



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330 FAX: 309-673-9802

www.tricountyrpc.org

Ways & Means Committee.....8:30 a.m., November 3, 2021

Full Commission/Executive Board (in lieu of Lack of Quorum) ...9:00 a.m., November 3, 2021

Please join my meeting from your computer, tablet or smartphone.

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

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United States: +1 (408) 650-3123

Access Code: 291-023-189

AGENDA

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve September 23, 2021 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
 - a. Motion to approve September Financial Statements and Billings (Resolution 22-16)
- 8. Administration**
 - a. Motion to approve the purchasing of technology equipment upgrades (Resolution 22-15)
 - b. Motion to approve 2022 Community Leadership School for two (2) planners (22-19)
- 9. Transportation**
 - a. Motion to approve Transportation Improvement Program amendments-Attachments:
 - 1) Project S-22-12 Bridge Preservation
 - 2) Project S-22-17 I-74 Resurfacing
 - 3) Project S-22-18 US 24 Pavement Preservation
 - 4) Project S-22-19 Bridge Cleaning
 - 5) Project PC-21-01 Glen Avenue Reconstruction
 - 6) Project WC-23-01 Santa Fe Trail Resurfacing
 - 7) Project CC-23-01 Fischer Road Resurfacing
 - b. Motion to approve Executive Director to enter into a contract with the selected consultant for IDOT-SPR activity based Travel Demand Model for an amount not to exceed \$480,000. (Resolution 22-17)
 - c. Motion to approve Executive Director to enter into a contract with the selected consultant for Congestion Management Plan update for an amount not to exceed \$30,000. (Resolution 22-18)
 - d. Motion to approve FTA Section 5310 Project Funding Awards- Memo
 - e. Call for Projects, Special Transportation Planning Studies FY2022- Attachment
- 10. Other**
- 11. Updates**
 - a. Agency updates- (IDOT, Other)
- 12. Adjournment**



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Ways & Means Committee.....5:00 p.m., September 23, 2021

Full Commission/Executive Board (in lieu of Lack of Quorum) ...5:30 p.m., September 23, 2021

MINUTES

1. Call to Order, Welcome, Recognition of Audience

2. Roll Call

Commissioner	P	A	Commissioner	P	A
Mike Hughes Chillicothe		x	Leon Ricca Bartonville		x
Rita Ali City of Peoria.		x	Nate Parrott Morton	x	
Patrick Urich City of Peoria	x		Barry Logan Woodford Co	x	
Rick Powers City of Peoria	x		Chuck Nagel, Woodford Co.	x	
Ron Talbot Creve Coeur		x	Andrew Rand, Peoria Co.		x
John Kahl East Peoria.		x	Don White Peoria Co.	x	
Mike Hinrichsen, Germantown Hills	x		Russ Crawford Tazewell Co.	x	
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	x	
Mark Luft City of Pekin.	x		Sharon McBride CityLink		x
Gary Manier, Washington		x	Karen Dvorsky, IDOT	x	
James Dillon West Peoria		x	.		

Staff: Eric Miller, Ray Lees, Rebecca Eisele, Gabriel Guevara, Michael Bruner, Reema Abi-Akar, and Debbie Ulrich. Staff Virtual Britney West. Others virtual: Mike Vanderhoof IDOT, and Betsy Tracey-FHWA. Roy Source, and Jared Vogel- Source Freshwater

Mike Hinrichsen asked for a moment of silence.

3. Public Input- none

4. Motion to approve August 26, 2021, Commission minutes

Barry Logan moved to approve August 26, 2021, minutes and Don White seconded. Motion carried.

5. Chairman report- nothing to report

6. Executive Director report- pass on report

7. Ways and Means Report

a. Motion to approve August Financial Statements and Billings (Resolution 22-12)

No quorum for Ways & Means meeting.

Barry Logan moved to approve August Financial Statements and Billings (Resolution 22-12) and Don White seconded. Motion carried.

Rebecca Eisele reported on the following:

- End of month cash was \$518k. Net cash decrease from last month was \$167k. The cash flow statement reconciles the changes in cash to the results of operations.
- Adjustments were made to July financials that resulted in an additional \$12k deficit. There were additional pass-thru expenses that we needed to expense in July, but that were not yet billed. There was also an adjustment to retirement expenses that was found during the audit.
- Accounts Receivable at the end of month was \$557k and is composed of \$443k in federal funds, \$64k in state funds, and \$49k in local funds.
- Accounts Payable at end of month was \$40k. \$27k of Accounts Payable is direct-pass-thru money for contract services and consultants. \$18k of the pass-thru funds have been included in AR, but \$9k of the pass-thru costs have not been billed as of the end of August. The other \$13k was for regular monthly bills, including health, dental, vision, and life insurances, the credit cards, and copier lease.
- Total Billings for August were \$202k, less direct pass-throughs of \$126k- operating revenue of \$76k for 22 regular working days.
- Total Expense for August were \$181k less direct pass-throughs of \$126k = operating expenses of \$55k.
- August results in a surplus of \$22k.
Eric Miller added audit field work is completed.

8. Administration

a. Motion to approve changing day and time of Commission meetings to 1st Wednesday, of month at 9:00 a.m.

Mike Hinrichsen said this change is to hopefully get better support of meetings.

Don White moved to approve changing day and time of Commission meetings to 1st Wednesday, of month at 9:00 a.m. and Greg Menold seconded. Motion carried.

Greg Menold asked when this will go into effect and Mike Hinrichsen replied to next month.

b. Motion to approve selection of Health Insurance Broker (Resolution 22-10)

c. Motion to approve selection of Property Casualty Insurance Broker (Resolution 22-11)

Russ Crawford asked to move on both a and b together and Barry Logan seconded.

Motion carried.

Eric Miller said that every 5 years we go out for RFQ for brokers services.

Russ Crawford added Envision will help with internal services since he knows how TCRPC works and will help with costs of all insurances.

9. Transportation

- a. Motion to approve FY21 Transportation Improvement Program amendments- TZ-21-01 and TZ-21-02 (attachment)

Barry Logan moved to approve FY21 Transportation Improvement Program amendments- TZ-21-01 and TZ-21-02 and Greg Menold seconded. Barry Logan mentioned this has not been thru Technical.

- Michael Bruner updated TZ-21-01 is for construction engineering for Furrow Rd (TR 141) over Lost Creek 0.5 miles east of South Pekin and TZ-21-02 is for structure removal and replacement and associated roadway work on Furrow Rd. (TR141) over Lost Creek 0.5 miles east of South Pekin. Motion carried.

10. GIS

- a. Motion to approve GIS Server Component Purchase (Res 22-13)
b. Motion to approve GIS Vendor Agreement (Res 22-14)

Rick Powers moved to approve both a and b and Patrick Ulrich seconded.

- Britney West explained Resolution (22-13) is to purchase GIS server hardware and configuration support from Facet Technologies not to exceed \$20,041.38 and Resolution (22-14) is to enter and implement a contract with Cloudpoint Geospatial to upgrade the new GIS server not to exceed \$9,250. Motion carried.

11. Other

Presentation of Asian Carp Harvesting Program- Roy Sorce, and Jared Vogel, Sorce Freshwater

Roy Sorce introduced Jared Vogel and reviewed the Business Overview of

- Sorce Freshwater Co. Illinois based family business operating 50+ years
- Transformation 2020-2021
 - Previous- Wholesale food distribution
 - Presently- Freshwater fish receiving and processing
- Our Goals & Mission
 - Establish a Blue Economy in Central Illinois
 - Collaborate with known and unknown stakeholders impacted by the Asian carp programs
 - Create a Center of Excellence (COE) for freshwater fish harvesting and processing standards with Central Illinois
 - Continuously improve the environment conditions for harvesting and marketing invasive and native freshwater species in the Midwest.

Russ Crawford thanked for presentation. Ray Lees will coordinate a tour next week for those wanting to tour facility.

Adjournment

Barry Logan moved to adjourn at 6:45 p.m. and Greg Menold seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Transcribed by:

Debbie Ulrich, Office Manager

To: Members of the Commission
From Eric W. Miller, Executive Director
Date: November 3, 2021
Subject: Executive Director Report for October, 2021

Project	Activity	Status
Administrative		
Headlines		
	Attended meeting regarding Hi Speed Passenger rail for Peoria	Ongoing
	Hired GIS Specialist, Began recruitment of Planner	Complete
	Continued Strategic Planning preparation for Commission	Ongoing
	Attended sessions for IDOT Fall Planning Conference and ILARC Board Meeting	Complete
Audit	Continued work with Auditors subsequent to field work	Complete
Commission vendor selection	Started transition to Health Insurance Broker	Ongoing
	Started transition to General Liability Insurance Broker	Ongoing
Personnel	Annual staff reviews ongoing	Ongoing
Financial Report	September Results 5k positive	Ongoing
Indirect Cost Rate(ICR)	Work on FY21 ICR with State of Illinois GOMB	Complete
Website	Content review of website.	Ongoing
Planning issues		
Illinois River Issues	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Continued discussion with stakeholders re:Island Design Workshop -USACE Engineering with Nature (nationa	Ongoing
	Discussion with members regarding organization	Ongoing
Village of Goodfield Comp Plan	Continued discussion with Village board regarding Scope of work	Ongoing
Village of Dunlap Comp Plan	Work has commenced	Ongoing
Village of Tremont Comp Plan	Work has commenced	Ongoing
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding Scope of work	
Village of Minonk Comp Plan	Continued discussion with Village board regarding Scope of work	
Regional Water Supply Planning	Continued work for Regional Water Supply Planning contract/ applied for Contract Extension	Ongoing
Watershed Planning	Developing Scope of Work and IEPA 319 Grant Submittal for a Watershed plan in Kickapoo Creek WS	Ongoing
Hazard Mitigation Plan	Began process for update to Hazard mitigation plan, Coordination with IEMA and Stakeholders	
Online Collaboration Platform	Implementation of ARC Hub Citizen Engagement Platform	
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	complete
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Pending
Bartonville		
Maintained COVID-19 dashboard for Woodford County Health Dept.		Ongoing
MPO/Transportation		
SPR Grant applications	Coordinate with IDOT on Execution of Contracts for SPR	complete
Transportation Improvement Program	Development of FY 22 Transportation Improvement Program	Complete
	Created web based TIP document application	
	Processed FY 21 TIP Amendments	Ongoing
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	In Progress
Highway Safety Improvement Program Guardrails	working with Stakeholders to identify project lead for implementation	Ongoing
Special Transportation Studies		
City of East Peoria Riverfront Bikeway study	Project in Public Review phase	Ongoing
Woodford County Pavement evaluation	Project Underway	Ongoing
FY 21 State Planning and Research Funding		
Asset Management software	Project is underway, coordinating with Consultant	Ongoing
Activity Based Travel Demand Model	Evaluating Consultants for project implementation	Ongoing
FY20 State Planning and Research Funding	Recommended for Funding- Data Planimetrics /Transit Gray Area	Ongoing
Grey Area Study	Report is complete	Ongoing
GIS Planimetric data acquisition	Final edits completed , Closing out contract	Ongoing

RESOLUTION 22-16

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR SEPTEMBER

WHEREAS, the Tri-County Regional Planning Commission is required to establish and maintain proper accounting procedures and cash management records in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental agencies, and

WHEREAS, on a monthly basis, the staff accountant prepares end-of-month financial reports and a listing of cash disbursements, and

WHEREAS, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for September 2021, and recommends that the Commission approve said reports.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the financial reports and cash disbursements for September 2021 are approved.

Presented this 3rd day of November 2021

Adopted this 3rd day of November 2021

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric W. Miller
Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission

Balance Sheet

As of September 30, 2021

	Current Month Sep 30, 21	Previous Month Aug 31, 21	Previous Year Sep 30, 20
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	457,405	430,918	630,434
Total 10000 · Cash - Unrestricted	457,405	430,918	630,434
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	51,235	51,233	60,327
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	15,978	15,498	28,047
Total 11000 · Cash - Restricted	87,981	87,500	109,143
Total Checking/Savings	545,386	518,418	739,577
Accounts Receivable			
13000 · Accounts and Grants Receivable	729,848	557,045	449,522
Total Accounts Receivable	729,848	557,045	449,522
Other Current Assets			
15000 · Prepaid Expenses	14,714	19,095	18,871
Total Other Current Assets	14,714	19,095	18,871
Total Current Assets	1,289,948	1,094,558	1,207,971
Fixed Assets			
17100 · Computer Equipment	-	-	33,098
17101 · Accum. Deprec. - Computers	-	-	(31,529)
Total Fixed Assets	-	-	1,569
TOTAL ASSETS	1,289,948	1,094,558	1,209,540
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
20000 · Accounts Payable	74,623	40,588	173,261
20011 · MCB Credit Card	-	-	(603)
Other Current Liabilities			
21000 · Accrued Expenses	1,064	811	2,488
21100 · Accounts Payable - Employees	151	258	-
22100 · Accrued Payroll	20,427	27,517	24,365
22200 · Accrued Vacation/Personal Time	48,835	53,991	61,258
22300 · Unvested Retirement	16,155	15,696	28,335
22000 · Employer Liabilities	2,440	3,376	4,462
Total 22000 · Employer Liabilities	87,857	100,580	118,420
23100 · Deferred Revenue - PPUATS	200,191	29,837	29,837
23200 · Deferred Revenue - IL MPO	19,238	19,238	19,238
23250 · Deferred Revenue - Walkability Funds	-	-	11,000
23300 · Deferred Revenue - Woodford County	1,867	2,800	1,867
23400 · Deferred Revenue - Regional Server	6,750	7,500	6,750

Tri-County Regional Planning Commission

Balance Sheet

As of September 30, 2021

	Current Month	Previous Month	Previous Year
	Sep 30, 21	Aug 31, 21	Sep 30, 20
23500 · Deferred Revenue - Village of Washburn	488	488	488
Total Other Current Liabilities	317,605	161,512	190,086
Total Current Liabilities	392,228	202,099	362,745
Total Liabilities	392,228	202,099	362,745
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	678,902	678,902	619,810
Net Income	12,368	7,107	20,535
Total Equity	897,720	892,459	846,795
TOTAL LIABILITIES & EQUITY	1,289,948	1,094,558	1,209,540

Tri-County Regional Planning Commission
Comparative Income Statement
September 2021

	Current Month	Previous Month	Current FY22 to Date	Previous FY 21 to Date
	Sep 21	Aug 21	Jul - Sep 21	Jul - Sep 20
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	76,259	152,525	297,014	255,619
42000 · State Grants and Awards	54,019	35,027	104,286	245,125
43000 · Local Matching Contributions	-	8,104	8,104	22,331
44010 · GIS Support	2,448	2,250	7,521	16,307
44020 · Planning & Zoning Support	2,146	754	5,160	6,104
45000 · Member Dues	4,070	4,070	12,211	12,562
46000 · Interest Income	7	11	29	120
Total Income	138,949	202,740	434,325	558,169
Gross Profit	138,949	202,740	434,325	558,169
Expense by Account & Category				
Total 61000 · Computer Expenses	31,146	79,917	112,161	6,428
Total 61500 · Consultant & Contractual Svcs	22,813	31,607	93,331	301,345
62000 · Depreciation	-	-	157	471
Total 63000 · Employee Benefits	15,445	14,765	45,340	45,373
Total 63500 · Office Administration	1,979	2,186	5,837	6,286
Total 64000 · Miscellaneous	695	565	3,997	13,027
Total 65000 · Professional Fees	12,750	94	12,938	-
Total 65500 · Facility Costs	3,746	3,938	11,310	10,619
66000 · Salaries and Wages	44,679	46,730	131,641	153,311
Total 67000 · Travel and Training	436	932	5,244	775
Total Expense	133,689	180,735	421,957	537,634
Net Income	5,261	22,006	12,368	20,535

Tri-County Regional Planning Commission

Statement of Cash Flows

July through September 2021

	Sep 21	FY22 - YTD
OPERATING ACTIVITIES		
Net Income	5,261	12,368
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(172,803)	(380,102)
15000 · Prepaid Expenses	4,381	5,655
20000 · Accounts Payable	34,035	46,988
20011 · MCB Credit Card	-	(51)
21000 · Accrued Expenses	254	73
21100 · Accounts Payable - Employees	(107)	24
22100 · Accrued Wages Payable	(7,090)	(1,996)
22200 · Accrued Compensated Absences	(5,156)	(16,238)
22300 · Unvested Retirement	459	1,403
22503 · FICA & Medicare	(635)	(167)
22504 · IL Unemployment Taxes	(3)	(114)
22505 · 457 (b) Contributions	(305)	(193)
22520 · United Way	7	-
23100 · PPUATS	170,354	170,354
23250 · Walkability Funds	-	(10,975)
23300 · Woodford County	(933)	(2,800)
23400 · Regional Server Partnership	(750)	6,750
Net cash provided by Operating Activities	26,968	(169,021)
INVESTING ACTIVITIES		
17101 · Accum. Deprec. - Computers	-	157
Net cash provided by Investing Activities	-	157
Net cash increase for period	26,968	(168,864)
Cash at beginning of period	518,418	714,250
Cash at end of period	545,386	545,386

Tri-County Regional Planning Commission
Check Register - Operating Account
September 2021

Date	Num	Name	Memo	Amount
09/01/2021	1174	City of Peoria	Rent - 09/2021	2,950.00
09/01/2021	1175	PIP Marketing Signs Printing	Office Supplies	45.00
09/02/2021	ACH	Delta Dental	Dental Insurance	293.08
09/02/2021	ACH	Guardian	Life and Disability Insurance	347.84
09/02/2021	ACH	United Healthcare	Health Insurance	9,244.35
09/03/2021	ACH	Department of the Treasury	Payroll Taxes 08/16/21 - 08/31/21	7,516.44
09/03/2021	ACH	CEFCU	Payroll Liability 08/16/21 - 08/31/21	50.00
09/03/2021	ACH	Illinois Department of Revenue	Payroll Taxes 08/16/21 - 08/31/21	1,357.19
09/03/2021	ACH	Nationwide	Retirement 08/16/21 - 08/31/21	1,949.92
09/03/2021	ACH	Unvested Retirement Account	Retirement 08/16/21 - 08/31/21	249.44
09/03/2021	ACH	Staff - Payroll	Payroll 08/16/21 - 08/31/21	21,152.36
09/14/2021	1176	American Planning Association - IL	GIS Specialist - Job Posting	100.00
09/14/2021	1177	American Planning Association	Association Dues	236.00
09/14/2021	1178	City of Peoria	Adjustment to Q1 2021 Utilities	288.34
09/14/2021	1179	Hinckley Springs	Water	100.14
09/14/2021	1180	PIP Marketing Signs Printing	Office Supplies	45.00
09/14/2021	1181	Peoria Journal Star	GIS Specialist - Job Posting	365.00
09/14/2021	1182	Xerox Financial Services	Copier Lease	693.77
09/15/2021	ACH	Comcast	Telephone and Internet	344.49
09/15/2021	ACH	Heartland Parking	Parking	87.00
09/15/2021	ACH	Lochmueller Group, Inc.	Grey Area Study - Pass Through Contractual Services	4,333.63
09/15/2021	ACH	The Cleaning Source	Cleaning - 08/2021	179.00
09/15/2021	1183	Lardner/Klein Landscape Architects, P.C.	FY21 - IDOT UWP - Pass Through Consultant Services	9,274.00
09/15/2021	1184	Leading Edge Geomatics, Inc.	IDOT Planimetrics - Pass Through Consultant Services	7,200.00
09/15/2021	1185	American Planning Association	Association Dues	501.00
09/20/2021	ACH	Department of the Treasury	Payroll Taxes 09/01/21 - 09/15/21	8,106.12
09/20/2021	ACH	CEFCU	Payroll Liability 09/01/21 - 09/15/21	50.00
09/20/2021	ACH	Illinois Department of Revenue	Payroll Taxes 09/01/21 - 09/15/21	1,353.48
09/20/2021	ACH	Nationwide	Retirement 09/01/21 - 09/15/21	2,094.73
09/20/2021	ACH	Unvested Retirement Account	Retirement 09/01/21 - 09/15/21	229.40
09/20/2021	ACH	Staff - Payroll	Payroll 09/01/21 - 09/15/21	20,238.37
09/22/2021	1186	Morton Community Bank	Credit Card Payment	1,146.19
09/23/2021	1187	Illinois Public Transportation Association	2021 Fall Conference	300.00
09/23/2021	1188	Peoria Area Chamber of Commerce	Dues	400.00
09/30/2021	ACH	IDES	3rd Qtr - IL Unemployment Tax	31.38
09/30/2021	ACH	Facet	Web Hosting - October 2021	385.00
09/30/2021	ACH	Facet	Flex Service Contract - October 2021	600.00
09/30/2021	ACH	Lochmueller Group, Inc.	Grey Area Study - Pass Through Contractual Services	5,951.00
09/30/2021	ACH	Morton Community Bank	Service Charge	17.84
Register			Total Checks	109,806.50

Tri-County Regional Planning Commission
Credit Card Register
September 2021

Date	Employee Card	Vendor	Memo	Amount
09/01/2021	Miller	Adobe	Adobe User Subscription	15.93
09/05/2021	Miller	Adobe	Adobe User Subscription	15.93
09/05/2021	Lees	Adobe	Adobe User Subscription	15.93
09/09/2021	Miller	Qbox	QuickBooks File Management	12.00
09/15/2021	Ulrich	Adobe	Adobe Main Account Subscription	52.99
09/23/2021	Miller	American Planning Association	Receipt# 3247198 - Job Posting	195.00
09/30/2021	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	307.78

RESOLUTION 22-15

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PURCHASE TECHNOLOGY AND EQUIPMENT UPGRADES

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, offers a wide range of services to its members which requires the use of up-to-date computer systems and hardware, and

WHEREAS, the Executive Director and staff evaluate the inventory of computer hardware/software and electronic tools at the beginning of every fiscal year to be sure that the Commission's systems can fulfil its mission, grants, and contracts, and

WHEREAS, staff has identified two workstation computer and monitors that require replacing, and

WHEREAS, a suitable replacements for the two workstation computers and monitors may be purchased for a total of \$3,000, and

WHEREAS, staff has identified two iPads used for GIS data collection that require replacing, and

WHEREAS, a suitable replacement for the iPads may be purchased for a total of \$3,000, and

WHEREAS, staff has identified the need to purchase conferencing system to be utilized for remote meeting, and

WHEREAS, a suitable video conferencing system may be purchased for \$1,500, and

WHEREAS, staff has identified the need to purchase replacement batteries for the GPS Units, and

WHEREAS, a suitable GPS replacement battery may be purchased for \$150, and

WHEREAS, staff will follow the requirements and recommendations of the Commission procurement policy to ensure the most cost-effective pricing for each item, and

WHEREAS, adequate funding for the purchase of this equipment has been included in the Equipment line item of the FY21 and 22 budget.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes the Executive Director to purchase technology equipment upgrades for an amount not to exceed \$7,650.

Presented this 3rd day of November 2021

Adopted this 3rd day of November 2021

Mike Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 22-19

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO FUND THE ENROLLMENT FEE FOR THE PARTICIPATION OF TWO PLANNERS IN THE PEORIA AREA CHAMBER OF COMMERCE 2022 COMMUNITY LEADERSHIP SCHOOL (CLS).

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides funding and support for staff professional development, and

WHEREAS, the Commission, has sponsored other staff members to become involved in the Community Leadership School to develop a broader base of knowledge of the Greater Peoria Community, the issues impacting its progress, meet key regional leaders/stakeholders and expand their professional regional network of relationships with other CLS participants, and

WHEREAS, the Executive Director of the Commission and Planning Program Manager both recognize the leadership potential of Planner II, Reema Abi-Akar and Planner II, Michael Bruner to participate, and

WHEREAS, the funding for this project comes from FY 22 PL Funds for the \$1,200 fee for each to participate with the total amount of funding requested of \$2,400, and

THEREFORE BE RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes the Executive Director to approve the submission of applications for two planners to enroll in the Peoria Area Chamber of Commerce 2022 Community Leadership School in an amount not to exceed \$2,400.00

Presented this 3rd day of November 2021

Adopted this 3rd day of November 2021

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric W. Miller, Executive Director
Tri-County Regional Planning Commission

**PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)
FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted October 7, 2020, as amended

Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
10/13/2021	From 2021	To 2024	Illinois Department of Transportation

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Bridge Preservation	S-22-12	68F75	4-09017-4700	[90(107-2)HB]BJR,BDR,BR R	Townline Rd over I-155	Bridge Repair & Replace Joints	NHPP	90%	\$ 450,000
							State	10%	\$ 50,000
							Local		
							Total		
Reason for Amendment:		Updated cost							

Resurfacing	S-22-17	68F11	4-09019-0600	90[14RS-5;15RS-6]	I-74: 0.8 Mi. E of Morton Ave. to Woodford Co. Line	Designed Overlay	NHPP	2700%	\$ 13,500,000
							State	300%	\$ 1,500,000
							Local		
Total								\$ 15,000,000	
Reason for Amendment: Added to FY22 program									

Pavement Preservation	S-22-18	68G28	4-02024-2103	(46-1,11)CJS	US 24: Bartonville to S of ILL 9 E; IL 29: Creve Coeur to Marquette Heights	Crack & Joint Sealing	NHPP	2%	\$ 352,000
							State	1%	\$ 88,000
							Local		
Total								\$ 440,000	
Reason for Amendment: Added to FY22 program									

Bridge Preservation	S-22-19	68G58	0-01270-4002 & 0-01270-4003	D4 Bridge Washing 2022	Various locations over the Illinois River	Bridge Cleaning	NHPP	177%	\$ 780,000
							State	44%	\$ 195,000
							Local		
Total								\$ 975,000	
Reason for Amendment: Added to FY22 program									

Technical	
Policy	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

- NOTES:**
- 1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.
 - 2) Projects can be moved from Year 2 or 3 of the TIP into Year 1 with the approval of the implementing agency and the PPUATS POLICY COMMITTEE. The implementing agency may elect to change fund type with notification to the PPUATS POLICY COMMITTEE.
 - 3) The Excel document for this form uses formulas to calculate Funding Share % and Total Project Cost. These cells cannot be edited by default, to prevent accidental overwriting of these formulas. To override this protection in Excel 2010 and above, click on the "Review" tab and then click on "Unprotect Sheet."

**PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)
FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted October 7, 2020, as amended

Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
10/7/2021	From 2021	To 2024	Peoria County

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Glen Ave	PC-21-01			18-00029-00-PV	Glen Avenue from Sheridan Road to Knoxville Avenue	Reconstruction of Glen Avenue from 2 lane rural section to a 3 lane urban section.	STU	32%	\$ 1,274,000
							COVID Relief	5%	\$ 193,891
							State		
							Local	63%	\$ 2,532,109
							Total		\$ 4,000,000
Reason for Amendment: Update funding sources and funding amounts									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

Technical	
Policy	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

- NOTES:**
- 1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.
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**PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)
FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM**

TIP Adopted October 7, 2020, as amended
Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
10/7/2021	From 2021	To 2024	Woodford County

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Santa Fe Trail	WC-23-01			21-00058-00-RS	Santa Fe Trail from IL 26 to Lourdes Rd	Resurfacing - Mill & Overlay	HIP-CRRSAA-Urban	33%	\$ 501,502
							HIP-CRRSAA-Rural	11%	\$ 166,245
							MFT	49%	\$ 750,000
							State		
							Local	7%	\$ 102,253
							Total		\$ 1,520,000
Reason for Amendment: Add project to FY23 program									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

Technical	
Policy	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

NOTES:

1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.

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PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS)
FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT FORM

TIP Adopted October 7, 2020, as amended

Cells colored in gray are automatically calculated in Excel (see Note 3 below)

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
10/15/2021	From 2021	To 2024	Creve Cœur

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Resurfacing	CC-23-01				Fischer Road: IL Route 29 to S. Creve Coeur Avenue	Mill and HMA Overlay	HIP-CRRSAA-Urban	70%	\$ 375,289
							State		
							Local	30%	\$ 163,509
							Total		\$ 538,798
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

Technical	
Policy	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

NOTES:

1) The projects in the state portion of the TIP are the Illinois Department of Transportation's estimate for fiscal year project scheduling and represent an intent to proceed. Impacts on individual project readiness include funding availability, unforeseen events (environmental problems, engineering, land acquisition) and the department's need to retain programmatic flexibility to address changing conditions and priorities on the state highway system.

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RESOLUTION 22-17

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SELECTED CONSULTANT FOR IDOT-SPR ACTIVITY-BASED TRAVEL DEMAND MODEL FOR AN AMOUNT NOT TO EXCEED \$480,000

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, received a two-year contract in the amount of \$480,000 in FY2021 IDOT-SPR funds to update the regions Travel Demand Model from a Four-Step Model to an Activity-Based Model, and

WHEREAS, the federal IDOT-SPR funds of \$384,000 (80%) will be matched by State Planning funds of \$96,000 (20%) for a total project cost of \$480,000, and

WHEREAS, the Commission issued Request for Qualifications (RFQ) for the project in accordance with our procurement policy, and

WHEREAS, Commission staff, and regional community representatives reviewed the proposals received for the project and scheduled interview with the top two proposals, and

WHEREAS, Commission staff, and regional community representatives will sit in each interview and select an appropriate consultant, and

WHEREAS, Commission will negotiate a final contract price for the scope of work with the selected qualified constant.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to enter into a contract with the selected consultant for the Tri-County Activity-Based Travel Demand Model for a total amount not to exceed \$480,000.

Presented this 3rd day of November 2021

Adopted this 3rd day of November 2021

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric W. Miller
Executive Director
Tri-County Regional Planning Commission

RESOLUTION 22-18

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SELECTED CONSULTANT FOR CONGESTION MANAGEMENT PLAN UPDATE FOR AN AMOUNT NOT TO EXCEED \$30,000

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, received a two-year contract in the amount of \$160,000 in FY2020 IDOT Metropolitan Planning Funds, and

WHEREAS, Commission staff identified updating the regions Congestion Management Plan as an eligible activity within the IDOT Metropolitan Planning Funds, and

WHEREAS, the regions Congestion Management Plan was last updated in 2010 and was identified as needing to be updated in the last FHWA/FTA Certification Review, and

WHEREAS, the Commission issued Request for Qualifications (RFQ) for the project in accordance with our procurement policy, and

WHEREAS, Commission staff, and regional community representatives will review the proposals received for the project and select an appropriate consultant, and

WHEREAS, Commission will negotiate a final contract price for the scope of work with the selected qualified constant.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to enter into a contract with the selected consultant for the Tri-County Congestion Management Plan Update for a total amount not to exceed \$30,000.

Presented this 3rd day of November 2021

Adopted this 3rd day of November 2021

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric W. Miller, Executive Director
Tri-County Regional Planning Commission



MEMORANDUM

TO: Commission

FROM: Technical Committee

SUBJECT: Section 5310 Project Application Information

DATE: November 3, 2021

Section 5310 Background

Section 5310 is an urban funding stream from the Federal Transit Administration (FTA) aimed at increasing mobility options for seniors and individuals with disabilities, and the Tri-County Regional Planning Commission receives an apportionment every year. It is Tri-County's responsibility to either distribute these funds throughout the urbanized area or pass the funds along to the Illinois Department of Transportation (IDOT) Consolidated Vehicle Procurement (CVP) program. TCRPC has chosen to distribute funds through a competitive call for projects.

Tri-County's 5310 Call for Project Applications

Tri-County opened a 45-day call for projects for these 5310 funds. Tri-County received four applications to the Section 5310 call for projects. Summaries of these are as follows:

City of East Peoria Sidewalk Project

East Peoria requests \$25,600 in federal funding (\$6,400 in local funds at 80/20 split) for a capital project. The funds would be used to build a sidewalk to close a mobility gap in the Richland neighborhood, allowing people to walk to the nearest bus stop.

Greater Peoria Mass Transit District Transit Service Expansion to Washington

GPMTD requests \$400,000 in federal funding (\$400,000 in local funds at 50/50 split) for an operating project. The funds would be used to expand CityLift ADA Paratransit services to the City of Washington. A Phase 1 pilot period (\$100,000 federal) would last 4 months, and a Phase 2 option (\$300,000 federal) would extend that period by 1 year.

Greater Peoria Mass Transit District Bike Share Program in Peoria

GPMTD requests \$95,224.80 in federal funding (\$23,806.20 in local funds at 80/20 split) for a mobility management project. The funds would be used to re-launch the City of Peoria's bike share program for two years in collaboration with First Transit and Movatic software.

EP!C Request for Vehicles

EP!C requests two light duty buses with wheelchair lifts and 1 minivan for \$178,000 (35,600 in local funds at 80/20 split) for a capital project. The vehicles would be used to transport individuals served by EP!C.

Unfortunately, vehicles are not an allowable expense for these Section 5310 urban funds, so this project is omitted from the chart below.

This chart shows the requested funds:

	%			
	Federal/Local	Local	Federal	Total
Bike share	80/20	\$ 23,806.20	\$ 95,224.80	\$ 119,031.00
Washington Phase I	50/50	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00
Washington Phase II	50/50	\$ 300,000.00	\$ 300,000.00	\$ 600,000.00
East Peoria	80/20	\$ 6,400.00	\$ 25,600.00	\$ 32,000.00
Totals		\$ 430,206.20	\$ 520,824.80	\$ 951,031.00

Available Funds

	Source	Amount	Total
Peoria's annual FTA 5310 appropriation	FY2020	\$113,830.20	\$228,677.85
	FY2021	\$114,847.65	
COVID relief funds	ARP	\$43,892.00	\$87,784.00
	CRRSAA	\$43,892.00	
Total			\$316,461.85

Regular Section 5310 funds require a local cost match. Note that while ARP and CRRSAA funds do not require a local match, they cannot be used as a match for other federal projects.

ARP = American Rescue Plan Act of 2021

CRRSAA = Coronavirus Response and Relief Supplemental Appropriations Act of 2021

Recommendations from Technical Committee

Tri-County staff read and evaluated each application and established a recommendation based on the accompanying evaluation criteria, available funds, and regional priority. Staff presented this proposal to the Human Service Transportation Plan (HSTP) Urban Subcommittee, made up of seven stakeholders across the urbanized area. This subcommittee is comprised of human service agencies, a Center for Independent Living, a transit provider, and a transit user.

After a group discussion and careful consideration of all factors, staff, the HSTP Urban Subcommittee, and the Technical Committee recommend the following path forward:

- Fund the federal portion of all eligible projects, plus the local portion of the East Peoria project.
- Follow the funding chart below:

	FTA 5310 appropriation		COVID relief funds		Total
	FY2020	FY2021	ARP	CRRSAA	
Washington Phase I	\$ 88,108.00			\$ 11,892.00	\$ 100,000.00
Bike share	\$ 25,722.20	\$ 25,610.60	\$ 43,892.00		\$ 95,224.80
East Peoria				\$ 32,000.00	\$ 32,000.00
Total	\$ 113,830.20	\$ 25,610.60	\$ 43,892.00	\$ 43,892.00	\$ 227,224.80
Remaining	\$ -	\$89,237.05	\$ -	\$ -	\$ 89,237.05

- Roll the remaining \$89,237.05 into the next Section 5310 urban call for projects, likely in Spring 2022. *

**This date will depend on when the Federal Transit Administration releases the FY2022 funding apportionment for the Peoria Urbanized Area.*

Tri-County staff, the HSTP Urban Subcommittee, and the Technical Committee recommend that the Commission put forth these recommendations.



Call for Projects FY 2022 Special Transportation Projects

INTRODUCTION

\$80,000 of FY22 PL/FTA funds is being programmed for local jurisdictions to undertake special transportation planning projects in FY21. Jurisdictions may apply for all or part of the \$80,000 but may not request any amount beyond \$80,000. Projects may be phased, but there is no guarantee that additional funding will be made available in future years.

No match is required, although projects which have local, confirmed match will be given higher consideration.

Because of the stipulations of the Federal PL/FTA funding source, projects must be completed by **December 31, 2022**.

ELIGIBLE PROJECTS

Funds must be used for transportation planning projects that meet the requirements of the *FAST Act*, in particular 23 USC 134. (These are the same requirements that PPUATS staff uses under its responsibilities as an MPO.)

Examples of eligible projects include:

- Traffic operation – planning studies
- Corridor plans and feasibility studies,
- Bicycle/pedestrian plans,
- Transit planning, including para-transit,
- Air quality planning,
- Travel demand modeling or GIS,
- Data collection and analysis,
- Safety and security planning,
- Storm water planning as it applies to transportation,
- Congestion management planning,
- Multimodal planning,
- Passenger rail planning,
- Freight planning, including air
- Asset management,
- Transportation system management (environmental mitigation)

This is not a complete list of eligible projects. To determine if your project is eligible, please discuss with staff. Engineering and construction are NOT eligible.

USE OF FUNDS

Staff expects that consultant(s) will be used for the approved projects. TCRPC will hire the consultant using TCRPC procurement procedures in order to ensure that all federal regulations are followed. Funds may be used for travel expenses by the consultant; however, funds may not be used to purchase capital items (e.g., computers).

PROJECT REQUIREMENTS

- Project must be completed by December 31, 2022
- Project must meet one or more goals of the *FAST Act* and/or *Long-Range Transportation Plan 2020-2045*
- Applicants are encouraged, but not required, to:
 - Include two or more jurisdictions
 - Provide local match

SPECIAL PROJECTS SCHEDULE

Date	Action
October 20, 2021	Staff releases Call for Projects and establishes review subcommittee
November 8, 2021	Project proposals due to staff by 4:30pm
Week of November 8, 2021	Subcommittee reviews proposals and makes recommendation to Technical Committee
November 17, 2021	Technical Committee makes recommendation for selected project(s) to Policy Committee
December 1, 2021	Policy Committee approves project(s)

APPLICATION PROCEDURE

Applications must include:

- Sponsoring agency, including address
- Contact person, including phone number and email address
- Project information (3 pages maximum)
 - Project title;
 - Project description with enough detail to determine if the project complies with the requirements of the *FAST Act*, in particular 23 USC 134;
 - Narrative explaining how the project will address one or more goals of the *FAST Act* or *Long-Range Transportation Plan 2020-2045*;
 - Scope of work and budget;
 - Statement that the jurisdiction/agency can undertake a smaller project or that the project can be phased if less funding than applied for is received (if applicable); and
 - Statement that the jurisdiction/agency commits to completing the project by December 31, 2021.
- There is not a prescribed application form. Submit application as a .pdf document via email to mbruner@tricountyrpc.org.

APPLICATION DEADLINE

Applications are due by 4:30 pm on **Monday, November 8, 2021.**

EVALUATION OF PROJECTS

Projects will be evaluated based on the following criteria. **Please note that the scoring criteria are intended as a guide for decision-makers: meant to inform their decisions, but not determine them.**

Criterion	Maximum Points
Consistency with Goals of FAST Act and LRTP	40
Regional Significance	40
Local Match	10
Partnership with Other Jurisdiction(s)	10
TOTAL POINTS	100

FAST ACT GOALS

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the National Highway Freight Network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.