



## **TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

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

[www.tricountyrpc.org](http://www.tricountyrpc.org)

**Ways & Means Committee: 8:30 a.m., April 5, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., April 5, 2023**

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

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**You can also dial in using your phone.**

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 March 1, 2023 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
  - a. Motion to approve February 2023 Financial Statements and Billings (Resolution 23-60)
  - b. Motion to approve Executive Director to enter into an Accounting Software-As-A-Service agreement with INTUIT Quickbooks for an amount not to exceed \$2,000 (Resolution 23-66)
- 8. Transportation**
  - a. Motion to approve Transportation Program Amendments (Resolution 23-62)
    - i. Project CL-24-04 Diesel Buses
    - ii. Project CL-24-08 Refurbish 35 Diesel Buses
    - iii. CL-24-09 New Farebox/Validators System
    - iv. CL-24-10 A & E Services
  - b. Motion to approve Transit Asset Management Performance Measure (Resolution 23-63)
  - c. Motion to approve FY2024 Unified Planning Work Program (UPWP) (Resolution 23-61) – Handout
  - d. Motion to approve Section 5310 Funding (Resolution 23-64)
  - e. Motion to approve Executive Director to enter into an agreement with Federal Highway Administration and sub agreements with a selected consultant for Safe Streets and Roads for All grant (Resolution 23-65)
  - f. Discussion of FY 2024-27 Transportation Improvement Program
  - g. IDOT\_SPR grant application
- 9. Updates**
  - a. Transportation Alternative (TA) Set-Aside
  - b. IDOT
  - c. FHWA
- 10. Other**
  - a. Staff Presentation – Gabriel
- 11. Adjournment**

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Tri-County Regional Planning Commission strives to provide an environment welcoming to all persons regardless of physical or mental challenges, race, gender, or religion. Please call 309-673-9330 to request special accommodations at least two days in advance.



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Ways & Means Committee: 8:30 a.m., March 1, 2023

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**MINUTES**

**1. Call to Order, Welcome, Recognition of Audience**

Chairman Don White called meeting to order at 9:00 am

**2. Roll Call**

Commissioner	P	A	Commissioner	P	A
<b>Mike Hughes</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>Andrew Rand,</b> Peoria Co.		x
<b>John Kahl</b> East Peoria.	x		<b>Don White</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, Rebecca Eisele, Ray Lees, Reema Abi-Akar, Logan Chapman, and Gabriel Guevara. Staff virtual: Britney West, and Anthony Baumann. Also virtual: Betsy Tracy-FHWA. Also present: Brandon Geber- IDOT, Danny Phelan, and Camille Coates

**3. Public Input-none**

**4. Motion to approve February 1, 2023, Commission minutes.**

John Kahl moved to approve February 1, 2023 Commission minutes and Nate Parrott seconded. Motion carried.

**5. Chairman report-nothing to report**

**6. Executive Director report**

Eric Miller reported on the following:

- SS4A Federal grant. A webinar will be held. Studying Safe streets of Illinois
- Working on HSIP \$3M grant for guardrails.

- Rita Ali updated on the Peoria Passenger Rail/ (FRA) Federal Railroad Administration. The support letters need to be submitted by mid-March. She is asking for letters of support. We need to have these by the end of next week. Eric Miller mentioned a sample letter is on table.

## 7. Ways and Means Report

- a. Motion to approve January 2023 Financial Statements and Billings (Resolution 23-55)  
John Kahl moved to approve January 2023 Financial Statements and Billings (Resolution 23-55) and Patrick Ulrich seconded.

Rebecca Eisele reported on the following:

- January resulted in a surplus of approximately \$1k.
- Total Operating Cash at the end of the month was approximately \$944k. Cash increased in January by \$25k compared to December.
- Total Accounts Receivable at the end of the month was \$106k. Of the A/R balance, \$86k was federal funds, \$15k was state funds, and \$6k was local funds.
- Accounts Payable at the end of the month was \$15k, and there was \$11k in unpaid pass-through expenses as of the end of January. The remaining \$4k A/P balance was for regular monthly bills unpaid as of the end of the month.
- Current billing for January was \$107k, minus direct pass-through expenses of \$25k that were billed to customers, resulting in Operating Revenue of approximately \$83k.
- January resulted in a surplus of approximately \$2k. Fiscal Year 2023 has an adjusted net surplus of \$194k as of the end of January.

Motion carried.

## 8. Administration

- a. Motion to approve 1 staff member to attend 2023 National American Planning Conference in Philadelphia, PA (Resolution 23-58)  
John Kahl moved to approve 1 staff member to attend 2023 National American Planning Conference in Philadelphia, PA (Resolution 23-58) and Greg Menold seconded.

Reema Abi- Akar updated on the following:

- 2023 National Planning Conference. It is April 1<sup>st</sup> thru April 4<sup>th</sup>, 2023.
- It is in Philadelphia, PA. The APA host hotel is the Philadelphia Downtown Marriott.

Motion carried.

## 9. Transportation

- a. Motion to approve Transportation Program Amendments – Attachment (Resolution 23-56)  
Russ Crawford moved to approve i. thru vi.

- i. PH-24-01 Prospect Road Reconstruction Project  
Michael Bruner said this is from War Memorial Drive to Kingman Road. Is for Design engineering. Adding to FY 2024 Program as a result of federal funding for FY23 Transportation, Housing and Urban Development appropriation.
- ii. C-23-01 Chillicothe Trail Purple Route  
Michael Bruner said this of various locations in the City of Chillicothe. Removing this project from TIP due to funds being returned to IDOT.
- iii. C-23-02 Chillicothe Trail Green Route  
Michael Bruner said this of various locations in the City of Chillicothe. Removing this project from TIP due to funds being returned to IDOT.
- iv. S-23-13 Traffic Signals  
Michael Bruner said this is IL29 (Adams St) and Spring St in Peoria; IL78 and Vine, IL78 and Ash in Canton. This is an addition to IDOT District 4 Fiscal Year 2023 Annual Program. Project scheduled for June 2023 letting.
- v. PC-25-02 Hanna City - Glasford Road HSIP  
Michael Bruner updated this is removing the Preliminary Engineering portion of the HSIP project and moving it to PC-23-02
  - HSIP- \$117,309 and local- \$138,164

vi. PC-23-02 Hanna City - Glasford Road HSIP

Michael Bruner reported this is adding the Preliminary Engineering portion from the HSIP project (PC-25-02) to FY 2023 Program.

- b. Motion to approve Performance Measure: Pavement & Bridges (PM-2) and System Performance (PM-3). (Resolution 23-57)

John Kahl moved to approve Performance Measure: Pavement & Bridges (PM-2) and System Performance (PM-3). (Resolution 23-57) and Nate Parrott seconded.

Michael Bruner reported on the following:

- IDOT periodically sets performance measure targets for Pavement & Bridge condition (PM-2) and System Performance (PM-3)
- TCRPC reviews IDOT's state targets for adoption
- MPO's have 180 days to accept or set their own performance measures from the date the State DOT sets their targets.
- Historically, TCRPC has elected to support the states targets for PM-1, PM-2, and PM-3. Only states are assessed for significant progress made towards established targets, not MPO's.
- We are electing to support IDOT's targets once more.
- You can find the baseline data as well as projected data on page 2 of the memo.

Motion carried.

- c. Motion to approve sponsorship of the 2022 American Public Works Association Illinois Chapter Conference for an amount not to exceed \$7,500 (Resolution 23-59)

James Dillon moved to approve sponsorship of the 2022 American Public Works Association Illinois Chapter Conference for an amount not to exceed \$7,500 (Resolution 23-59) and Rita Ali seconded.

Michael Bruner updated on the following:

- The 2023 American Public Works Association Illinois Chapter Conference will be held at the Peoria Civic Center from May 3 to May 5, 2023.
- Peoria-Pekin Urbanized Area MPO has traditionally been a sponsor of the event.
  - Sponsorship of the event allows for MPO members to attend at a reduced cost.

Motion carried.

- d. Discussion of FY2024 Draft Unified Planning Work Program (UPWP) – Attachment

Michael Bruner updated on the following:

- The Unified Planning Work Program (UPWP) is one of the cores MPO planning documents that is updated annually.
- It serves as the budget for the metropolitan transportation planning process and directs the day-to-day work of the MPO. The document describes all transportation planning activities with a corresponding budget Tri-County proposes to undertake during the fiscal year (July 1 thru June 30).
- Staff is in the beginning stages of developing the draft FY 2024 UPWP and following the schedule listed on the memo:
  - Feb. 14: Draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) submitted to IDOT.
  - March 15: Technical Committee recommends UPWP to Commission for approval.
  - April 5: Commission approve final UPWP & staff submits document to IDOT
  - July 1: IDOT accepts UPWP, work begins.

Eric Miller added that this document guides our work throughout the year. It also includes adding 2 fulltime persons to staff.

## 10. Updates

- a. Transportation Alternative (TA) Set-Aside – Attachment

Michael Bruner updated on the following:

- As an MPO with an urbanized population over 200,000, TCRPC receives an annual allotment of these TA funds as a set-aside for the STBG program.

- TCRPC is opening up a call for projects for the Transportation Alternative (TA)-formerly known as TAP.
  - Approximately \$1,458,564 is available from FYs 2021, 2022, and 2023
  - Applications are due Friday, March 31, 2023
  - Eligible projects:
    - A project must demonstrate a relationship to surface transportation and pedestrian and/or bike facilities.
    - Infrastructure projects to enhance non-driver access to public transportation.
    - Community improvement activities
    - Environmental mitigation related to stormwater.
  - Non-eligible projects
    - Routine maintenance activities are not eligible.
    - Safety recreational projects are not eligible.
  - Local match requirements
    - Preliminary engineering and construction are 80/20
    - Right-of-way and easement acquisition are 50/50
    - Street lighting is 50/50- but if it's on a designated historic area, it may qualify at 80/20.
  - Timeline- see bottom of page 2 of the memo
    - Applications due March 31 by 4pm
    - April 19- Applicants will present their projects at Technical, and TA subcommittee is formed.
    - May 17- Technical committee will convene to consider the subcommittee's recommendation.
    - June 7- Commission programs TA funding.
- b. FTA Section 5310  
Reema Abi-Akar reported on the following:
- The City of East Peoria submitted for Phase 1 engineering for pedestrian crossing at IL-116 and Mariner's Way (Jonah's Seafood House/ Stoney Creek Hotel)
  - \$25,000
- c. End of COVID-19 Disaster Proclamation Announcement – Attachment  
Michael Bruner updated:
- Disaster Proclamation is slated to end on May 11, 2023
  - This will result in the need of in-person quorums
  - Bringing this to your attention and we will let you know if anything changes.
- Eric Miller added the 3 situations you can be virtual: work travel, health issue, emergency family matter.
- d. IDOT
- Brandon Gerber released external FPR projects. The applications are due the end of March.
- e. Eric Miller added we are working with 3 counties on Comprehensive Plans
- f. FHWA  
Betsy Tracy congratulated TCRPC for SS4A grant.

## 11. Other

- a. Staff Presentation – Michael Bruner  
Michael Bruner presented his slideshow which consisted of his work which consists of Transportation Planning, and Community Planning. He then commented from where he comes from and his education. He then introduced pictures of his family. He then explained his personal journey.
- b. Acronym List – Attachment  
Chairman Don White mentioned the acronym list is attached.
- c. Ray Lees mentioned that Reema and Michael stepped up on the passing of Ryan and carried the load.

- d. Ray Lees updated that Bob Michel bridge closes March 13 and will reopen Nov. 17th plus 15 days.
- Rita Ali asked if it will be open to pedestrians and Ray said there will be a section for them to cross.
  - Pat Ulrich said that City Link will change routes effective March 6<sup>th</sup>.

## **12. Adjournment**

John Kahl moved to adjourn at 9:42 am and Nate Parrott seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and subscribed by:

Debbie Ulrich, Office Administrator

DRAFT

**To: Members of the Commission**  
**From Eric W. Miller, Executive Director**  
**Date: March 17, 2023**  
**Subject: Executive Director Report for March 2023**

Project	Activity	Status
<b>Administrative</b>		
Headlines		Ongoing
	Met with Congressmen LaHood for tour of Source Freshwater	Ongoing
	Developed Draft UPWP	Ongoing
	Working on Regional Priority Process	Complete
	Working with stakeholders and lead agency on guardrail HSIP project	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	ongoing
	Developing transportation dashboard	Ongoing
	Worked with stakeholders and consulting team re: Passenger Rail Federal Grant Applications	Ongoing
	Worked with stakeholders to develop SPR grant application	
	Presented passenger rail activities at NCICOG	
Personnel	Semi-annual staff reviews ongoing	Ongoing
	IMRF Cost Study underway	Ongoing
Website	Content review of website.	Ongoing
<b>Planning issues</b>		
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	Contract signed with Metec to perform Environmental sign off	Ongoing
Village of Tremont Comp Plan	Report Complete	Complete
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	Continued discussion with Village board regarding scope of work	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	Contract Development with IEPA regarding Kickapoo Creek Watershed	Ongoing
Hazard Mitigation Plan	Work has Commenced Meeting with Stakeholders	Ongoing
<b>GIS Projects/ Asset Management</b>		
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	Signed Contract, work has commenced	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
Germantown Hills Map development		
<b>MPO/Transportation</b>		
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	Consultant Selection	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	ongoing
<b>Special Transportation Studies</b>		
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
FY22		
East Peoria Storm Sewer planning	Work Completed	Complete
Passenger Rail multimodal Center location study	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	Consultant selection / project mobilization underway	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



# February 2023 Financial Summary Full Commission

	February-23	January-23	FY23 YTD
<b>Net Income / (Loss)</b>	<b>(6,901)</b>	<b>617</b>	<b>182,114</b>

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## Monthly Financial Summary

Pages 2&3

	February-23	January-23	Increase / (Decrease)
<b>Balance Sheet</b>			
Operating Cash	883,853	943,636	(59,783)
Joint Funding Account	387,324	342,950	44,374
All Unrestricted and Restricted Cash	1,299,382	1,314,301	(14,919)

	February-23	January-23	Increase / (Decrease)
<b>Accounts Receivable</b>			
Total Accounts Receivable	169,265	106,221	63,044
Total Federal Receivables	118,966	85,639	33,327
Total State Receivables	22,169	14,702	7,466
Total Local Receivables	28,130	5,879	22,251

	February-23	January-23	Increase / (Decrease)
<b>Accounts Payable</b>			
Total Accounts Payable at EOM	67,830	21,560	46,270
A/P to be billed - Pass-throughs	58,951	10,796	48,156
A/P indirect costs	8,879	10,765	(1,886)

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

Page 5

	February-23	January-23	Increase / (Decrease)
<b>Income Statement</b>			
Current Billing	132,061	107,330	24,731
Billing of Pass-Through Expenses	(64,649)	(24,670)	(39,979)
Operating Revenue	67,412	82,660	(15,248)

	February-23	January-23	Increase / (Decrease)
Current Expenses	138,962	106,713	32,249
Pass-Through Expenses billed	(64,649)	(24,670)	(39,979)
Operating Expenses	74,313	82,043	(7,730)

	February-23	January-23	Increase / (Decrease)
Regular Working Days	19.00	21.00	(2.00)
Paid Holidays	1.00	1.00	-
PTO Used (Hours)	67.50	175.35	(107.85)

	February-23	January-23	FY23
Operating Revenue	67,412	82,660	1,144,051
Less Operating Expenses	(74,313)	(82,043)	(961,938)
<b>Net Income / (Loss)</b>	<b>(6,901)</b>	<b>617</b>	<b>182,114</b>

## Tri-County Regional Planning Commission

## Balance Sheet

As of February 28, 2023

	Current Month	Previous Month	Previous Year
	Feb 28, 23	Jan 31, 23	Feb 28, 22
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	883,853	943,636	752,648
<b>Total 10000 · Cash - Unrestricted</b>	<b>883,853</b>	<b>943,636</b>	<b>752,648</b>
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	387,324	342,950	198,896
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	7,436	6,947	11,706
<b>Total 11000 · Cash - Restricted</b>	<b>415,528</b>	<b>370,665</b>	<b>231,370</b>
<b>Total Checking/Savings</b>	<b>1,299,382</b>	<b>1,314,301</b>	<b>984,018</b>
<b>Accounts Receivable</b>			
13000 · Accounts and Grants Receivable	169,265	106,221	208,377
<b>Total Accounts Receivable</b>	<b>169,265</b>	<b>106,221</b>	<b>208,377</b>
<b>Other Current Assets</b>			
15000 · Prepaid Expenses	28,973	23,549	39,790
<b>Total Other Current Assets</b>	<b>28,973</b>	<b>23,549</b>	<b>39,790</b>
<b>Total Current Assets</b>	<b>1,497,620</b>	<b>1,444,071</b>	<b>1,232,185</b>
<b>Fixed Assets</b>			
17100 · Computer Equipment	86,403	86,403	62,389
17101 · Accum. Deprec. - Computers	(52,933)	(51,453)	(37,166)
17200 · Office Furniture	23,019	23,019	23,019
17201 · Accum. Deprec. - Office Furn.	(23,019)	(23,019)	(23,019)
17300 · Vehicles	23,944	23,944	23,944
17301 · Accum. Deprec. - Vehicles	(23,944)	(23,944)	(23,944)
17400 · Leasehold Improvements	7,080	7,080	7,080
17401 · Accum. Deprec. - Leasehold Impr	(7,080)	(7,080)	(7,080)
<b>Total Fixed Assets</b>	<b>33,470</b>	<b>34,950</b>	<b>25,223</b>
<b>Other Assets</b>			
19000 · Right of Use - Office Space	47,473	50,266	80,984
19001 · Right of Use - Copier	16,039	16,431	20,734
<b>Total Other Assets</b>	<b>63,513</b>	<b>66,697</b>	<b>101,718</b>
<b>TOTAL ASSETS</b>	<b>1,594,602</b>	<b>1,545,718</b>	<b>1,359,126</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
20000 · Accounts Payable	67,830	21,560	14,875
20011 · MCB Credit Card	-	-	16

## Tri-County Regional Planning Commission Balance Sheet

As of February 28, 2023

	Current Month Feb 28, 23	Previous Month Jan 31, 23	Previous Year Feb 28, 22
<b>Other Current Liabilities</b>			
21000 · Accrued Expenses	1,069	534	1,441
21100 · Accounts Payable - Employees	841	228	159
22000 · Employer Liabilities	92,464	97,344	92,075
22800 · Local Matches	20,000	-	-
23000 · Unearned Revenue			
23100 · PPUATS	-	-	192,941
23101 · Deferred Revenue - IDOT	18,825	22,393	46,899
23200 · IL MPO	19,238	19,238	19,238
23400 · Regional Server Partnership	-	-	3,000
23500 · Village of Washburn	488	488	488
<b>Total 23000 · Unearned Revenue</b>	<b>38,550</b>	<b>42,119</b>	<b>262,566</b>
28000 · Current Lease Liab. - Office Sp	11,279	14,079	10,892
28001 · Current Lease Liab. - Copier	1,541	1,925	1,510
<b>Total Other Current Liabilities</b>	<b>165,744</b>	<b>156,228</b>	<b>368,643</b>
<b>Total Current Liabilities</b>	<b>233,574</b>	<b>177,788</b>	<b>383,534</b>
<b>Long Term Liabilities</b>			
29000 · Lease Liability - Office Space	37,578	37,578	71,026
29001 · Lease Liability - Copier	14,751	14,751	19,343
<b>Total Long Term Liabilities</b>	<b>52,329</b>	<b>52,329</b>	<b>90,368</b>
<b>Total Liabilities</b>	<b>285,903</b>	<b>230,117</b>	<b>473,902</b>
<b>Equity</b>			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	920,136	920,136	678,902
<b>Net Income</b>	<b>182,114</b>	<b>189,014</b>	<b>(128)</b>
<b>Total Equity</b>	<b>1,308,699</b>	<b>1,315,600</b>	<b>885,224</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,594,602</b>	<b>1,545,718</b>	<b>1,359,126</b>

**Tri-County Regional Planning Commission**

**Statement of Cash Flows**

February 2023

	Feb 23	Jul '22 - Feb 23
<b>OPERATING ACTIVITIES</b>		
Net Income	(6,901)	182,114
Adjustments to reconcile Net Income		
to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(63,044)	22,491
15000 · Prepaid Expenses	(5,424)	10,140
20000 · Accounts Payable	46,270	441
20011 · MCB Credit Card	-	(16)
21000 · Accrued Expenses	534	54
21100 · Accounts Payable - Employees	613	742
22100 · Accrued Wages Payable	(5,491)	(442)
22200 · Accrued Vacation/Personal Time	401	(4,597)
22300 · Unvested Retirement	355	3,138
22503 · FICA & Medicare	(344)	56
22504 · IL Unemployment Taxes	258	732
22505 · 457 (b) Contributions	(67)	105
22520 · United Way	7	13
22800 · Local Matches	20,000	20,000
23100 · PPUATS	-	(7,482)
23101 · Deferred Revenue - IDOT	(3,568)	(8,696)
28000 · Current Lease Liab. - Office Sp	(2,799)	11,279
28001 · Current Lease Liab. - Copier	(384)	1,541
<b>Net cash provided by Operating Activities</b>	<b>(19,584)</b>	<b>231,613</b>
<b>INVESTING ACTIVITIES</b>		
17101 · Accum. Deprec. - Computers	1,481	11,846
19000 · Right of Use - Office Space	2,793	22,340
19001 · Right of Use - Copier	391	3,130
<b>Net cash provided by Investing Activities</b>	<b>4,664</b>	<b>37,316</b>
<b>FINANCING ACTIVITIES</b>		
29000 · Lease Liability - Office Space	-	(33,447)
29001 · Lease Liability - Copier	-	(4,592)
<b>Net cash provided by Financing Activities</b>	<b>-</b>	<b>(38,039)</b>
<b>Net cash increase for period</b>	<b>(14,919)</b>	<b>230,889</b>
<b>Cash at beginning of period</b>	<b>1,314,301</b>	<b>1,068,493</b>
<b>Cash at end of period</b>	<b>1,299,382</b>	<b>1,299,382</b>

**Tri-County Regional Planning Commission**  
**Profit & Loss**  
February 2023

	Current Month	Previous Month	FY23 - Current YTD	FY22 - Previous YTD
	Feb 23	Jan 23	Jul '22 - Feb 23	Jul '21 - Feb 22
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	102,177	88,172	739,888	541,088
42000 · State Grants and Awards	23,134	15,668	172,673	136,381
43000 · Local Matching Contributions	(5,033)	(3,750)	170,347	(6,648)
44010 · GIS Support	5,325	2,049	21,586	17,661
44020 · Planning & Zoning Support	1,129	1,354	8,963	10,894
45000 · Member Dues	5,250	3,750	30,000	33,102
46000 · Interest Income	79	87	594	96
<b>Total Income</b>	<b>132,061</b>	<b>107,330</b>	<b>1,144,051</b>	<b>732,573</b>
Gross Profit	132,061	107,330	1,144,051	732,573
<b>Expense by Account &amp; Category</b>				
Total 60500 · Amortization Expense	3,184	3,184	25,470	25,079
Total 61000 · Computer Expenses	2,268	2,579	21,040	18,955
Total 61500 · Outside Services	67,671	27,797	327,376	142,451
Total 62000 · Depreciation	1,481	1,481	11,846	4,225
Total 63000 · Employee Benefits	13,095	14,367	108,144	110,665
Total 63400 · Interest Expense	178	187	1,672	2,454
Total 63500 · Office Administration	1,138	1,890	10,717	12,969
Total 64000 · Miscellaneous	217	594	6,211	5,674
Total 65000 · Professional Fees	-	1,379	33,064	39,521
Total 65500 · Facility Costs	1,188	1,188	11,345	9,588
Total 66000 · Salaries and Wages	47,592	51,522	394,179	352,111
Total 67000 · Travel and Training	950	545	10,873	9,009
<b>Total Expense</b>	<b>138,962</b>	<b>106,713</b>	<b>961,938</b>	<b>732,701</b>
<b>Net Income</b>	<b>(6,901)</b>	<b>617</b>	<b>182,114</b>	<b>(128)</b>

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

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
02/01/2023	1324	Blue Cross and Blue Shield of Illinois	Health Insurance	6,703.10
02/01/2023	1325	City of Peoria	Rent - 02/2023	2,950.00
02/01/2023	1326	GateHouse Media	Legal Notices in Newspapers	237.80
02/01/2023	1327	Xerox Financial Services	Copier Lease	437.10
02/02/2023	ACH	Delta Dental	Dental Insurance	238.31
02/02/2023	ACH	Facet Technologies, Inc.	GIS Web Hosting - 02/2023	385.00
02/02/2023	ACH	Guardian	Life, Disability, and Vision Insurance	458.90
02/02/2023	ACH	Heartland Parking	Monthly Parking	852.00
02/02/2023	ACH	Hinckley Springs	Drinking Water	79.93
02/02/2023	ACH	Quill Corporation	Office Supplies	21.79
02/02/2023	ACH	Quill Corporation	Office Supplies	59.98
02/02/2023	ACH	Quill Corporation	Office Supplies	47.98
02/02/2023	ACH	RK Dixon	Copier Usage	61.83
02/02/2023	ACH	Verizon Wireless	Phones	307.99
02/02/2023	ACH	Comcast	Internet	88.69
02/03/2023	ACH	Staff - Payroll	Payroll 01/16/23 - 01/31/23	21,173.01
02/03/2023	ACH	Department of the Treasury	Payroll Taxes 01/16/23 - 01/31/23	7,239.14
02/03/2023	ACH	CEFCU	Payroll Liability 01/16/23 - 01/31/23	50.00
02/03/2023	ACH	Illinois Department of Revenue	Payroll Taxes 01/16/23 - 01/31/23	1,348.02
02/03/2023	ACH	Nationwide	Retirement 01/16/23 - 01/31/23	2,124.86
02/03/2023	ACH	Unvested Retirement Account	Retirement 01/16/23 - 01/31/23	310.47
02/15/2023	1328	Morton Community Bank	Bruner - Payment for 01/2023 CC Charges	1,103.02
02/15/2023	1329	Morton Community Bank	Ulrich - Payment for 01/2023 CC Charges	600.56
02/15/2023	1330	American Environmental Corp	METEC - HUD Healthy Homes Consultant	5,661.11
02/15/2023	1331	Dr. Annie Kelvie	01/2023 Writing Instruction Consultant	420.00
02/15/2023	1332	Envision Insurance Group	Professional Liability Insurance	5,276.00
02/15/2023	1333	Cincinnati Insurance	Worker's Compensation Insurance	4,626.00
02/16/2023	ACH	Heartland Parking	Parking Validations	83.00
02/16/2023	ACH	Heyl Royster	Legal Fees - METEC MOU	498.15
02/16/2023	ACH	IT Unified	Monthly IT Service / Microsoft Teams Subscription	1,224.00
02/16/2023	ACH	Lochmueller Group	Activity Based TDM Contractor	3,922.50
02/16/2023	ACH	Quill Corporation	Office Supplies	50.36
02/16/2023	ACH	The Cleaning Source	Office Cleaning - 01/2023	194.00
02/17/2023	ACH	Staff - Payroll	Payroll 02/01/23 - 02/15/23	16,799.64
02/17/2023	ACH	Department of the Treasury	Payroll Taxes 02/01/23 - 02/15/23	5,565.04
02/17/2023	ACH	CEFCU	Payroll Liability 02/01/23 - 02/15/23	50.00
02/17/2023	ACH	Illinois Department of Revenue	Payroll Taxes 02/01/23 - 02/15/23	1,065.12
02/17/2023	ACH	Nationwide	Retirement 02/01/23 - 02/15/23	1,980.98
02/17/2023	ACH	Unvested Retirement Account	Retirement 02/01/23 - 02/15/23	178.53
02/24/2023	1334	City Link - GPMTD	5310 FTA Reimbursement	6,364.00
02/28/2023	ACH	Morton Community Bank	Service Charge	18.98
<b>Register</b>			<b>Total Checks</b>	<b>100,856.89</b>

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

Date	Employee Card	Vendor	Memo	Amount
02/05/2023	Ulrich	Adobe	Adobe User Subscription - Miller	15.93
02/06/2023	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
02/07/2023	Ulrich	Qbox	QuickBooks File Management	12.00
02/12/2023	Bruner	Elementor, Ltd	Annual Elementor Pro Subscription	39.04
02/12/2023	Bruner	Elementor, Ltd	Annual Elementor Pro Add-ons Subscription	35.45
02/15/2023	Ulrich	Adobe	Adobe Main Account Subscription	54.99
02/23/2023	Bruner	Hilton Hotels	Hotel for Conference - L. Chapman	467.26
02/27/2023	Ulrich	Heartland Parking	Parking Pass for A. Baumann	70.00
02/28/2023	Ulrich	Adobe	Adobe User Subscription - Accounting	15.93
02/28/2023	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>726.53</b>

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

**RESOLUTION 23-60**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR FEBRUARY 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 February 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 February 2023 are approved.

Presented this 5th day of April 2023

Adopted this 5th day of April 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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



**RESOLUTION 23-66**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN ACCOUNTING SOFTWARE-AS-A-SERVICE AGREEMENT WITH INTUIT QUICKBOOKS FOR AN AMOUNT NOT TO EXCEED \$2,000.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is required to maintain proper accounting procedures and cash management records, and

**WHEREAS**, the Commission currently has accounting software that is sold by the company Intuit and known as 'QuickBooks Desktop: Premier Edition' that helps to manage financial information and conduct payroll for Commission employees, and

**WHEREAS**, the Commission's current version of QuickBooks will be discontinued in May 2023 and a new version of the software needs to be acquired, and

**WHEREAS**, the new software-as-a-service agreement for the use of 'QuickBooks Desktop: Enterprise' with an Enhanced Payroll Subscription for a term of 12 months, will not exceed \$2,000.

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

That the Commission authorizes its Executive Director to enter into a software-as-a-service agreement with Intuit QuickBooks for an amount not to exceed \$2,000.

Presented this 5th day of April 2023

Adopted this 5th day of April 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric 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)
3/15/2023	From 2023	To 2026	CityLink

**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
Diesel Buses	CL-24-04					Purchase new Diesel Buses	FTA 5307	80%	\$ 6,000,000
							TDC	20%	\$ 1,500,000
									\$ -
									\$ -
							State		\$ -
							Local		\$ -
							<b>Total</b>		<b>\$ 7,500,000</b>

Reason for Amendment: Adding additional FTA 5307 funding (\$5,200,000), adding Transit Transportation Development Credit (TDC) funding (\$1,500,000), and removing local funding

Refurbish 35' Diesel Buses	CL-24-08					Refurbish existing vehicles that has met useful life	FTA 5307	80%	\$ 2,200,000
							TDC	20%	\$ 550,000
									\$ -
									\$ -
							State		\$ -
							Local		\$ -
							<b>Total</b>		<b>\$ 2,750,000</b>

Reason for Amendment: Adding to FY 2024 Program

New Farebox/Validators System	CL-24-09					New Fixed Route/Paratransit/Rural Farebox/Validators System	FTA 5307	80%	\$ 1,600,000
							TDC	20%	\$ 400,000
									\$ -
									\$ -
							State		\$ -
							Local		\$ -
							<b>Total</b>		<b>\$ 2,000,000</b>

Reason for Amendment: Adding to FY 2024 Program

A & E Services	CL-24-10					Architecture and Engineering Services for Jefferson location	FTA 5307	80%	\$ 160,000
							TDC	20%	\$ 40,000
									\$ -
									\$ -
							State		\$ -
							Local		\$ -
							<b>Total</b>		<b>\$ 200,000</b>

Reason for Amendment: Adding to FY 2024 Program

							State		
							Local		
							<b>Total</b>		<b>\$ -</b>

Reason for Amendment:

							State		
							Local		
							<b>Total</b>		<b>\$ -</b>

Reason for Amendment:

							State		
							Local		
							<b>Total</b>		<b>\$ -</b>

Reason for Amendment:

<b>Technical</b>	
<b>Commission</b>	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

**RESOLUTION 23-62**

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

**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**, 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.

**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 5th day of April 2023

Adopted this 5th day of April 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission



## MEMORANDUM

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**TO:** Full Commission

**FROM:** MPO Technical Committee

**SUBJECT:** Transit Asset Management (TAM) Performance Measures

**DATE:** April 5, 2023

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**Action needed:**

To review and adopt Tier 2 Group Plan Transit Asset Management Performance Measures.

**Background:**

In 2012, Congress passed the Moving Ahead for Progress in the 21st Century Act (MAP-21), mandating all Metropolitan Planning Organizations (MPOs) and State Departments of Transportation (DOTs) to develop a performance-based transportation planning and programming approach. The Fixing America's Surface Transportation (FAST) Act of 2015 and the current transportation funding law, Infrastructure Investment and Jobs Act (IIJA) of 2021, continued the requirements for a performance-based approach.

The intent of the Federal Highway Administration (FHWA) is to use this systematic data as a strategic approach to make transportation investment and policy decisions that benefit the national goals. The focus areas for collecting this data and setting targets are Safety (PM-1), Pavement & Bridge Condition (PM-2), Congestion Reduction (PM-3), System Reliability (PM-3), Freight Movement and Economic Vitality (PM-3), Environmental Sustainability, and Reduced Project Delivery Delay.

Tri-County Regional Planning Commission (TCRPC) is the MPO for the Peoria-Pekin urbanized area and reviews IDOT's state targets for adoption. MPOs have 180 days to accept or set their own performance measures from the date the State DOT sets their targets. Historically, TCRPC has elected to support the State's targets. Please note, only states are assessed for significant progress made towards established targets, not MPOs.

**Transit Asset Management:**

The National Transit Asset Management System Final Rule (49 U.S.C. 625) requires all agencies that receive federal financial assistance under 49 U.S.C. Chapter 53 and own, operate, or manage capital assets used in the provision of public transportation to create a Transit Asset Management (TAM) Plan. Agencies can meet this requirement either through an Individual or Group TAM Plan. Group TAM Plans are meant to collect TAM information about groups (typically small subrecipients of 5311 or 5310 grant programs) that do not have a direct financial relationship with FTA.

IDOT, the Illinois Public Transit Association (IPTA), and the Rural Transit Assistance Center (RTAC) cooperatively supported the development of the Illinois' Group TAM Plan for all Tier 2 agencies. This state-level plan includes the four required elements for MAP-21 compliance, leveraging the current and historic CNA (Capital Needs Assessment) work to develop:

1. An inventory of capital assets, including all assets already reported through the CNA annual survey process.
2. A condition assessment, including conditions estimated by the existing CNA model and new facility condition assessments being done by grantees
3. A decision support tool, through modification of the existing CNA model
4. Investment prioritization that utilizes grantee input, updated data from the annual CNA process, and the improved CNA Model

**FTA Performance Measure Definitions:**

<b>Asset Type</b>	<b>Definition</b>
Facilities	The percentage of inspected facilities within an asset class and for which agencies have capital rehab and replacement responsibility, rated below condition 3 on the FTA Transit Economic Requirement Model (TERM) five-point scale
Revenue Vehicles (Rolling Stock)	The percentage of active, dedicated revenue vehicles by asset class that either meet or exceed their Useful Life Benchmark (ULB)
Service Vehicles (Equipment)	The percentage of non-revenue, support-service, and maintenance vehicles that either meet or exceed their ULB

**FY 2023 Tier 2 Group Plan State Targets – Facilities, Revenue Vehicles, and Service Vehicles:**

<b>Facility Type</b>	<b>Facilities Rated Below 3.0</b>	<b>Total Facilities</b>	<b>% Rated Below 3.0</b>	<b>FY23 Target</b>
Admin/Maintenance	10	62	16%	10%
Passenger/Parking	2	27	7%	7%
Total	12	89	13%	9%
<b>Revenue Vehicle (Rolling Stock) Type</b>	<b># of Vehicles At/Beyond ULB</b>	<b>Total Vehicles</b>	<b>% Vehicles At/Beyond ULB</b>	<b>FY23 Target</b>
Articulated bus	8	18	44%	22%
Automobile	4	5	80%	80%
Bus	133	508	26%	32%
Cutaway	307	967	32%	35%
Ferryboat	3	3	100%	100%
Minivan	161	229	70%	74%
Van	13	47	28%	71%
Total	883	1827	48%	59%
<b>Service Vehicle (Equipment) Type</b>	<b># of Vehicles At/Beyond ULB</b>	<b>Total Vehicles</b>	<b>% Vehicles At/Beyond ULB</b>	<b>FY23 Target</b>
Automobile	13	46	28%	27%
Other rubber tire vehicles	38	134	28%	26%
Total	51	180	28%	26%

**Tri-County Providers - Facilities Benchmarks**

Agency	Facility Group	Facilities Rated Below 3.0	Total Facilities	% Rated Below 3.0
Greater Peoria Mass Transit District	Admin/Maintenance	3	3	100.0%
Greater Peoria Mass Transit District	Passenger/Parking	0	1	0.0%
Tazewell County	Admin/Maintenance	0	1	0.0%

**Tri-County Providers - Revenue Vehicles Useful Life Benchmarks**

Agency	Type	ULB	# of Vehicles At/Beyond ULB	Total Vehicles	% Vehicles At/Beyond ULB	FY23 Target
Peoria County - Rural	Cutaway	8	0	7	0.00%	71%
Peoria County - Rural	Cutaway	10	0	5	0.00%	0%
Greater Peoria Mass Transit District	Bus	12	2	55	3.64%	51%
Greater Peoria Mass Transit District	Cutaway	8	3	34	8.82%	9%
Greater Peoria Mass Transit District	Cutaway	10	0	2	0.00%	0%
Tazewell County	Cutaway	8	5	15	33.33%	67%
Tazewell County	Cutaway	10	0	2	0.00%	0%
Woodford County	Cutaway	7	1	1	100.00%	100%
Woodford County	Cutaway	8	3	6	50.00%	50%
Woodford County	Cutaway	10	0	2	0.00%	0%

**Tri-County Providers - Service Vehicles Useful Life Benchmarks**

Agency	Type	ULB	# of Vehicles At/Beyond ULB	Total Vehicles	% Vehicles At/Beyond ULB	FY23 Target
Greater Peoria Mass Transit District	Automobile	8	3	4	75.0%	75%
Greater Peoria Mass Transit District	Other rubber tire vehicles	14	0	16	0.0%	6%

**RESOLUTION 23-63**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION ADOPTING AND SUPPORTING THE ILLINOIS DEPARTMENT OF TRANSPORTATION TIER 2 GROUP PLAN TRANSIT ASSET MANAGEMENT PERFORMANCE MEASURES.**

**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**, the Infrastructure Investment and Jobs Act (IIJA) continues federal requirements for performance management and performance-based planning and programming to ensure the most efficient investment of federal transportation funds; and

**WHEREAS**, the National Transit Asset Management System Final Rule (49 U.S.C. 625) requires all agencies that receive federal financial assistance under 49 U.S.C. Chapter 53 and own, operate, or manage capital assets used in the provision of public transportation to create a Transit Asset Management Plan; and

**WHEREAS**, agencies can meet this requirement either through an Individual or Group Transit Asset Management (TAM) Plan, and IDOT, the Illinois Public Transit Association (IPTA), and the Rural Transit Assistance Center (RTAC) cooperatively supported the development of the Illinois' Group TAM Plan for all Tier 2 agencies; and

**WHEREAS**, the Tier 2 Group Plan TAM Plan set condition performance measure on capital assets; and

**WHEREAS**, the IIJA also requires each MPO to either support their respective Transit Provider's performance measures or set their own targets within 180 days of the TAM Plan.

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

That the Commission hereby adopts and supports the Tier 2 Group Plan Transit Asset Management Performance Measures targets as listed in Attachment A.

Presented this 5th day of April 2023

Adopted this 5th day of April 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**Attachment A**

**Tier 2 Group Transit Asset Management Plan**

**Performance Measures Targets**

**FY 2023 Tier 2 Group Plan State Targets – Facilities, Revenue Vehicles, and Service Vehicles:**

<b>Facility Type</b>	<b>Facilities Rated Below 3.0</b>	<b>Total Facilities</b>	<b>% Rated Below 3.0</b>	<b>FY23 Target</b>
Admin/Maintenance	10	62	16%	10%
Passenger/Parking	2	27	7%	7%
Total	12	89	13%	9%
<b>Revenue Vehicle (Rolling Stock) Type</b>	<b># of Vehicles At/Beyond ULB</b>	<b>Total Vehicles</b>	<b>% Vehicles At/Beyond ULB</b>	<b>FY23 Target</b>
Articulated bus	8	18	44%	22%
Automobile	4	5	80%	80%
Bus	133	508	26%	32%
Cutaway	307	967	32%	35%
Ferryboat	3	3	100%	100%
Minivan	161	229	70%	74%
Van	13	47	28%	71%
Total	883	1827	48%	59%
<b>Service Vehicle (Equipment) Type</b>	<b># of Vehicles At/Beyond ULB</b>	<b>Total Vehicles</b>	<b>% Vehicles At/Beyond ULB</b>	<b>FY23 Target</b>
Automobile	13	46	28%	27%
Other rubber tire vehicles	38	134	28%	26%
Total	51	180	28%	26%

**Tri-County Providers – Facilities Benchmarks**

<b>Agency</b>	<b>Facility Group</b>	<b>Facilities Rated Below 3.0</b>	<b>Total Facilities</b>	<b>% Rated Below 3.0</b>
Greater Peoria Mass Transit District	Admin/Maintenance	3	3	100.0%
Greater Peoria Mass Transit District	Passenger/Parking	0	1	0.0%
Tazewell County	Admin/Maintenance	0	1	0.0%



**Tri-County Providers – Revenue Vehicles Useful Life Benchmarks**

Agency	Type	ULB	# of Vehicles At/Beyond ULB	Total Vehicles	% Vehicles At/Beyond ULB	FY23 Target
Peoria County - Rural	Cutaway	8	0	7	0.00%	71%
Peoria County - Rural	Cutaway	10	0	5	0.00%	0%
Greater Peoria Mass Transit District	Bus	12	2	55	3.64%	51%
Greater Peoria Mass Transit District	Cutaway	8	3	34	8.82%	9%
Greater Peoria Mass Transit District	Cutaway	10	0	2	0.00%	0%
Tazewell County	Cutaway	8	5	15	33.33%	67%
Tazewell County	Cutaway	10	0	2	0.00%	0%
Woodford County	Cutaway	7	1	1	100.00%	100%
Woodford County	Cutaway	8	3	6	50.00%	50%
Woodford County	Cutaway	10	0	2	0.00%	0%

**Tri-County Providers – Service Vehicles Useful Life Benchmarks**

Agency	Type	ULB	# of Vehicles At/Beyond ULB	Total Vehicles	% Vehicles At/Beyond ULB	FY23 Target
Greater Peoria Mass Transit District	Automobile	8	3	4	75.0%	75%
Greater Peoria Mass Transit District	Other rubber tire vehicles	14	0	16	0.0%	6%

## RESOLUTION 23-61

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM, AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION, AND PROGRAM \$100,000 FOR THE SS4A NON-FEDERAL COST SHARE.**

**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**, the Commission has established a continuing, comprehensive, and cooperative planning process that follows 23 CFR 450.308 and the Commission's Public Participation Plan to develop the FY 2024 Unified Planning Work Program (UPWP), and

**WHEREAS**, the work tasks identified in the Commission's UPWP are in conjunction with the programs and planning emphasis areas of the Federal Highway Administration and Federal Transit Administration, and

**WHEREAS**, the Commission is utilizing Illinois Department of Transportation (IDOT) State Planning Funds for the \$233,816 non-federal match requirement and using MPO member jurisdiction FY 2024 dues for local funding, and

**WHEREAS**, the Commission is programming \$100,000 of the \$233,816 pot of FY 2024 local funding for the non-federal match requirement for the Safe Streets and Roads for All (SS4A) grant to develop a Comprehensive Safety Action Plan (CSAP) for the Tri-County region, and

**WHEREAS**, on March 15, 2023, the Technical Committee recommended to the Commission the adoption of the FY 2024 Unified Planning Work Program, which specifies the Scope of Work and Budget for FY 2024 transportation planning funds provided by the Illinois Department of Transportation, and

**WHEREAS**, the Commission has reviewed the FY24 Unified Planning Work Program.

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

The Tri-County Regional Planning Commission hereby adopts the FY 2024 Unified Planning Work Program for the period of July 1, 2023 to June 30, 2024, authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding, and programs \$100,000 of the MPO Membership Dues for matching the Safe Streets and Roads for All (SS4A) non-federal cost share.

Presented this 5th day of April 2023

Adopted this 5th day of April 2023

**ATTEST:**

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Don White, Chairman  
Tri-County Regional Planning Commission

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



# MEMORANDUM

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**TO:** Full Commission  
**FROM:** MPO Technical Committee  
**SUBJECT:** Section 5310 Project Application Information  
**DATE:** April 5, 2023

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**Action needed:**

To review and approve Section 5310 funding for the City of East Peoria's submitted project and pass along expiring 2021 funds to IDOT.

**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 followed both routes at different times in the past. This round, TCRPC recommends doing a combination of both.

**Tri-County's 5310 Call for Project Applications**

Tri-County opened a 45-day call for projects for these 5310 funds and received one application. As a courtesy to entities who may not have submitted in time, TCRPC staff extended the deadline by two days and received no additional applications. A summary of the submitted project is below:

East Peoria Pedestrian Crossing Engineering Phase I

The City of East Peoria submitted for Phase I Engineering for a pedestrian crossing at IL-116/Main Street and Mariners Way (near Jonah's Seafood House & EastPort Marina). There are currently no pedestrian signalized crossings or crosswalks here, and this is a busy intersection near a Route #20 ICC Express CityLink bus stop. The funding request is \$20,000 federal, with a \$5,000 local match (80%/20%).

**Available Funds**

Under Section 5310, Eligible Activities are broken down by the FTA into two categories: Traditional Section 5310 Projects and Other Section 5310 Projects. Traditional Section 5310 Projects for the Peoria-Pekin urbanized area (55% of the full FTA appropriation) are programmed by the state through IDOT’s CVP program. TCRPC only programs Other Section 5310 Projects (45% of the full appropriation), activities that were eligible under the New Freedom program (Section 5317) which was rolled into Section 5310 under MAP-21.

The amount of funds advertised in the Call for Projects was \$335,187. This sum consists of the following funding years and types within the FTA Section 5310 Program:

<b>Federal Fiscal Year/ Type</b>	<b>Full Appropriation</b>	<b>TCRPC Portion (45% of non-COVID funds)</b>	<b>Requested funding</b>	<b>Remaining Funding</b>
2021	\$255,217	\$114,847		\$114,847
2022	\$365,681	\$164,556		\$164,556
CRRSAA	\$43,892	\$43,892	\$13,108	\$30,784
ARPA	\$11,892*	\$11,892	\$11,892	\$0
<b>Total</b>		<b>\$335,187</b>	<b>\$25,000</b>	

\* This is the remaining funding leftover from the initial ARPA appropriation of \$43,892

*ARPA = American Rescue Plan Act of 2021*

*CRRSAA = Coronavirus Response and Relief Supplemental Appropriations Act of 2021*

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

**MPO Technical Committee Recommendation**

Within the total \$335,187 available, there is a combined sum of \$55,784 in CRRSAA and ARPA COVID relief funds available. These COVID funds allow up to 100% federal (0% local match). Since this East Peoria project is below that threshold, at \$25,000, TCRPC staff recommends requesting 100% federal funding for this project.

Additionally, the deadline to obligate Section 5310 Funds is two years after the appropriation year. Since the Federal Fiscal Year (FFY) 2021 appropriation funds will expire this year, TCRPC staff recommends passing these funds (\$114,847) to IDOT’s CVP Program. This is a statewide competitive program in which nonprofit and public agencies can apply for and receive vehicles to transport seniors, people with disabilities, and other such populations.

**RESOLUTION 23-64**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PROGRAM FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310: ENHANCED MOBILITY FOR SENIORS AND PERSON WITH DISABILITIES PROGRAM FUNDS.**

**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**, Commission is the Co-Designated Recipient for formula funds from the Federal Transit Administration (“FTA”) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program; and

**WHEREAS**, every federal fiscal year, the Commission, as the Co-Designated Recipient, is allocated FTA Section 5310 funds to be programmed for the “enhanced mobility of seniors and individuals with disabilities,” and

**WHEREAS**, FTA allocated the Commission \$114,847 in FY21, \$164,556 in FY12, and 43,892 in Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRSSA) Section 5310 funds, and the Commission has \$11,892 leftover in American Rescue Plan Act of 2021 (ARPA) funding; and

**WHEREAS**, the Commission opened a 45-day call for projects for these 5310 funds and received one application. As a courtesy to entities who may not have submitted in time, staff extended the deadline by two days and received no additional applications; and

**WHEREAS**, the Human Service Transportation Urban Committee and MPO Technical Committee reviewed and recommended funding the City of East Peoria submitted proact at 100% federal funding, use COVID-19 supplemental funding; and

**WHEREAS**, the Federal Fiscal Year 2021 (FFY 21) Section 5310 funding is expiring this calendar year due to a two-year deadline for appropriating funding. These expiring funds (\$114,847) are recommended to be passed to IDOT’s Consolidated Vehicle Procurement (CVP) Program. This is a statewide competitive program in which nonprofit and public agencies can apply for and receive vehicles to transport seniors, people with disabilities, and other such populations.

**THEREFORE, BE IT RESLVED BY THE COMMISSION AS FOLLOWS:**

That Commission accepts the MPO Technical Committee’s recommendation and programs \$25,000 of FTA Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program funds to the City of East Peoria and pass FFY 21 Section 5310 funding to the Illinois Department of Transportation Consolidated Vehicle Procurement Program.

Presented this 5<sup>th</sup> day of April 2023

Adopted this 5<sup>th</sup> day of April 2023

**ATTEST:**

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Don White, Chairman  
Tri-County Regional Planning Commission

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 23-65**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE FEDERAL HIGHWAY ADMINISTRATION FOR \$400,000 IN SAFE STREETS AND ROADS FOR ALL (SS4A) FUNDS AND EXECUTE A CONTRACT WITH A SELECTED CONSULTANT TO DEVELOP A COMPREHENSIVE SAFETY ACTION PLAN FOR THE TRI-COUNTY REGION OF PEORIA, TAZEWELL, AND WOODFORD COUNTIES FOR AN AMOUNT NOT TO EXCEED \$500,000.**

**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**, the Infrastructure Investment and Jobs Act (IIJA), also referred to as the Bipartisan Infrastructure Law or BIL, established the Safe Streets and Roads for All (SS4A) Discretionary Grant Program with \$5 billion in appropriated funds for Federal Fiscal Years 2022-2026 to support the U.S. Department of Transportation's goal of zero deaths and serious injuries in our nation's roadways; and

**WHEREAS**, the SS4A Discretionary Grant funds are awarded on a competitive basis to support planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injuries on roads and streets involving all users through the development or updating of a Comprehensive Safety Action Plan (CSAP), conducting supplemental planning activities for a CSAP, or implementing projects identified in a CSAP; and

**WHEREAS**, the development of a qualifying CSAP will better position the tri-county region to pursue implementation grants through the SS4A future funding cycles, and to pursue other transportation grants, such as the Highway Safety Improvement Program (HSIP); and

**WHEREAS**, it is in the interest of public safety and the ultimate goal of zero fatalities and serious injuries that a CSAP is developed for the Tri-County region of Peoria, Tazewell, and Woodford counties in Central Illinois because one death on our roadway network is one too many; and

**WHEREAS**, the Commission applied for and received \$400,000 in federal SS4A funding through the Federal Highway Administration (FHWA), requiring a \$100,000 non-federal cost share, for a total project cost of \$500,000; and

**WHEREAS**, the Commission programmed \$100,000 of the \$233,816 pot of FY 2024 MPO membership dues for the SS4A local cost share requirement.

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

That the Commission authorizes its Executive Director to enter into an Intergovernmental Agreement with the Federal Highway Administration for up to \$400,000 and to execute a contract with the selected consultant to coordinate and conduct the planning process that satisfies the requirements of the grant for an amount not to exceed \$500,000.

Presented this 5th day of April 2023

Adopted this 5th day of April 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission