



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., March 6, 2024

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., March 6, 2024

Join via computer or smartphone:

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

Or call in with any telephone

1 (408) 650-3123

Access Code: 291-023-189

AGENDA

1. Call to Order, Welcome, Recognition of Audience

Vice chairman Chuck Nagel 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 Urich City of Peoria	x		Autum Jones Woodford Co		x
Rick Powers City of Peoria	V		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.		x
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	V	
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, Ray Lees, Rebecca Eisele, Eric Miller, Debbi La Rue, and Michael Bruner. Staff virtual: Logan Chapman. Chris Schmidt-IDOT

3. Public Input- none

4. Motion to approve February 7, 2024, Commission minutes.

John Kahl moved to approve February 7, 2024, Commission minutes and Don Knox seconded. Motion carried.

5. Chairman report-nothing to report.

6. Executive Director report

Eric Miller updated on the following:

- Recruiting GIS II position and has moderate response.
- Developing- charging infrastructure grant.
- Travel Demand Model is complete.
- SS4A kick-off
- Active Transportation Plan
- LRTP is due in 1 year.
- Regional Prioritization

7. Ways and Means Report

- a. Motion to approve January 2024 Financial Statements and Billings (Resolution 24-42)

Nate Parrot moved to approve January 2024 Financial Statements and Billings (Resolution 24-42) and Danny Phelan seconded.

Rebecca Eisele reported on the following:

- **Total Operating Cash** at the end of the month was approximately \$1,038,000. Operating cash increased by \$146k in January, compared to December.
- **Total Accounts Receivable** at the end of the month was \$208k. Of the A/R balance, \$133k was federal funds, \$22k was state funds, and \$52k was local funds.
- **Accounts Payable** balance at the end of the month was \$101k, and of that amount there was \$99k in unpaid pass-through expenses as of the end of January. The remaining \$2k A/P balance was for regular monthly bills unpaid as of the end of the month.
- **Current Billing** for January was \$113k, minus direct pass-thru expenses and adjusting entries of (17k), resulting in **Operating Revenue** of approximately \$96k.
- **Total Expenses** for January were (103k), minus direct pass-through expenses and adjusting entries of \$17k, resulting in **Operating Expenses** of approximately (\$86k).
- **January ended with a surplus of \$10,505. Fiscal year 2024 has a surplus of approximately \$262k.**

8. Administration

- a. Motion to approve Promotion in Place for selected Commission Employees (Resolution 24-40)

John Kahl moved to approve Promotion in Place for selected Commission Employees (Resolution 24-40) and Don white seconded.

Eric Miller updated this is for 3 persons, 1 getting promoted to Planner II which is Gabriel Guevara with salary increase and the other 2 will be announced later. Motion carried.

Moved c to be approved.

- c. Motion to approve Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund. (Res. 24-41)

John Kahl moved Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund (Res. 24-41) and Nate Parrott seconded.

- Chuck Nagel said this is a positive move for employees.
- Eric Miller mentioned this is a procedural requirement from IMRF. Hoping this is approved and completed by July 1. The dissolution is in the works by attorneys.

Motion carried.

- b. Motion to approve Commission to adopt the changes as amendments to Employee Handbook (Res 24-39)

Danny Phelan moved to approve the Commission to adopt the changes as amendments to the Employee Handbook (Res. 24-39) and John Kahl seconded. Motion carried.

9. Transportation

- a. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-43)

- i. Project S-24-26 Safety Shoulders

Nate Parrott moved to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-43) and Danny Phelan seconded.

Michael Bruner updated on the following:

- Adding to IDOT Dist. 4 FY 2024 Safety Program. The project is currently scheduled for the June 24, 2024, letting. The project is for construction of Hot Mixed Asphalt (HMA) safety shoulders along IL-9 from 0.4 miles east of Veterans Drive in Pekin to 0.5 miles West of the western city limits of Tremont.

Motion carried.

b. Discussion of FY 2025 Unified Planning Work Program

Michael Bruner updated on the following:

- The Unified Planning Work Program (UPWP) is one of the cores MPO planning documents and 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 (July1 through June 30).
- Staff is in the beginning stages of developing the draft FY 2024 UPWP and has submitted the draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) to IDOT. The following remainder of the UPWP schedule listed in the memo in your packet:
 - Feb. 21: Staff presents draft UPWP to Technical Committee.
 - March 6: Staff presents draft UPWP to Commission.
 - March 20: Technical Committee recommends UPWP to Commission for approval.
 - April 3: Commission approves final UPWP & staff submits document to IDOT.
 - July 1: IDOT accepts UPWP, work begins.

c. Discussion of the FY 2025-28 Transportation Improvement Program

Michael Bruner updated on the following:

- As an MPO, Tri-County is federally required to develop and maintain the Transportation Improvement Program (TIP), which is a short-term plan that identifies all federally funded and regionally significant transportation projects programmed for state and local jurisdictions for the next four fiscal years (FY 2025-28).
- Tri-County updates the TIP on an annual basis in coordination with IDOT and local jurisdictions. The TIP includes roadway, non-motorized, and transit projects. All projects must be consistent with the region's LRTP. The TIP must be fiscally constrained, meaning projects are not included on the active project lists without a funding source. Projects that are regionally significant, reflect local jurisdiction priorities, and would be included in the TIP if reasonable funding sources were available are included in the Illustrative Project List.
- Staff will be reaching out in the next couple of weeks to get status updates on your jurisdiction's current projects and to see if there are any additional projects that should be added to the FY 2025-25 TIP.

d. Discussion on Statewide Planning & Research Funds NOFO

- Michael updated this is the annual funding program.
 - The SPR application was released late last week and is open until April 14, 2024. An informational webinar will be held on March 13, 2024. Tri-County is planning on submitting a regional grant application to update Peoria, Tazewell, and Woodford county's comprehensive plans, along with the City of Pekin's comprehensive plan and two multi-modal subarea plans for IL-29.

- Eric Miller added this is not limited to MPO's. If you need assistance, please notify us.
- Don White asked what NOFO is, and Michael Bruner said Notice of Funding Opportunity

10. Updates

a. IDOT

Chris Schmidt said the state received \$149M for electric transportation to put in infrastructure. You can sign up on the website under NOFO.

b. FHWA- nothing to add.

11. Other

Patrick Urich added all material is submitted for Rail Service for Federal.

12. Adjournment

John Kahl moved to adjourn at 9:45 am. and Don White seconded. Motion carried.

Submitted by: Eric Miller, Executive Director

Recorded and transcribed by: Debbie Ulrich, Office Administrator