



## 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., August 2, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., August 2, 2023**

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**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

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### AGENDA

- 1. Call to Order, Welcome, Recognition of Audience, Appointment of new Commissioner: City of Pekin, Mary Burress**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve July 5, 2023 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
  - a. Motion to approve June 2023 Financial Statements and Billings (Resolution 24-09)
- 8. Transportation**
  - a. Motion to approve Transportation Improvement Program Amendments (Resolution 24-10)
    - i. Project S-24-08 Airport Road Bridge replacement
    - ii. Project S-24-12 Safety- Guardrail Replacement
  - b. Motion to approve FY 2024 Special Transportation Studies (Resolution 24-11)
  - c. Motion to approve Human Services Transportation Plan (HSTP) Urban Subcommittee Reappointments (Resolution 24-12)
  - d. Discussion of the Draft 2020 Peoria-Pekin Urban Area- Attachment
- 9. Updates**
  - a. Transportation Alternative Set-Aside
  - b. IDOT
  - c. FHWA
- 10. Other**

Staff presentation - Gavin Hunt
- 11. Adjournment**

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**MINUTES****1. Call to Order, Welcome, Recognition of Audience, Appointment of new Commissioners: Peoria County: Danny Phelan and Camille Coates; City of Chillicothe: Donald White**

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 Urich</b> City of Peoria	x		<b>Autum Jones</b> Woodford Co	x	
<b>Rick Powers</b> City of Peoria		x	<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>Becky Cloyd,</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: Eric Miller, Debbie Ulrich, Michael Bruner, Reema Abi-Akar, Rebecca Eisele, Ray Lees, Debbi LaRue, Gavin Hunt, and Gabriel Guevara. Also present: Brandon Geber-IDOT. Virtual: Betsy Tracy- FHWA, and Mike Huddelson- IDOT

**3. Public Input-none****4. Motion to approve June 7, 2023, Commission minutes.**

Autum Jones moved to approve June 7, 2023, Commission minutes and John Kahl seconded. Motion carried.

**5. Chairman report**

Chairman Greg Menold recognized the staff. With the loss we had of Debbie Stratton and Ryan Harms staff really stepped up to cover their areas. Glad to hear we are fully staffed.

## **6. Executive Director report**

Eric Miller reported on the following:

- We are now fully staffed.
- Introduced Gavin Hunt as our new planner.
- Planning work is ongoing.
- We have 5 communities working on Comp plans.
- New Fiscal year July 1.

## **7. Ways and Means Report**

- a. Motion to approve May 2023 Financial Statements and Billings (Resolution 24-03)

Chuck Nagel moved to approve May 2023 Financial Statements and Billings (Resolution 24-03) and John Kahl seconded.

Rebecca Eisele reported on the following:

- Total Operating Cash at the end of the month was \$862,720. Operating increased by \$72,968 in May, compared to April.
- Accounts Receivable balance at the end of May was \$214,375. Of the A/R balance, \$175,651 was Federal funds, \$20,587 was State funds, and the remaining \$18,137 was local GIS and Planning Services.
- Accounts Payable balance at the end of May was \$32,289. Of that amount, \$26,797 was unpaid pass-through expenses as of the end of May. The remaining \$5,492 in Accounts Payable at the end of the month was for regular monthly bills unpaid on the last day of the month.
- Billing for May was \$133,066 minus direct pass-through expenses of (\$42,319) resulting in Operating Revenue of \$90,746.
- Total Expenses for May were \$173,723 minus direct pass-through expenses of (\$42,319) resulting in Operating Expenses of \$131,404. These expenses included \$50,000 that was paid in support of The Passenger Rail Study.
- May resulted in a deficit of (\$40,657). Fiscal year 2023 so far has a net surplus of \$156,615.

## **8. Administration**

- a. Motion to approve the approval for Salary Ranges of Full-Time and Part-Time employees (Resolution 24-01)

Patrick Urich moved for approval for Salary Ranges of Full-Time and Part-Time employees (Resolution 24-01) and Don White seconded.

Eric Miller reported on the following:

- It is the practice of the Commission to review and adjust the Wage and Salary schedules listed on the Employee Handbook. This practice is done to keep the Wage and Salary Schedule current and competitive. This adjustment is partially based on United States Department of Labor's (USDOL) Consumer Price Index (CPI) and input from other sources. The attached report from the DOL indicates that CPI ending in June 2022 has increased 4.0%. Last year, the schedules were adjusted upward by 4.0%. based on this information, I recommend the Executive Board and Full Commission to adjust the wage and salary schedule by 4.0%
- The charts for full-time salaried staff, part-time hourly staff scheduled to work under 1,000 hours in the fiscal year (with no benefits) is attached,

Motion carried.

- b. Motion to approve the approval for Salary Increases of Full Time and Part-time Employees (Resolution 24-02)

Patrick Urich moved to approve the approval for Salary Increases of Full Time and Part-time Employees (Resolution 24-02) and John Kahl seconded.

- It is a practice of the Commission to give cost of living increases to eligible employees at the beginning of the fiscal year (July 1). The cost-of-living increase is based on many factors but closely tied to the Consumer Price Index (CPI). This year the CPI report, has indicated a 4.0% increase over the previous 12 months.

- During the development of the FY 2024 budget, a 5% increase in the overall salary line item was budgeted by the Commission. This budget number is included in the Unified Work Program (UWP) which was approved by the Commission and accepted by the Illinois Department of Transportation. I request authorization to adjust all eligible staff salaries by 4%. The 4% represents a dollar amount of \$25,781.57. All salary increases will be effective as of July 1, 2023.

Motion carried.

- c. Motion to authorize the Executive Director to enter into an Agreement for IT Administration and Web Hosting with IT Unified for an amount not to exceed \$14,400 (Resolution 24-08)

Russ Crawford moved to authorize the Executive Director to enter into an Agreement for IT Administration and Web Histing with IT Unified for an amount not to exceed \$14,400 (Resolution 24-08) and John Kahl seconded.

Michael Bruner reported on the following:

- Our Yearly Contract for Information Technology (IT) Consultant to administer our network and server needs and host our website.
- The contract includes the Commission's phone service, backup internet, website hosting, and IT support.
- The cost of this contact has been accounted for in the Commission FY23 Budget.

Motion carried.

- d. Motion to approve the purchase of Video Conferencing and Workstation Upgrades for an amount not to exceed \$10,000 (Resolution 24-05)

John Kahl moved to approve the purchase of Video Conferencing and Workstation Upgrades for an amount not to exceed \$10,000 (Resolution 24-05) Don White seconded.

Michael Bruner updated on the following:

- On an annual basis staff evaluates the Commission's computer hardware and software needs.
- Staff has identified a need for two new workstation computers and monitors.
- Additionally, Staff has identified a need to replace its video conferencing to upgrade to a wireless unit that improve sound quality and recording capabilities for Commission meeting.
- The cost for these purchases has been identified and budgeted in existing Commission contracts with IDOT's FY 2024 Intergovernmental agreement and FY24 UPWP.

Motion carried.

- e. Motion to approve four staff members to attend the Illinois State American Planning Association Conference in Naperville, Illinois not to exceed \$5,800 (Resolution 24-06)

Danny Phelan moved to approve four staff members to attend the Illinois State American Planning Association Conference in Naperville, Illinois not to exceed \$5,800 (Resolution 24-06) and Camille Coates seconded.

Michael Bruner reported on the following:

- Typically, every year, planners attend the Illinois State American Planning Association Conference
- This year, it is in downtown Chicago from September 11-13, 2023.
- Cost is not to exceed \$5,800 total- this is for four planners.
  - Includes registration, hotel, and meals.

Motion carried.

## 9. Transportation

- a. Motion to approve Transportation Program Amendments (Resolution 24-04)

- Project W-24-03 Nofsinger Road
- Project W-24-04 Washington Safe Routes to School
- Project C-24-01 Chillicothe Shared Use Path
- Project S-24-13 Safety: Peoria County Pedestrian Push Buttons
- Project S-24-14 Safety Pedestrian Push Buttons

Don White moved to approve Transportation Program Amendments i. thru v. (Resolution 24-04) and John Kahl seconded.

Michael Bruner reported on the following:

- Project W-24-03 Nofsinger Road

- a. Realignment and Construction of existing Nofsinger Road from Sante Fe Road to Cruger Road, including new intersection at US-24 and at Dallas Road at the south end of the project.
  - b. Adding to the FY 2024 Program.
- ii. Project W-24-04 Washington Safe Routes to School
  - a. Sidewalk gap construction of a 5-foot sidewalk on the south side of Grant Street from School Street to the east, and on the north side of North Street from Main St. to West St.
  - b. Adding to the FY 2024 Program.
- iii. Project C-24-01 Chillicothe Shared Use Path
  - a. Construction of off-road multi-use path from the library along Bradley and Cloverdale to Calvary Baptist.
  - b. Adding to the FY 2024 Program.
- iv. Project S-24-13 Safety: Peoria County Pedestrian Push Buttons
  - a. Replacement of pedestrian crosswalk pushbuttons with Accessible Pedestrian Signals (APS) pushbuttons in various locations throughout Peoria County.
    - i. APS pushbuttons communicate Walk and DON'T WALK in intervals at signalized intersection in non-visual formats.
    - ii. Adding to the FY 2024 Program.
- v. Project S-24-14
  - a. Replacement of pedestrian crosswalk pushbuttons with Accessible Pedestrian Signals (APS) pushbuttons in various locations throughout IDOT District 4
    - i. APS pushbuttons communicate Walk and DON'T WALK intervals at signalized intersection in non-visual formats.
  - b. Adding to FY 2024 Program

Motion carried.

- b. Motion to support and authorize the filling of an application with the U.S. Department of Transportation for the PROTECT Discretionary Grant to develop a Regional Resiliency Plan for the Tri-County region (Resolution 24-07)
- Russ Crawford moved to support and authorize the filling of an application with the U.S. Department of Transportation for the PROTECT Discretionary grant to develop a Regional Resiliency Plan for the Tri-County region (Resolution 24-07) and John Kahl seconded.
- Reema Abi-Akar reported on the following:
- i. PROTECT stands for Promoting Resilient Operations for Transformative, Efficient, and Cost saving Transportation.
  - ii. It aims to
    - a. Reduce damage and disruption to the transportation system,
    - b. Improve the safety of the traveling public.
    - c. Improve equity by addressing the needs of disadvantaged communities that are often the most vulnerable to hazards.
  - iii. The PROTECT programs offers 100% funding for Planning Grant projects that address the climate crisis by improving the resilience of the surface transportation system, including:
    - a. Highways
    - b. Public transportation
    - c. Ports
    - d. Intercity passenger rail
  - iv. Up to \$45 million is available nationwide for PROTECT Planning Grants
  - v. A minimum grant award of \$100,000 and no maximum award size
  - vi. Applications are due August 18, 2023
  - vii. Staff Proposed Project
    - a. TCRPC proposes the creation of a Regional Resiliency Plan (RRP) spanning the Tri-County area.
    - b. This project would be consultant-led.
    - c. Estimated cost is \$500,000.
    - d. The proposed project will include:
      - i. An assessment of vulnerabilities in the tri-county transportation network.

1. Including environmental risks:
  - a. Stormwater, as it relates to
  - b. Erosion, and
  - c. Flooding
2. Distribution of green space and recreation access
3. Heat island impacts (through a tree canopy analysis)
- ii. An assessment of multimodal transportation access throughout the region, and
- iii. All assessments will be assessed through an economic resiliency and social justice lens.
- e. The plan would produce a
  - i. Grant ready, coordinated but distinct projects and objectives designed to facilitate:
    1. Environmental, economic, and social resilience, and to competitively position the region for federal infrastructure funding.
- f. Next steps- Letter of Support

Motion carried.

## 10. Updates

- a. Regional Active Transportation Plan – Walk, Bike, Ride Greater Peoria  
Gabriel Guevara updated we are working on a creative action plan to expand transit for visible ways to get to work:
  1. Creating a Community Plan- July 13
  2. Looking for bicycle and pedestrian needs
- b. Transportation Alternative (TA) Set-Aside  
Michael Bruner updated on the following:
  - i. As an MPO with an urbanized population over 200,000, TCRPC receives an annual allotment of TA funds as a set-aside of the STBG program.
  - ii. TCRPC is opening up a 2<sup>nd</sup> call for projects for the Transportation Alternative (TA) Set-Aside
  - iii. TCRPC previously released a call for projects on Wednesday, February 15, 2023.
    1. Project applications were due to staff by Friday, March 31, 2023, by 4:00 PM
    2. Approximately \$1,458,565 was available for the Call for Projects
    3. Two projects were awarded, resulting in \$783,159 being programmed.
  - iv. TCRPC is releasing a 2<sup>nd</sup> Call for Projects today, June 21, 2023, with an available funding of \$675,406.
    1. Project applications are due to staff by 3:30 pm on Monday, July 31<sup>st</sup>.
  - v. Eligible projects:
    1. A project must demonstrate a relationship to surface transportation and pedestrian and/or bike facilities.
    2. Infrastructure projects to enhance non-driver access to public transportation.
    3. Community improvement activities
    4. Environmental mitigation related to stormwater.
  - vi. Non-eligible projects
    1. Routine maintenance activities are not eligible\Solely recreational projects are not eligible.
  - vii. Local match requirements
    1. Preliminary engineering and construction are 80/20
    2. Right-of-way and easement acquisition are 50/50
    3. Street lighting is 50/50- but if its in a designated historic area, it may qualify at 80/20
  - viii. Timeline
    1. Applications due July 31<sup>st</sup> by 3:30 pm
    2. August 16<sup>th</sup>- applicants will present their projects at Technical, and TA subcommittee is formed.
    3. September 20<sup>th</sup>- Technical committee will convene to consider the subcommittee's recommendation.
    4. October 4<sup>th</sup>- Commission programs TA funding
- c. FY 2024 Special Transportation Studies  
Michael Bruner updated on the following:

- i. Tri-County released the Call for Projects for Special Studies on May 17<sup>th</sup>, with an application due date of Friday, June 16<sup>th</sup> at 3:30 pm
- ii. The Commission has programmed approximately \$150,000 for FY 2024 Special Transportation Studies.
- iii. Staff received a total of six applications for a total funding request of \$270,000.

Chillicothe	The cost Benefit Analysis for IL-29 Viaduct	\$30,000.00
CityLink	Pekin Area Transit Study	\$40,000.00
East Peoria	East Peoria Stormwater Inventory and Analysis	\$70,000.00
Germantown Hills	Feasibility Study for Germantown Hills to McCluggage Bridge Trail	\$50,000.00
Peoria Heights	Peoria Heights Active Transportation Plan	\$50,000.00
West Peoria	Corridors Study of Waverly Ave. and Aryers Ave.	\$30,000.00

- iv. Special Studies Review Committee scheduled for Tuesday, July 11 at 1100 am.
  1. Terry Koegel- Creve Coeur
  2. Jeff Gilles- Peoria County
  3. Paola Mendez- City of Peoria
  4. Jon Oliphant- City of Washington
  5. Brandon Geber- IDOT

d. IDOT

Brandon Geber updated on the following:

- FHWA recently released NOFOs for the National Infrastructure Project Assistance (MEGA), Rebuilding America (INFRA), and Rural Surface Transportation (RURAL) grant programs. The programs are larger infrastructure projects.
- Eric Miller added that the City of Peoria is looking to get 25 recharging stations at a cost of \$10M. Please get back with Eric if supportive.
- Russ Crawford asked if the rural grants are eligible to stand together or stand alone.
- Brandon Geber said he will check into it.

e. FHWA

Betsy Tracy had nothing to add.

## 11. Other

a. Acronym List

Michael Bruner went over the following:

- i. Tri-County Regional Planning Commission (TCRPC) serves as the regions.  
**Metropolitan Planning Organization (MPO)**
- ii. A MPO is the policy board of an organization created and designated to carry out a **continuing, comprehensive, and cooperative (3C)** multimodal metropolitan transportation planning process in all **Urbanized areas (UA/UZA)** with populations over 50,000, as determined by the US Census Bureau,
  1. The 3C provides a basis for decision-making and ensures that transportation interests are balanced when public funds are spent.
    - (1) It is designed to engage the public and stat=keyholders in establishing shared goals and a vision for the community.
- iii. The **Metropolitan Planning Area (MPA)** is the MPO planning area and encompasses the UA/UZA and the contiguous geographical area likely to become urbanized within the next 20-years.

- iv. A UA/UZA with a population over 200,000 as defined by the Census Bureau and designated the Secretary of the **US Department of Transportation (USDOT)**, is called a **Transportation Management Area (TMA)**.
1. A MPO designated as a TMA is subject to special planning and programming requirements.
    - (1) Transportation plans shall be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the **Illinois Department of Transportation (IDOT)** and public transportation operators. At IDOT, MPOs primarily coordinates with **Office of Planning and Programming (OPP) and Bureau of Local Roads and Streets (BLRS)**.
  2. The transportation process must include **Congestion Management Progress (CMP)**. A CMP is a plan that maps the region's transportation network and identifies the areas with high traffic to be able to manage them effectively in the future.
  3. The **Federal Highway Administration (FHWA)** and **Federal Transit Administration (FTA)** must certify the transportation planning process less often than once every 4 years.
- v. As an MPO, The Commission coordinates and completes many transportation plans, projects, and studies, some required by federal law:
1. **Unified Planning Work Program (UPWP)** is one of the cores MPO planning documents that outlines the day-to-day activities of the MPO and sets the budget for all transportation planning activities for the specified Fiscal Year. The UPWP is updated every year.
  2. **Public Participation Plan (PPP)** is a required document that sets forth the policy by which the MPO involves stakeholders and the general public in the transportation planning process. The PPP is updated as needed or every three years along with the Title VI Plan.
  3. **Long-Range Transportation Plan (LRTP)** is one of the cores MPO planning documents that serves as a guide for the future development and maintenance of the Peoria-Pekin urbanized Area transportation system for the next 25 years. The LRTP is updated every five years.
  4. **Transportation Improvement Plan (TIP)** is required short-range plan that identifies all federally funded transportation-related projects programmed for state and local jurisdictions within the MPA to be carried out during a four-year program horizon. The TIP is updated annually.
  5. **Previously Obligated Projects (POP)** is required annual listing of federally authorized transportation projects. The POP is updated annually after the end of the program year.
  6. **Human Services Transportation Plan (HSTP)** is federally required plan that identifies needs and gaps in transportation services for seniors and individuals with disabilities and recommends strategies to address. The HSTP document is updated every five years.
  7. All programs which receive funding from the FHWA and FTA are required to follow the USDOT Title VI regulation of 49 CFR Part 21. As a recipient of USDOT financial assistance, The Commission is required to prepare a **Title VI Program** to ensure that the level and quality of the transportation planning process and associated planning documents is provided in a nondiscriminatory manner.
    - (1) The Title VI Plan includes **Environmental Justice (EJ)** considerations, which consider impacts to low-income, minority, and other disadvantaged populations within transportation planning and decision-making.
    - (2) The Title VI Plan also includes a **Limited English Proficiency (LEP)** section addressing language assistance needs to ensure meaningful access to transportation planning by persons with limited English proficiency.



b. Newsletter Discussion

Ray Lees updated on the following:

- Studies and plans. Is creating a Regional Plan document.
- Newsletter expansion- Seek out subject matter. Get people active and included in subjects of area.

Eric Miller- CO2 pipeline is this something the Commission wants input on.

- Russ Crawford mentioned this will play a role in our area.

**12. Adjournment**

Autum Jones moved to adjourn at 10:18 am and John Kahl seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded by:

Britney West, GIS Specialist

Transcribed by:

Debbie, Ulrich, Office Administrator

**To: Members of the Commission**  
**From Eric W. Miller, Executive Director**  
**Date: July 25, 2023**  
**Subject: Executive Director Report for July 2023**

Project	Activity	Status
Administrative		
Headlines		Ongoing
	Attended Event in Peoria Heights with US Rep Eric Sorenson	Ongoing
	Met with Mark Slover regarding second EV charging stations application led by TCRPC	Ongoing
	Working on Regional Priority Process	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Met with Brownfield EPA grant planning team	Ongoing
	Attended IDOT MPO meeting regarding Carbon Reduction Program	Ongoing
	Attended Meeting of Mayors and County board members hosted by Sen. Tom Bennett	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	Ongoing
	Developing transportation dashboard	Ongoing
	met with City of Pekin regarding Planning Projects	Ongoing
	Met with Limestone Twp and Bartonville officials regarding Active Transportation	Ongoing
	Met with Tazewell County Zoning officials regarding land use planning and Solar farms	Ongoing
	Attended ILARC Quarterly Meeting	Ongoing
Personnel	Semi-annual staff reviews ongoing	Ongoing
	IMRF Cost Study underway	Ongoing
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 coordination with USACE for funding opportunities related to IL river/Peoria lakes	Ongoing
HUD Healthy Homes	Work Ongoing	Ongoing
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding scope of work	Ongoing
Village of Creve Coeur	Continued discussion with Village board regarding scope of work	Ongoing
Village of Bartonville	Work underway	Ongoing
City of Chillicothe	Continued discussion with Village board regarding scope of work	Ongoing
Village of Brimfield	Continued discussion with Village board regarding scope of work	Ongoing
City of East Peoria	Consultant Selection underway	
Watershed Planning	Received NOSA Contract Development with IEPA regarding Kickapoo Creek Watershed	Ongoing
Hazard Mitigation Plan	Work has Commenced Meeting with Stakeholders	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	Ongoing
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	Ongoing
Bartonville	Sidewalk Inventory	Complete
Logan County GIS technical assistance	Technical Assistance as needed	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
Germantown Hills Map development		
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	Ongoing
Transportation Improvement Program	Development of FY 24 Transportation Improvement Program	Complete
	Creation of web based TIP document application	Ongoing
	Processed FY 23 TIP Amendments	Ongoing
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	on hold
Highway Safety Improvement Program Guardrails	Engineering phase underway	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	Ongoing
Special Transportation Studies		
FY23		
Chillicothe Active Transportation Plan	Project is underway, coordinating with consultant	Ongoing
City of Peoria Intersection Study	Project is underway, coordinating with consultant	Ongoing

City of Pekin Bike/Ped plan	Project is underway, coordinating with consultant	Ongoing
MPO TDM work	Work Completed	Complete
FY 21 State Planning and Research Funding		
Asset Management software	Project is underway, coordinating with consultant	Ongoing
Activity Based Travel Demand Model	Project is underway, coordinating with consultant	Ongoing
Congestion Management Plan	Work is complete	Complete
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning	Signed Contract / Attended project Kickoff meeting	Ongoing
Regional Community Planning	Consultant selection / project mobilization underway	Ongoing
HSTP/Transportation		
5310 program Grant	Programmed 5310 Funds	Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing

# June 2023 Financial Summary Full Commission

	June-23	May-23	FY23 YTD
<b>Net Income / (Loss)</b>	<b>12,623</b>	<b>(44,054)</b>	<b>165,605</b>

Page 1

## Monthly Financial Summary

Pages 2&3

<b>Balance Sheet</b>	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Operating Cash	877,272	862,720	14,552
Joint Funding Account	313,443	317,167	(3,724)
All Unrestricted and Restricted Cash	1,219,353	1,209,416	9,937

<b>Accounts Receivable</b>	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Receivable	252,986	225,000	27,987
Total Federal Receivables	212,454	186,276	26,178
Total State Receivables	24,014	20,587	3,428
Total Local Receivables	16,518	18,137	(1,619)

<b>Accounts Payable</b>	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Payable at EOM	69,980	49,422	20,559
A/P to be billed - Pass-throughs	68,032	43,822	24,210
A/P indirect costs	1,948	5,599	(3,651)

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## Reference Statement of Cash Flows for Detail on Changes in Cash

Page 5

<b>Income Statement</b>	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Current Billing	256,505	145,253	111,251
Billing of Pass-Through Expenses	(164,609)	(52,944)	(111,665)
Operating Revenue	91,895	92,309	(414)

	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Current Expenses	243,882	189,307	54,575
Pass-Through Expenses billed	(164,609)	(52,944)	(111,665)
Operating Expenses	79,273	136,363	(57,090)

	<b>June-23</b>	<b>May-23</b>	<b>Increase / (Decrease)</b>
Regular Working Days	22.00	22.00	-
Paid Holidays	-	1.00	(1.00)
PTO Used (Hours)	99.00	126.50	(27.50)

	<b>June-23</b>	<b>May-23</b>	<b>FY23</b>
Operating Revenue	91,895	92,309	1,851,120
Less Operating Expenses	(79,273)	(136,363)	(1,685,515)
<b>Net Income / (Loss)</b>	<b>12,623</b>	<b>(44,054)</b>	<b>165,605</b>

**Tri-County Regional Planning Commission**  
**Balance Sheet**  
As of June 30, 2023

	Current Month	Previous Month	Previous Year
	Jun 30, 23	May 31, 23	Jun 30, 22
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	877,272	862,720	836,926
Total 10000 · Cash - Unrestricted	877,272	862,720	836,926
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	313,443	317,167	206,571
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	7,870	8,761	4,227
Total 11000 · Cash - Restricted	342,081	346,696	231,567
Total Checking/Savings	1,219,353	1,209,416	1,068,493
Accounts Receivable			
13000 · Accounts and Grants Receivable	252,986	225,000	191,755
Total Accounts Receivable	252,986	225,000	191,755
Other Current Assets			
15000 · Prepaid Expenses	32,375	19,819	39,113
Total Other Current Assets	32,375	19,819	39,113
Total Current Assets	1,504,715	1,454,234	1,299,361
Fixed Assets			
17100 · Computer Equipment	86,403	86,403	86,403
17101 · Accum. Deprec. - Computers	(58,856)	(57,376)	(41,088)
Total Fixed Assets	27,547	29,028	45,315
Other Assets			
19000 · Right of Use - Office Space	36,303	39,096	69,814
19001 · Right of Use - Copier	14,475	14,866	19,169
19002 · Right of Use - SBIT Agreements	22,876	26,802	-
Total Other Assets	73,654	80,764	88,983
<b>TOTAL ASSETS</b>	<b>1,605,916</b>	<b>1,564,026</b>	<b>1,433,659</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	69,980	49,422	67,390
20011 · MCB Credit Card	-	-	16
Other Current Liabilities			
21000 · Accrued Expenses	1,603	2,631	1,522
21100 · Accounts Payable - Employees	498	1,631	99
22000 · Employer Liabilities			

**Tri-County Regional Planning Commission**  
**Balance Sheet**  
As of June 30, 2023

	Current Month	Previous Month	Previous Year
	Jun 30, 23	May 31, 23	Jun 30, 22
22100 · Accrued Wages Payable	26,732	26,970	23,327
22200 · Accrued Vacation/Personal Time	65,635	61,595	62,737
22300 · Unvested Retirement	8,088	8,979	4,416
22500 · Payroll Taxes and Withholdings	3,438	3,440	2,978
<b>Total 22000 · Employer Liabilities</b>	<b>103,892</b>	<b>100,984</b>	<b>93,458</b>
22800 · Local Matches			
22801 · Local Match - City of Peoria	5,000	5,000	-
22802 · Local Match - GPSD	9,500	9,500	-
22803 · Local Match - PDC Services, Inc	5,000	5,000	-
22804 · Local Match - Wildlife Prairie	500	500	-
<b>Total 22800 · Local Matches</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
23000 · Unearned Revenue			
23100 · PPUATS	-	-	7,482
23101 · Deferred Revenue - IDOT	23,301	8,119	27,520
23200 · IL MPO	19,238	19,238	19,238
23500 · Village of Washburn	488	488	488
<b>Total 23000 · Unearned Revenue</b>	<b>43,027</b>	<b>27,845</b>	<b>54,728</b>
28000 · Current Lease Liab. - Office Sp	-	2,832	-
28001 · Current Lease Liab. - Copier	-	386	-
28002 · Current Lease Liab. - SBITAs	-	4,001	-
<b>Total Other Current Liabilities</b>	<b>169,020</b>	<b>160,311</b>	<b>149,808</b>
<b>Total Current Liabilities</b>	<b>239,000</b>	<b>209,733</b>	<b>217,213</b>
Long Term Liabilities			
29000 · Lease Liability - Office Space	37,578	37,578	71,026
29001 · Lease Liability - Copier	14,751	14,751	19,343
29002 · Lease Liability - SBITAs	22,904	22,904	-
<b>Total Long Term Liabilities</b>	<b>75,233</b>	<b>75,233</b>	<b>90,368</b>
<b>Total Liabilities</b>	<b>314,233</b>	<b>284,966</b>	<b>307,582</b>
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	919,628	919,628	678,902
<b>Net Income</b>	<b>165,605</b>	<b>152,982</b>	<b>240,726</b>
<b>Total Equity</b>	<b>1,291,682</b>	<b>1,279,060</b>	<b>1,126,078</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,605,916</b>	<b>1,564,026</b>	<b>1,433,659</b>

# Tri-County Regional Planning Commission

## Statement of Cash Flows

June 2023

	Jun 23	Jul '22 - Jun 23
<b>OPERATING ACTIVITIES</b>		
Net Income	12,623	165,605
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(27,987)	(61,231)
15000 · Prepaid Expenses	(12,557)	6,738
20000 · Accounts Payable	20,559	2,591
20011 · MCB Credit Card	-	(16)
21000 · Accrued Expenses	(1,028)	80
21100 · Accounts Payable - Employees	(1,133)	399
22100 · Accrued Wages Payable	(239)	3,405
22200 · Accrued Vacation/Personal Time	4,040	2,898
22300 · Unvested Retirement	(892)	3,672
22503 · FICA & Medicare	(18)	270
22504 · IL Unemployment Taxes	30	62
22505 · 457 (b) Contributions	-	127
22520 · United Way	(13)	-
22801 · Local Match - City of Peoria	-	5,000
22802 · Local Match - GPSD	-	9,500
22803 · Local Match - PDC Services, Inc	-	5,000
22804 · Local Match - Wildlife Prairie	-	500
23100 · PPUATS	-	(7,482)
23101 · Deferred Revenue - IDOT	15,182	(4,219)
28000 · Current Lease Liab. - Office Sp	(2,832)	-
28001 · Current Lease Liab. - Copier	(386)	-
28002 · Current Lease Liab. - SBITAs	(4,001)	-
Net cash provided by Operating Activities	1,347	132,899
<b>INVESTING ACTIVITIES</b>		
17101 · Accum. Deprec. - Computers	1,481	17,769
19000 · Right of Use - Office Space	2,793	33,510
19001 · Right of Use - Copier	391	4,695
19002 · Right of Use - SBIT Agreements	3,926	(22,876)
Net cash provided by Investing Activities	8,591	33,097
<b>FINANCING ACTIVITIES</b>		
29000 · Lease Liability - Office Space	-	(33,447)
29001 · Lease Liability - Copier	-	(4,592)
29002 · Lease Liability - SBITAs	-	22,904
Net cash provided by Financing Activities	-	(15,136)
Net cash increase for period	9,937	150,861
Cash at beginning of period	1,209,416	1,068,493
Cash at end of period	<b>1,219,353</b>	<b>1,219,353</b>

# Tri-County Regional Planning Commission

## Profit & Loss

June 2023

	Current Month	Previous Month	FY23 - Current YTD	FY22 - Previous YTD
	Jun 23	May 23	Jul '22 - Jun 23	Jul '21 - Jun 22
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	229,686	111,739	1,327,563	868,992
42000 · State Grants and Awards	21,230	21,552	263,443	304,576
43000 · Local Matching Contributions	(1,915)	1,175	166,626	171,006
44010 · GIS Support	2,337	6,050	34,032	24,986
44020 · Planning & Zoning Support	1,337	908	13,541	16,727
45000 · Member Dues	3,750	3,750	45,000	50,102
46000 · Interest Income	79	80	916	176
<b>Total Income</b>	<b>256,505</b>	<b>145,253</b>	<b>1,851,120</b>	<b>1,436,566</b>
Gross Profit	256,505	145,253	1,851,120	1,436,566
<b>Expense by Account &amp; Category</b>				
Total 60500 · Amortization Expense	7,316	7,102	85,919	37,814
Total 61000 · Computer Expenses	2,015	8,792	17,097	59,627
Total 61500 · Outside Services	157,006	101,774	682,458	288,202
Total 62000 · Depreciation	1,481	1,481	17,769	8,147
Total 63000 · Employee Benefits	14,328	14,861	164,845	160,230
Total 63400 · Interest Expense	240	246	4,127	3,498
Total 63500 · Office Administration	2,028	1,684	17,667	16,646
Total 64000 · Miscellaneous	129	320	6,816	6,298
Total 65000 · Professional Fees	221	-	34,364	40,875
Total 65500 · Facility Costs	865	865	14,186	12,679
Total 66000 · Salaries and Wages	57,806	51,765	617,520	539,571
Total 67000 · Travel and Training	446	418	22,748	22,255
<b>Total Expense</b>	<b>243,882</b>	<b>189,307</b>	<b>1,685,515</b>	<b>1,195,840</b>
<b>Net Income</b>	<b>12,623</b>	<b>(44,054)</b>	<b>165,605</b>	<b>240,726</b>



**Tri-County Regional Planning Commission**  
**Check Register - Operating Account**  
**June 2023**

Date	Num	Name	Memo	Amount
06/01/2023	1364	Blue Cross Blue Shield of Illinois	Health Insurance - 06/2023	7,882.58
06/01/2023	1365	City of Peoria	Rent - 06/2023, Utilities Q1 2023	4,440.82
06/01/2023	1366	Xerox Financial Services	Copier Lease	437.10
06/05/2023	ACH	Nationwide	Retirement 05/16/23 - 05/31/23	2,755.34
06/05/2023	ACH	Department of the Treasury	Payroll Taxes 05/16/23 - 05/31/23	6,612.34
06/05/2023	ACH	Illinois Department of Revenue	Payroll Taxes 05/16/23 - 05/31/23	1,250.03
06/05/2023	ACH	CEFCU	Payroll Liability 05/16/23 - 05/31/23	50.00
06/05/2023	ACH	Staff - Payroll	Payroll 05/16/23 - 05/31/23	21,110.13
06/05/2023	ACH	Unvested Retirement Account	Retirement 05/16/23 - 05/31/23	279.17
06/12/2023	ACH	Comcast	Internet	136.90
06/12/2023	ACH	Delta Dental	Dental Insurance	272.42
06/12/2023	ACH	Facet Technologies	GIS Web Hosting - 05/2023	385.00
06/12/2023	ACH	Guardian	Life, Disability, and Vision Insurance	473.24
06/12/2023	ACH	Hanson	TDM Project - FY23 UPWP	7,741.00
06/12/2023	ACH	Heartland Parking	Monthly Parking	852.00
06/12/2023	ACH	Heartland Parking	Parking Validations - 05/2023	70.00
06/12/2023	ACH	IT Unified	MS Office 365	1,296.00
06/12/2023	ACH	IT Unified	Monthly IT Service	1,200.00
06/12/2023	ACH	Lochmueller Group	Activity Based TDM Consultant	12,282.50
06/12/2023	ACH	Martin Hood	Pre-Work for FY23 Audit	650.00
06/12/2023	ACH	Quill Corporation	Office Supplies	95.85
06/12/2023	ACH	Quill Corporation	Office Supplies	31.98
06/12/2023	ACH	Quill Corporation	Office Supplies	13.99
06/12/2023	ACH	Quill Corporation	Office Supplies	73.99
06/12/2023	ACH	Quill Corporation	Office Supplies	86.36
06/12/2023	ACH	Quill Corporation	Office Supplies	30.98
06/12/2023	ACH	Lochmueller Group	Pekin Bike / Ped Master Plan Consultant	6,493.88
06/20/2023	ACH	Nationwide	Retirement 06/01/23 - 06/15/23	4,205.21
06/20/2023	ACH	Department of the Treasury	Payroll Taxes 06/01/23 - 06/15/23	6,197.64
06/20/2023	ACH	Illinois Department of Revenue	Payroll Taxes 06/01/23 - 06/15/23	1,099.45
06/20/2023	ACH	CEFCU	Payroll Liability 06/01/23 - 06/15/23	50.00
06/20/2023	ACH	Staff - Payroll	Payroll 06/01/23 - 06/15/23	17,951.70
06/21/2023	1367	Morton Community Bank	Abi-Akar - Payment for 05/2023 CC Charges	24.46
06/21/2023	1368	Morton Community Bank	Ulrich - Payment for 05/2023 CC Charges	520.42
06/21/2023	1369	Morton Community Bank	Bruner - Payment for 05/2023 CC Charges	162.93
06/21/2023	1370	Heart of IL United Way	Payroll Liability	19.50
06/21/2023	1371	Woodford County	Reimbursement - Graymont Cooperative	100.00
06/21/2023	1372	Decision Optimization Technology	DOT Software Annual Maint - IDOT Asset Mgmt	18,750.00
06/21/2023	1373	IL State Alliance of YMCA's	Video for Community Event - IDOT FY23 UPWP	1,200.00
06/29/2023	1374	City of Peoria	5310 Funds - Prospect and Arcadia	96,000.00
06/29/2023	1375	Equitable Cities	Expense Reimb - Community Event - IDOT FY23 UPWP	1,500.00
06/30/2023	ACH	Hinckley Springs	Drinking Water	121.90
06/30/2023	ACH	IT Unified	Lenovo Computer Equipment	1,831.64
06/30/2023	ACH	Quill Corporation	Office Supplies	58.99
06/30/2023	ACH	The Cleaning Source	Office Cleaning - 05/2023	194.00
06/30/2023	ACH	Thouvenot, Wade, & Moerchen, Inc.	Chillicothe Master Plan - IDOT FY23 UPWP	6,262.00
06/30/2023	ACH	Verizon Wireless	Phones 04/22/23 - 05/21/23	355.89
06/30/2023	ACH	Verizon Wireless	Phones 05/22/23 - 06/21/23	307.91
06/30/2023	ACH	WEX Bank	Gas for Commission vehicle	32.88
06/30/2023	ACH	WEX Bank	Gas for Commission vehicle	31.60
06/30/2023	ACH	WEX Bank	Gas for Commission vehicle	43.12
06/30/2023	ACH	Morton Community Bank	Service Charge	16.47
<b>Register</b>			<b>Total Checks</b>	<b>234,041.31</b>

**Tri-County Regional Planning Commission**  
**Credit Card Register**  
**June 2023**

Date	Employee Card	Vendor	Memo	Amount
06/05/2023	Ulrich	Adobe	Adobe User Subscription - Miller	21.24
06/06/2023	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
06/07/2023	Ulrich	USPS	Postage	3.48
06/07/2023	Ulrich	Qbox	QuickBooks File Management	15.00
06/08/2023	Bruner	i3 Broadband	Internet Installation	217.43
06/14/2023	Ulrich	Farmington Road Towing	Towing for Commission Vehicle	125.00
06/15/2023	Ulrich	Adobe	Adobe Main Account Subscription	54.99
06/16/2023	Ulrich	Uftring	Repairs for Commission Vehicle	223.50
06/19/2023	Miller	Peoria Area Chamber of Commerce	State of the City Tickets	65.00
06/23/2023	Ulrich	GateHouse Media	Legal Notice	14.00
06/25/2023	Ulrich	Amazon Business	Office Supplies	68.82
06/26/2023	Ulrich	Intuit	Payroll Charge	59.95
06/30/2023	Ulrich	Adobe	Adobe User Subscription - Accounting	21.24
06/30/2023	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>905.58</b>

Date	Employee Card	Vendor	Memo	Amount
<b>Register</b>			<b>Total Refunds and Credits</b>	<b>-</b>

## **RESOLUTION 24-09**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR JUNE 2023**

**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 June 2023 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 June 2023 are approved.

Presented this 2<sup>nd</sup> day of August 2023

Adopted this 2nd day of August 2023

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Chuck Nagel, Vice- Chairman  
Tri-County Regional Planning  
Commission

#### **ATTEST:**

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

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

Adopted July 6, 2022, as amended

**TIP AMENDMENT REQUEST FORM**

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
7/19/2023	From 2023	To 2026	IDOT

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
Airport Road Bridge Replacement	S-24-08	68886	4-00181-0600		Airport Road over I-474	Bridge Replacement	NHPP-NHS Penalty	90%	\$ 9,900,000
							State	10%	\$ 1,100,000
							Local		
							Total		\$ 11,000,000
Reason for Amendment: Increasing project cost by \$2.5 million									

Safety: Guardrail Replacements	S-24-12	68H74	4-02124-0002	(8;1)GR	IL 98 Tazewell Co: McNaugon Park Dr to Springfield Rd; IL 18 Putnam Co: IL 89 to Meridian Rd	Replace guardrail	HSIP-State	90%	\$ 900,000
							State	10%	\$ 100,000
							Local		
							Total		\$ 1,000,000
Reason for Amendment: Increasing project cost by \$700,000									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
							Total		\$ -
Reason for Amendment:									

							State		
							Local		
Total								\$	-
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

## **RESOLUTION 24-10**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE AMENDMENT TO THE FISCAL YEAR 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area; and

**WHEREAS**, Titles 23 and 49 of the United States Code require MPOs to develop a Transportation Improvement Program (TIP), and Title 23 Code of Federal Regulations, Section 450.326, records the required content; and

**WHEREAS**, the Commission has developed the Fiscal Year 2023–2026 (FY23-26) TIP through the continuing, cooperative, and comprehensive (3C) transportation planning process and through a participatory process as prescribed in the Commission’s Public Participation Plan (PPP); and

**WHEREAS**, the FY23–26 TIP lists all federally-funded transportation projects in the Peoria-Pekin Urbanized Area programmed within the four-year plan horizon and warrants the metropolitan transportation planning process follow all applicable state and federal requirements; and

**WHEREAS**, the Technical Committee recommended approval of the FY23-26 TIP on June 15, 2022, and the Commission authorized the adoption on July 6, 2022; and

**WHEREAS**, the Commission has received a request to amend the FY23-26 TIP by adding, deleting, or revising project(s) as shown in the TIP Amendment Request Form; and

**WHEREAS**, the Commission has reviewed the request and found it consistent with the policies, plans, and programs, including the most recent Long-Range Transportation Plan adopted by the Commission.

#### **NOW THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission herewith amends the Fiscal Year 2023–2026 Transportation Improvement Program as detailed in the attached TIP Amendment Request.

Presented this 2nd day of August 2023

Adopted this 2nd day of August 2023

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Chuck, Nagel- Vice Chairman  
Tri-County Regional Planning  
Commission

#### **ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission



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# MEMORANDUM

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**TO:** Full Commission  
**FROM:** Review Subcommittee and Staff  
**SUBJECT:** FY 2024 Special Transportation Studies  
**DATE:** August 2, 2023

## **Action needed by Technical**

Recommend to Commission the FY 2024 Special Transportation Studies (STS)

## **Background**

Beginning in FY 2016, Tri-County has set aside MPO funds to be programmed annually for local jurisdictions in the Metropolitan Planning Area (MPA). The goal is to undertake consultant-led special transportation planning projects. TCRPC receives funding requests during an annual call for projects, scores them based on set evaluation criteria, prioritizes them with a review committee, and ultimately approves them for funding. Jurisdictions may apply for all, or part of the STS set aside but may not request any amount beyond the available funding.

For FY 2024, Tri-County released a call for projects on May 17, 2023, for a total funding amount of \$150,000. Staff accepted proposals until June 16, 2023, and six jurisdictions submitted applications. The applications received are as follows:

- City of Chillicothe – Cost Benefit Analysis for IL-29 Viaduct
- City of East Peoria – Stormwater Inventory and Analysis
- Village of Germantown Hills – Feasibility Study for Germantown Hills to McCluggage Bridge Trail
- Greater Peoria Mass Transit District – Pekin Area Transit Study
- Village of Peoria Heights – Active Transportation Plan
- City of West Peoria - Corridor Study of Waverly Ave and Ayers Ave

## **STS Review Subcommittee**

On July 11, 2023, the STS Review Subcommittee (Jeff Gilles, Jon Oliphant, Paola Mendez-Silvagnoli, and Terry Keogel) convened a meeting to assign scores for the submitted projects and to formulate a recommendation for funding to Technical. Also attending was Brandon Geber from IDOT Office of Planning and Programming. Staff (Reema Abi-Akar, Michael Bruner, Ray Lees, and Eric Miller) facilitated the meeting.

Prior to the meeting, each member reviewed the submitted applications and graded them based on the consistency with goals of the IIJA and LRTP, and regional significance. The scores were averaged and used for determining the projects to be recommended for funding. Below are the averaged results for each project:

Criterion	Max Points	Review Committee Scores					
		Chillicothe	East Peoria	Germantown Hills	GPMTD	Peoria Heights	West Peoria
Consistency with IIJA Goals	20	20.00	14.57	16.43	8.14	18.71	10.71
Consistency with LRTP 2045 Goals	20	20.00	14.57	17.71	14.86	19.71	14.57
Regional Significance	30	25.71	14.71	23.86	18.86	23.71	18.86
	70	65.71	43.86	58.00	41.86	62.14	44.14
Rankings		1	5	3	6	2	4
Funding Request		\$30,000	\$70,000	\$50,000	\$40,000	\$50,000	\$30,000
Local Contribution		0	0	0	\$8,000	\$10,000	0
Total Budget		\$30,000	\$70,000	\$50,000	\$48,000	\$60,000	\$30,000

Utilizing the average scores, the Review Subcommittee looked at options for funding the top four projects. These total \$160,000, which is \$10,000 over the available budget of \$150,000. To remediate the overage, the Review Committee is recommending reducing the Germantown Hills' and Peoria Heights' budget by \$5,000 each. This was done because the Committee felt the budgets for the scopes of work seemed high.

### Recommended STS Project Funding

The Review Subcommittee's recommendation is as follows:

Applicant	STS Request	Matching Funds	Total Project	Total Recommended STS Funds
Chillicothe	\$30,000	\$0	\$30,000	\$30,000
Germantown Hills	\$50,000	\$0	\$50,000	\$45,000
Peoria Heights	\$50,000	\$10,000	\$60,000	\$45,000
West Peoria	\$30,000	\$0	\$30,000	\$30,000
<b>Total</b>				<b>\$150,000</b>

## RESOLUTION 24-11

**A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PROGRAM FISCAL YEAR 2024 SPECIAL TRANSPORTATION STUDIES PROJECT FUNDING TO THE CITY OF CHILLICOTHE, VILLAGE OF GERMANTOWN HILLS, VILLAGE OF PEORIA HEIGHTS, AND CITY OF WEST PEORIA; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS WITH EACH COMMUNITY AND THE SELECTED CONSULTANTS TO EXECUTE THE TRANSPORTATION STUDIES.**

**WHEREAS**, the recognized Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area is the Tri-County Regional Planning Commission, hereafter referred to as the Commission; and

**WHEREAS**, Beginning in Fiscal Year 2016 (FY16), the Commission has set aside MPO funds annually to be programmed for local jurisdictions in the Metropolitan Planning Area (MPA) to undertake consultant-led special transportation planning projects; and

**WHEREAS**, the Commission established a Special Transportation Studies (STS) program in FY24 utilizing up to \$150,000 in FY24 Federal Metropolitan Planning Funds; and

**WHEREAS**, the Commission released a Call for Projects for FY24 STS on Wednesday, May 17th and received a total of six applications by the due date of Friday, June 16<sup>th</sup>; and

**WHEREAS**, the MPO Technical Committee, hereafter referred to as Technical, formed a Project Review Subcommittee, hereafter referred to as the Subcommittee, to evaluate and assign scores to each application at their July 11, 2023 meeting, where each member assigned their own score and averaged with staff's assignments; and

**WHEREAS**, the Technical Committee reviewed the Subcommittee's recommendation and unanimously recommended it to the Commission at their August 19, 2023, meeting to fund the City of Chillicothe's Cost-Benefit Analysis for IL-29 Viaduct; Village of Germantown Hills's Feasibility Study for Germantown Hills to McCluggage Bridge Trail; Village of Peoria Height's Active Transportation Plan; and the City of West Peoria's Corridor Study of Waverly Avenue and Ayers Avenue.

**THEREFORE, BE IT RESOLVED BY COMMISSION AS FOLLOWS:**

That Commission accepts the Subcommittee and Technical recommendation, and programs \$30,000 to the City of Chillicothe, \$45,000 to the Village of Germantown Hills, \$45,000 to the Village of Peoria Heights, and \$30,000 to the City of West Peoria; and authorizes the Executive Director to enter into subsequent contracts with each community and the selected consultants to complete the work.

Presented this 2nd day of August 2023

Adopted this 2nd day of August 2023

ATTEST:

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Chuck Nagel, Vice- Chairman  
Tri-County Regional Planning Commission

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





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# MEMORANDUM

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**TO:** Full Commission  
**FROM:** Staff  
**SUBJECT:** HSTP Urban Subcommittee Reappointments  
**DATE:** August 2, 2023

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**Action needed by Full Commission:**

Recommend that Commission reappoints individuals to serve on the HSTP Urban Subcommittee for a three-year term.

**Background:**

Since 2007, Tri-County has convened regular meetings to guide the coordination strategy for the Human Services Transportation Plan (HSTP) in both the urbanized area and seven surrounding rural counties. These counties are: Peoria, Tazewell, Woodford, Fulton, Knox, Marshall, and Stark. Counties appoint individuals to serve on the rural committee for three-year terms. The MPO appoints individuals to serve on the urban committee for three-year terms. The following people and organizations have been recommended by HSTP staff based on past records of contributions to the HSTP process.

Name	Title	Representing
Dawn Harper	Transportation Manager	EPIC
Chris Mitchell	Private citizen	Paratransit ridership
Greg Cassidy	Chief Operating Officer	Tazewell County Resource Center

## **RESOLUTION 24-12**

### **A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO REAPPOINT THREE MEMBERS TO THE HUMAN SERVICE TRANSPORTATION PLAN URBAN SUBCOMMITTEE.**

**WHEREAS**, the recognized Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area is the Tri-County Regional Planning Commission, hereafter referred to as the Commission; and

**WHEREAS**, since 2007, the Commission has convened regular meetings to guide the coordination strategy of the Human Services Transportation Plan (HSTP) in both the urbanized area and seven surrounding rural counties; and

**WHEREAS**, HSTP committee members represent human services agencies, public transportation providers, transit users, and others who aim to address the transportation needs of older adults, people with disabilities, people with low incomes, and others who need extra assistance with travelling around the region; and

**WHEREAS**, each HSTP committee member serves a three-year appointment, and at the end of each term, they are up for reappointment or new members are allowed to join in their place; and

**WHEREAS**, according to the current HSTP bylaws, the HSTP Urban Subcommittee members are appointed by the Commission; and

**WHEREAS**, three of six HSTP Urban subcommittee members' terms have ended; they have opted to move forward with another term; and their contributions have been valuable over the years they have been participating in the committee.

#### **THEREFORE, BE IT RESOLVED BY COMMISSION AS FOLLOWS:**

That the Commission reappoints Dawn Harper of EPIC; Chris Mitchell, a private citizen; and Greg Cassidy of the Tazewell County Resource Centers to the Human Service Transportation Plan Urban Subcommittee for three years, beginning the date of this resolution.

Presented this 2nd day of August 2023

Adopted this 2nd day of August 2023

ATTEST:

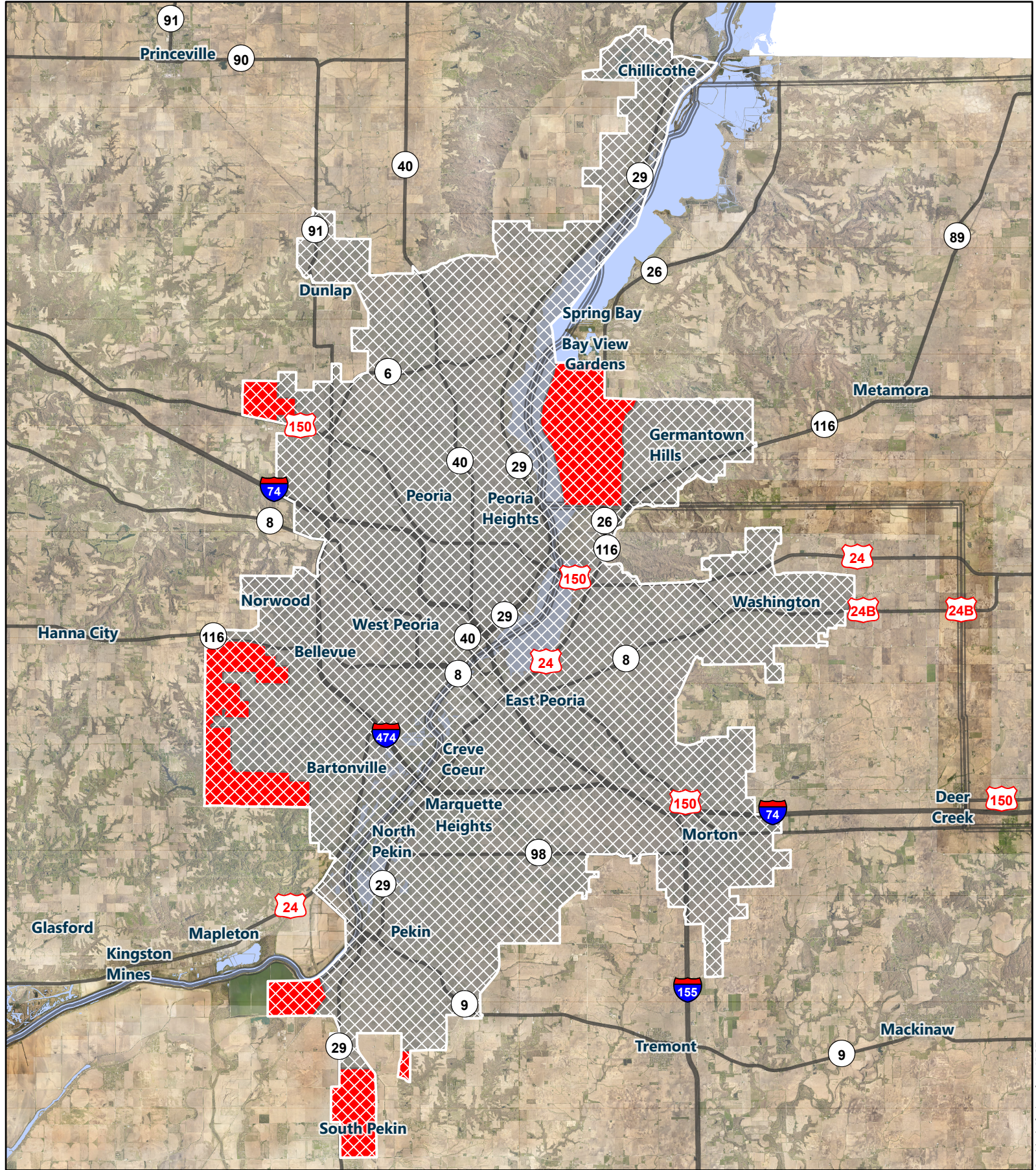
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Chuck Nagel, Vice-Chairman  
Tri-County Regional Planning  
Commission

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





# **Peoria/Pekin Urban Area 2020 Draft Comparison**

2010 MPO  
Urbanized Area

DRAFT Adjusted  
Urban Area 2020

Areas of Growth

0 2.5 5  
Miles  
1 inch equals 4 miles