



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330

www.tricountyrpc.org

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

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., December 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 a.m.

2. Roll Call

Commissioner	P	A	Commissioner	P	A
Don White Chillicothe	x		Leon Ricca Bartonville	x	
Rita Ali City of Peoria		x	Nate Parrott Morton		x
Patrick Ulrich 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		Camille Coates, Peoria Co.	x	
John Kahl East Peoria.	x		Danny Phelan, Peoria Co.	x	
Ann Doubet, Germantown Hills	x		Russ Crawford Tazewell Co.	Virtual	
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	x	
Mary Burress, City of Pekin.		x	Don Knox CityLink		x
Gary Manier, Washington		x	Karen Dvorsky, IDOT	x	
James Dillon West Peoria	x				

Present: Debbie Ulrich, Khepha Jackson, Rebecca Eisele, Eric Miller, Gavin Hunt, Debbi La Rue, and Gabriel Guevara. Staff virtual: Britney West, and Logan Chapman.

3. Public Input

Angela Williams- ESGR explained what the Patriot Service Award is and then announced that Eric Miller received the Patriot Award from Gavin Hunt’s nomination submittal.

4. Motion to approve October 4, 2023, Commission minutes.

Rick Powers moved to approve the October 4, 2023, minutes and Don White seconded. Motion carried.

5. Chairman report

Greg Menold mentioned we all support Gavin in the Guard

6. Executive Director report

Eric Miller updated on the following:

- Gavin is going to California for 14 months for Guard in learning as a Defense Linguist
- HUD Healthy Homes work is ongoing
- IDOT planning marks.
- Germantown Hills- Active Transportation in library from 4-6

7. Ways and Means Report

- a. Motion to approve September and October 4, 2023, Financial Statements and Billings (Resolution 24-25)
Autum Jones moved to approve September and October 4, 2023, Financial Statements and Billings (Resolution 24-25) and Camille Coates seconded.

Rebecca Eisele updated on the following:

- Total Operating Cash at the end of the month was \$951,808.
- Accounts Receivable balance at the end of October was \$307,813.
- Accounts Payable balance at the end of October was \$84,316.
- Billings for October were \$151,111 minus direct pass-through expenses and adjusting entries of (\$50,637) resulting in Operating Revenue of \$100,474.
- Total Expenses for October were (\$139,363) minus direct pass-through expenses and adjusting entries of \$50,637 resulting in Operating Expenses of (\$88,726).
- October ended with a surplus of \$11,747. Fiscal Year 2024 has a surplus of \$251,021.

Motion carried.

- b. Motion to accept and file the Fiscal Year 2023 Independent Audit Report (Resolution 24-29)
John Kahl moved to accept and file the Fiscal Year 2023 Independent Audit Report (Resolution 24-29) and Danny Phelan seconded.

- We have audited the accompanying financial statements of Tri-County Regional Planning Commission for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.
- In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Commission as of June 30, 2023, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.
- As discussed, the financial statements, during the year ended June 30, 2023, the Commission adopted new accounting guidance Governmental Accounting Standards Board Statement No. 96 Subscription-Based Information Technology Arrangements (GASB)
- In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:
 - Exercise professional judgment and maintain professional skepticism throughout the audit.
 - Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
 - A single audit was done as well.
 - Reviewed Federal expenditures and Illinois grant accountability.

- In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Commission as of June 30, 2023, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.
- Greg Douglas mentioned it was a pleasure to work with TCRPC staff.

Motion carried.

8. Transportation

- a. Motion to adopt and support the Illinois Department of Transportation Calendar Year 2024 Safety Performance Targets (Resolution 24-31)

Ron Talbot moved to adopt and support the Illinois Department of Transportation Calendar Year 2024 Safety Performance Targets (Resolution 24-31) and James Dillon seconded.

Michael Bruner explained the following:

- a. Congress established a national performance measurement system MAP-21, FAST Act, and IIJA to guide:
 - i. Performance measure target setting, and
 - ii. Transportation decision making.
- b. Performance Measures
 - i. Highway Safety,
 - ii. Pavement & Bridge Condition,
 - iii. System Performance,
 - iv. Transit Asset Conditions, and
 - v. Transit Safety.
- c. IDOT set their Safety Performance Measure in August as part of their submission of the Highway Safety Improvement Plan Annual Report to the FHWA.
- d. MPOs must decide to either support the State DOT targets or develop their own by February 2023.
- e. In the past four years, TCRPC has elected to support IDOT targets.
- f. FHWA does not directly assess MPO progress toward meeting safety targets.
- g. IDOT Safety Targets
 - i. IDOT's 2023 Safety Targets were calculated using the 5-year annual rolling average from the 2018-2022 crash data.
 1. Fatalities – 2% annual reduction
 2. Rate of Fatalities – 2% annual reduction
 3. Serious Injuries – Linear regression
 4. Rate of Serious Injuries – Linear regression
 5. Non-motorized F – 2% annual reduction
 6. Non-motorized Serious Injuries – Linear regression
 - ii. MPO Safety Data Summary
 1. The attached memo includes a table and graph showing fatalities and serious injuries in our metropolitan planning area.

- Don White asked if the rolling average is 5 years and Eric Miller replied it is decreasing to 2 years. Will be checking for Performance targets to give out to local for safety issues.
- Brandon Geber replied to this design of safe streets is what this comes down to.

Motion carried.

- b. Motion to approve Executive Director to enter into an agreement with a selected consultant to assist in developing a Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application (Resolution 24-32)

John Kahl moved to approve Executive Director to enter into an agreement with a selected consultant to assist in developing a Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application (Resolution 24-32) and Chuck Nagel seconded.

- Eric Miller this is to hire a consultant to assist staff with grant.
- Rick Powers asked if we hire a consultant, how much for building block. Can they offer background.
- Eric Miller added that some committees have shown an interest.

Motion carried.

- c. Motion to approve appointment of a Tri-County Regional Planning Commissioner to represent Commission on Illinois Waterway Commission (Resolution 24-33)

Autum Jones moved to approve the appointment of Russ Crawford, the Tri-County Regional Planning Consultant Commissioner to represent Commission on Illinois Waterway Commission (Resolution 24-33) and Rick Powers seconded. Greg Menold said Russ Crawford is involved in past projects. Motion carried.

9. Planning

- a. Motion to approve Executive Director to enter into and implement an agreement for Planning and Zoning Services for Tazewell County for an amount not to exceed \$9,045 (Resolution 24-26)

Ron Talbot moved to approve the Executive Director to enter into and implement an agreement for Planning and Zoning Services for Tazewell County for an amount no to exceed \$9,045 (Resolution 24-26) and John Kahl seconded. Motion carried.

- b. Motion to approve Executive Director to enter and implement a contract for Planning and Zoning Services for Woodford County (Resolution 24-27)

Autum Jones moved to approve the Executive Director to enter and implement a contract for Planning & Zoning Services for Woodford County and John Kahl seconded. Motion carried.

- c. Presentation of Community Comprehensive Planning Activities

Gabriel Guevara, Khephra Jackson, Gavin Hunt and Debbi La Rue

- Introduced the comprehensive plan is an official, long-range (typically 20-year) vision for the community that establishes its goals, priorities, and implementation strategies. Produces Future Land. Total grant (\$200,000 for consultant, \$100,000 TCRPC staff)
- State Planning & Research (SPR) grants
 - Local match 20% (\$6,000 for each community except East Peoria)
 - \$300,000
 - Participating Communities
 - Bartonville
 - Brimfield
 - Chillicothe
 - Creve Coeur
 - East Peoria*
 - Germantown Hills

Our project Timeline is Bartonville- August 2024.

Creve Coeur-December 2024.

Chillicothe. Dec 2023/ Jan 2024, Dec. 2024, and Jan 2025

Germantown Hills 2024

In Bartonville we held an Open House to discuss Safe Routes to Schools (SRTS), Walkability Plan, and an Introductory Workshop. Mayor Leona Ricca, and Supervisor Derek Roemer assisted. Staff will be reaching out if anyone is interested in a Comprehensive Plan.

10. GIS

- a. Motion to approve Executive Director to enter into and implement a contract for Geographic Information System support services for Woodford County not to exceed \$45,000 (Resolution 24-28)
- b. Motion to approve Executive Director to enter into and implement a contract for Geographic Information System support services for Logan County not to exceed \$45,000 (Resolution 24-30)
Autum Jones moved to approve a and b and John Kahl seconded. Motion carried.

11. Updates

- a. Update on Employee Handbook Amendments
 - Eric Miller updated on the IMRF- questions are being addressed so to bring back to Executive Board and then to Commission for approval. Hopefully going to start in July 2024.
 - Chuck Nagel said that the Executive Board does not approve of employees working from home.
- b. IDOT
Brandon Geber provided an update on new Greenhouse Gas (GHG) performance measures recently released by FHWA.
- c. FHWA-none

12. Other

- Eric Miller updated on Marquette Heights Comp Plan.
- Eric Miller added there will NOT be a Full Commission meeting in January.

13. Adjournment

John Kahl moved to adjourn at 10:10 am and Camille Coates seconded.

Submitted by:

Eric Miller, Executive Director

Recorded by:

Britney West, GIS III

Transcribed by:

Debbie Ulrich, Office Administrator