



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., April 3, 2024

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., April 3, 2024

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 Don 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	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.	V	
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	x	
Mary Burress, City of Pekin.		x	Don Knox CityLink	V	
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, Khephra Jackson, and Michael Bruner. Staff virtual: Logan Chapman. Betsy Tracey- FHWA

3. Public Input-none

4. Motion to approve March 6, 2024, Commission minutes.

John Kahl moved to approve the March 6, 2024, minutes and Nate Parrott seconded. Motion carried.

5. Chairman report

Chairman Menold made recognition of the following members of the Tri- County Regional Planning Commission that has passed away. - Sharon McBride, Lynn Scott Pearson, and James Booth.

6. Executive Director report

Eric Miller reported on the following:

- Hired a GIS Specialist: and 2 summer interns.

- Charging infrastructure- Federal application USDOT- April 11 @ 1:30 p.m.
- Working on FY25 Draft budget
- Ray Lees is working on Planning Strategies on the Environment
- Working on 2045 LRTP

7. Ways and Means Report

- a. Motion to approve February 2024 Financial Statements and Billings (Resolution 24-45)

Chuck Nagel moved to approve February 2024 Financial Statements and Billings (Resolution 24-45) and Autumn Jones seconded.

Rebecca Eisele updated on the following:

- **Total Operating Cash** at the end of the month was approximately \$987k. Operating cash decreased by (\$52k) in February, compared to January.
- **Total Accounts Receivable** at the end of the month was \$214k. Of the A/R balance, \$147k was federal funds, \$31k was state funds, and \$36k was local funds.
- **Accounts Payable** balance at the end of the month was \$62k, and of that amount there was \$60k in unpaid pass-through expenses as of the end of February. The remaining \$2k A/P balance was for regular monthly bills unpaid as of the end of the month.
- **Current billing** for February was \$98k, minus direct pass-through expenses and adjusting entries of (15k), resulting in **Operating Revenue** of approximately \$83k.
- **Total Expenses** for February were (\$97k), minus direct pass-through expenses and adjusting entries of \$15k, resulting in **Operating Expenses** of approximately (\$82k).
- February had 20 regular working days, 1 paid holiday, and 49.5 hours of PTO were used by staff.
- **February ended with a surplus of \$1,269. Fiscal Year 2024 has a surplus of approximately \$262k.**
- Eric Miller added that the City of Pekin has paid their dues.

Motion carried.

8. Administration

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

Danny Phelan moved to approve Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund (Resolution 24-41) and John Kahl seconded.

Eric Miller mentioned we received the new cost study yesterday so we can approve this resolution.

Motion carried.

- b. Motion to approve staff attending the National American Planning Association Conference in Minneapolis, MN from April 13 through April 16, 2024 (Resolution 24-44)

Autum Jones moved to approve staff attending the National American Planning Association Conference in Minneapolis, MN from April 13 thru April 16, 2025 (Resolution 24-44) and John Kahl seconded.

Eric Miller said that Gabriel Guevara will be attending.

Motion carried.

9. Transportation

- a. Motion to approve FY 2025 Unified Planning Work Program (Resolution 24-48)

Nate Parrott moved to approve FY 2025 Unified Planning Work Program (Resolution 24-48) and John Kahl seconded.

Michael Bruner updated on the following:

- i. At the MPO Technical Committee meeting on March 20, 2024, the Committee recommended that the Commission approve and adopt the FY 2025 Unified Work Program (UPWP). The UPWP is one of the core MPO planning documents and serves as the budget for the metropolitan transportation planning process. The document directs the day0to0day work of the MPO. The document

describes all transportation planning activities with a corresponding budget Tri-County proposes to undertake during the FY 2025 (July 1, 2024, through June 30, 2025).

Motion carried.

b. Motion to approve FY 2025 Joint Funding Agreement (Resolution 24-47)

John Kahl moved to approve FY 2025 Joint Funding Agreement (Resolution 24-47) and Don White seconded.

Michael Bruner updated on the following:

- i. At the MPO Technical Committee meeting on March 20, 2024, the Committee recommended that the Commission approve Resolution 24-47. FY 2025 Joint Funding Agreement. The MPO's PL marks for FY 2025 are \$974,535.02, which requires a non-federal match of \$243,633.76. For FY 2025, the Commission will be utilizing the State metropolitan Planning Funds for the non-federal match. Therefore, the FY 2025 membership dues will be utilized as local dollars and programmed by this body (Commission) in a separate work program. Some examples of previous years' users are matching grants, such as the Safe streets and Roads for All (SS4A) and last year's Statewide Planning and Research (SPR) grant.

For determining each jurisdiction membership fee, each agency's Calendar Year 2023 MFT allotment is summed to gather the total MFT allotment. That percentage is used in determining their required contribution for the FY 2025 membership fee.

Motion carried.

c. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-46)

- i. Project PEK-24-02

John Kahl moved to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-46) and Nate Parrott seconded.

Michael Bruner updated on the following:

- Project PEK-24-02 is adding Phase I and II Engineering for the Veterans Drive Extension for Sheridan Road to Fischer Road to the FY 2024 Program.

Motion carried.

10. Updates

a. Combined Call for Projects for Commission-allocated Federal Funds

Michael Bruner updated on the following:

- Since presenting the idea of combining the Call for Projects for Commission – allocated Federal funds at the February 7, 2024, Commission meeting, staff has presented the idea to the MPO Technical Committee at their February 21, 2024, meeting. The Technical Committee requested the presentation of the draft application at their March 20, 2024, meeting. At the March Technical meeting, staff presented the draft Call for Projects document and application and received a few comments and suggestions. Based on those comments, staff made changes to the Call for Projects document and application and have since released a test application for Technical Committee members to use and provide any additional feedback.
- On page 58 of your packet, you can see the Combined Program Funding Summary with an estimated total of \$11,305,746 available for programming. On the following page (Pg. 59) you can see the anticipated schedule, with the planned Call for Projects being issued on April 17, 2024, and project applications being due on June 28, 2024.
- For viewing the draft Call for Projects document and application, visit Tri-County's website under Our Work, Funding Program (<https://tricitypc.org/funding-programs/call-for-projects/>).

b. IDOT-nothing

c. FHWA-Betsy Tracy has nothing to add.

11. Other

Eric Miller said that he will be in Boston at the next Executive Board meeting and would like to change it to April 22, 2024. Will send out notice of change.

12. Adjournment

Autum Jones moved to adjourn at 9:25 a.m. and John Kahl seconded.

Submitted by:

Eric Miller, Executive Director

Recorded by: Logan Chapman, GIS Specialist

Transcribed by:

Debbie Ulrich, Office Administrator