 of the memo.

Motion carried.

- f. Motion to Appoint Members to the Human Services Transportation Plan (HSTP) Urban Subcommittee (Resolution 24-24)

Autum Jones moved to appoint Members to the Human Services Transportation Plan (HSTP) Urban Subcommittee (Resolution 24-24) and Danny Phelan seconded.

1. The HSTP committee discusses transportation options for older adults, people with disabilities, people with low incomes, & anyone else who needs extra assistance.
2. There are two subcommittees – urban and rural.
  - xxiii. Urban subcommittee members are recommended by the Technical committee and appointed by the Commission.
  - xxiv. Rural subcommittee members are appointed by their respective county boards.
3. All members hold three-year terms.
4. These three individuals are being appointed; two will be sharing seats, and one will have their own seat. All have made positive contributions to the group so far, either as previous members or attendees.

Motion carried.

## 9. Updates

- a. IDOT  
Karen Dvorsky had nothing to report.
- b. FHWA  
Planning Conference- today  
Eric Miller updated on the Carbon Reduction Program

## 10. Other

- a. Staff Presentation – Logan  
Logan Chapman reported on the following:
  - GIS Specialist I
  - Hobbies include.
    - Skateboarding – long and short
    - Hiking and guitar playing
  - Education-Graduate from Illinois State University with bachelor's degree in Geography
  - Experiences



- GIS Intern- Village of Romeoville
- GIS Specialist I- TCRPC October 2021 to present.

### **Tasks**

- Story Maps
  - Greater Peoria Public Mural map
  - Population Change in Tri-County (2010-2020)
  - Public Participation Plan
- Comprehensive Plans
  - Tremont and Bartonville
- Zoning/ Land use Updates
  - West Peoria, Glasford, Tremont, Bartonville
- Grant maps
  - {Peoria Heights Community Development Block Grant Housing Rehabilitation, Open Space Land Acquisition and Development (OSLAD)

### **Asset Management Projects**

- Infrastructure Solution Inc.
  - DOT Software- Maintaining a database for assets such as roads in order to develop scenario analyses for various communities.
- South Pekin
  - Sanitary, Water, and Sorm Mapping- Set up data collection for sanitary, water, and storm assets.
- Eureka
  - Eureka lake Park Data Collection- Collected Eureka Lake Park asset information as well as photographs for the Eureka Lake Park Web map.
- Bartonville
  - Sidewalk Inventory- Performed field data collection to keep an inventory of all sidewalks, and ADA ramp conditions.

## **11. Adjournment**

Greg Menold thanked everyone for their attendance today at the Commission meeting.  
Ron Talbot moved to adjourn at 9:43 am and Autum Jones seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded by:

Britney West, GIS Specialist III

Transcribed by:

Debbie Ulrich, Office Administrator