



# TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

## **EXECUTIVE BOARD MEETING**

**456 Fulton St. Suite 401**

**Peoria, IL 61602**

**Greg Menold, CHAIRMAN**

**(Chuck Nagel, Camille Coates, Russ Crawford, Rita Ali, Autum Jones, John Kahl, and Danny Phelan**

***Monday, November 20, 2023***

***9:00 a.m.***

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

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

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

**United States: +1 (408) 650-3123**

**Access Code: 291-023-189**

## **AGENDA**

1. Call to Order
2. Roll Call
3. Public Input
4. Motion to approve October 16, 2023 minutes
5. Executive Director report
6. Update on Employee Handbook
7. Discussion and recommendation to Commission, Appointment of Commission Representative to the Illinois Waterway Commission
8. Discussion and recommendation to Commission, execution of a contract with a selected consultant to assist staff with developing an Electric Vehicle Charging Station federal grant application
9. Other
10. Adjournment



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**Greg Menold, CHAIRMAN**

**(Chuck Nagel, Camille Coates, Russ Crawford, Rita Ali, Autum Jones, John Kahl, and Danny Phelan**

***Monday, October 16, 2023***

***9:00 a.m.***

## Minutes

1. Call to Order

Chairman Greg Menold called the meeting to order at 9:00 am

2. Roll Call

Present: Greg Menold, Chuck Nagel, Camille Coates, Autum Jones, and John Kahl . Virtual: Russ Crawford. Absent: Rita Ali and Danny Phelan. Staff present: Eric Miller, Debbie Ulrich, Ray Lees, and Debbi La Rue

3. Public Input- none

4. Motion to approve August 21, 2023, minutes.

Chuck Nagel moved to approve the August 21, 2023, minutes and John Kahl seconded. Motion carried.

5. Executive Director report

Eric Miller reported on the following:

- Safe streets grant.
  - Will have final interviews soon- January is kick off.
- Updated on Active Transportation Plan

6. Discussion of Thriving Communities- Notice of Funding Opportunity (NOFO)

- Eric Miller mentioned this is Bi-Partisan. He wants the Commission to be aware of the work that will need to be done. It is 100% funded with no local funding needed.
- Debbi La Rue explained the NOFO.
  - The TCP includes three types of funding opportunities, two of which may benefit TCRPC's member communities: Thriving Communities Regional Pilot Program (TCP-R) and Thriving Communities Program (TCP). Both programs are competitive and offer capacity building and technical assistance to communities seeking to develop pipelines of community-driven transportation projects.
  - Our next steps if for Tri-County staff to reach out to members and municipalities within Peoria, Tazewell, and Woodford counties to identify opportunities and to refine the application scope accordingly. Dependent on feedback, TCRPC staff

would then prepare TCP-R and/or TCP grant applications through the following processes.

- TCP-R

TCRPC staff would identify a competitive group of interested municipalities and at least two key community partners and seek Letters of Support.

Applications for the TCP-R program must be submitted by November 28, 2023.

- TCP

TCRPC staff, acting as the Lead Applicant, would submit a Letter of Interest describing specific needs for capacity building, comprehensive planning, and technical assistance by November 15, 2023.

- Eric Miller added this aligns with what we do.
- Chuck Nagel said to go forward, and John Kahl concurred.
- Debbi La Rue added she will have meeting with Reema Abi-Akar and Michael Bruner to discuss further.
- Camille Coates added to be flexible and just do TCP.
- Debbi La Rue said she will meet with staff to discuss internal evaluation.

7. Discussion of EV Charging Station NOFO Regional application

- Eric Miller updated we had an information meeting with stakeholders (2nd application). There was mild interest in moving forward. He recommends pursuing it. He would like 10 letters in context to proceed.
- John Kahl mentioned there needs to be change in the dynamics of the chargers. Local areas need to be compensated for having them.
- Eric Miller then proceeded to explain the new charging stations and dynamics.
- Camille Coates asked what the deal is for having one at your store? What is the deal for the businesses?
- Executive Board agrees to continue but to get the answers that are concerning.

8. Update on Employee Handbook

- Eric Miller updating that we are waiting for a response from IMRF on information Peoria County has. He stated he is pressing IMRF for the information. Has some issues that need to be resolved.
- Chuck Nagel said that Woodford County is a go for IMRF.
- Camille Coates of Peoria County just wants bases covered.
- Greg Menold said that Tazewell is in favor but would like more information and risk explanation of assets & liabilities.

9. Other

- Greg Menold mentioned that TCRPC had 2 finalists Michael Bruner and Ray Lees nominated for Planner of the Year at IDOT meeting. Ray Lees won. He congratulated all staff.

- Eric Miller mentioned that Gavin Hunt that is also in the Reserves- Army National Guard will be leaving in February. He will be in Monterey, CA for linguist capacity duty.
- Eric Miller updated the Fall Panning Conference layer of STBG money claims has short changes in layer of MPO's. Do we want to be a part of this conversation or just stand by and say we are happy with what we have. Eric feels they are fair with the money.
- Eric Miller said that October Technical meeting is cancelled and that November, Ways & Means and Commission is also canceled.

#### Adjournment

Camille Coates moved to adjourn at 9:56 am and Autum Jones seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

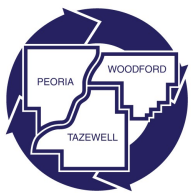
Debbie Ulrich, Office Administrator

**To: Members of the Commission**  
**From Eric W. Miller, Executive Director**  
**Date November 14, 2023**

**Subject: Executive Director Report for October November 2023**

Project	Activity	Status
Administrative		
Headlines	Met with Stakeholders re Regional EV Charging Station grant application	Ongoing
	Working on Regional Priority Process	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Submitted Regional Brownfield grant application to EPA	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	Ongoing
	Developing transportation dashboard	Ongoing
	Continued research on Employee Benefits	Ongoing
	Attended IDOT fall Planning Conference	Ongoing
	Researched Thriving Communities Program from USDOT	Ongoing
	Presented to Tri-County Mayors Assoc.	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	Work underway	
Watershed Planning	Coordination with IEPA regarding Kickapoo Creek Watershed contract	Ongoing
Hazard Mitigation Plan	Peoria County plan is adopted, Taz Wood plans: Work is completed, FEMA approval pending,	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
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	FY 24 Transportation Improvement Program is adopted	Ongoing
	Creation of web based TIP document application	Ongoing
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
FY24		
Project selection is complete	Developing RFQ's for selected projects	Ongoing

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
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
FY 24 State Planning and Research Funding	Application Submitted to IDOT, Awarded Project, contract development underway	Ongoing
HSTP/Transportation		
5310 program Grant	Issued Call for projects	Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing



# TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

**DATE: November 20, 2023**

**SUBJECT: Amendments to the Employee Handbook**

**ACTION NEEDED BY PERSONNEL COMMITTEE:**

- Discuss proposed amendments to the Employee Handbook
- Make recommendation to Full Commission

**BACKGROUND:**

Over the past two years, employee attraction and retention has been a priority with the Commission. The Commission has taken considerable steps to make the Commission an employer of choice as it comes to recruitment of professional staff. As a part of the overall employee recruitment and retention strategy, I, in consultation with staff, have reviewed the employee handbook and make the following recommendations to adjust employment policies and benefits of the Commission.

Retirement benefit-One policy that we have discussed at the Executive board level and the Full Commission to a lesser extent is the retirement benefit of the Commission. The Commission's current benefit offers employees a 457b plan to which the Commission makes a defined contribution. The recommendation is to have the commission join the Illinois Municipal Retirement Fund (IMRF). Joining IMRF would set the Commission equal to its peers as well as all Counties and Municipalities in the State of Illinois. This would be of benefit in retention as well as attraction of new employees. There are budget implications which have been considered in the development of the FY 24 budget.

Other policies that I have reviewed and recommend changes include:

- ADA Policy with Reasonable Accommodations (pg. 10)
- Gifts Policy (pg. 16)
- Disability Insurance (pg. 33)
- Flexible Holidays (pg. 47)
- Office Emergency Action Plan (pg. 50-51)
- Work from home policy (pg. 54)
- Business Meal Policy (pg. 55)

All existing and proposed policies can be found in the following document that staff have prepared for your review.

# Recommended Employee Handbook Updates November 2023

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Note that anything highlighted in blue represents a suggested change.



## ADA Policy with Reasonable Accommodations (pg. 10)

The Tri-County Regional Planning Commission is committed to providing access and reasonable accommodation in its services, activities, programs, and employment opportunities. The Commission complies with the Americans with Disabilities Act and all other applicable federal, state, and local laws regarding disability discrimination and accommodation. To request an accommodation based on a disability, employees can contact the office manager or their immediate supervisor.

Reasonable accommodations are available for qualified employees with known disabilities. For purposes of this policy, a disability is any physical or mental impairment that substantially limits a major life activity. An employee is qualified if they can perform essential job functions with or without reasonable accommodation.

A reasonable accommodation is a modification or adjustment of an employee's job or work environment that enables that employee to perform essential job functions or enjoy the same employment benefits and privileges as similarly situated employees without disabilities. Examples of reasonable accommodations include: modifying a workspace to make it wheelchair accessible, providing screen reading software, or adjusting an employee's work schedule to accommodate medical appointments. The Commission does not provide accommodations of a personal nature, such as eyeglasses or hearing aids.

The Commission is committed to providing accommodations so long as accommodations do not place an undue hardship on Commission operations or pose a threat to the health or safety of employees in the workplace.

The Tri-County Regional Planning Commission will actively engage in an interactive process with employees who request accommodations to determine what, if any, accommodation can be provided. The Commission aims to process requests for accommodations in a prompt and efficient manner.

## Gifts Policy (pg. 16)

The Commission requires all employees to only use lawful practices involving payments to customers, political parties, officials, candidates or governmental authorities. As a result, kickbacks and bribes offered with the intent of inducing or rewarding specific buying decisions or actions are strictly prohibited. No Commission employee may offer to make direct or indirect payments of value in the form of compensation, gifts or contributions to any of the following:

- Persons or firms employed by or acting on behalf of a customer (private or governmental) for the purpose of rewarding favorable actions in a transaction.
- Any governmental officials, political parties or officials of a party or candidate for political office, for the purpose of rewarding favorable actions or influence of the official, party or candidate.

These restrictions are not applicable to ordinary, reasonable business entertainment expenses and gifts of no substantial value. Management should exercise sound judgment and discretion with regard to controlling and authorizing these business expenses on a regular basis.

According to the [US General Services Administration](#), a **gift** is considered to be anything of monetary value. Examples include gratuities, favors, discounts, entertainment, hospitality, loan, forbearance (forgiveness of a loan), services, training, transportation, travel, meals, lodging, etc.

An employee shall not, directly or indirectly, solicit or accept a gift from a prohibited source or a gift that is offered because of the employee's official position. Under the \$20 rule, an employee may accept an unsolicited gift of \$20 or less per occasion and no more than \$50 in a calendar year from one person. If the market value of a gift offered on any single occasion exceeds \$20, the employee may NOT pay the excess value over \$20 in order to accept the gift.

For example, if Tim was offered a \$55 item by a prohibited source, he could not apply the \$20 rule to the gift and pay the other \$35 to account for the total \$55.

For more information about employees accepting gifts, refer to the [US General Services Administration](#) SmartPay guidance.

## Employee Retirement Plan (pg 34)

### 457 DEFERRED SAVINGS/SALARY REDUCTION PLAN

All full-time employees participate in the Commission sponsored retirement plan administered by Nationwide Retirement Systems. For the first ten years of employment, five percent (5%) of monthly gross earnings will be contributed by the Commission to the account of each full-time employee. After ten years of employment the Commission's contribution will increase to 7%. The ten years employment will be calculated from date of employment and will include all approved leaves of absence. For vesting purposes, you are considered to have completed one (1) year of service upon the completion of 1,000 hours of service at any time during your employment year. The vesting schedule is 1 year of service, 10%, 2 years of service 25%, 3 years of service 45%, 4 years of service 70% and 5 years of service 100%. In addition, all full time employees are eligible to contribute tax deferred income into the retirement plan.

### ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

The Commission provides Retirement, Disability and Death Benefits to all full-time employees through Illinois Municipal Retirement Fund (IMRF).

The Illinois Municipal Retirement Fund (IMRF) provides employees of local governments and school districts in Illinois with a system to pay retirement annuities and disability and death benefits. These benefits are in addition to any benefits provided by Social Security. By working for the Commission, IMRF law authorizes and directs the Commission, as a condition of employment, to make deductions from the employee's earnings. The Commission also contributes to the IMRF program on the employee's behalf.

Employees are considered an IMRF participating member if their job requires 1000 or more hours in a year and they are less than 70 years of age at the time the employee was initially employed in a position covered by IMRF.

NOTE: This policy is only a general overview of IMRF and does not attempt to explain all of the rules and regulations set forth by IMRF. Anyone who has a question concerning IMRF benefits should see the [www.imrf.org](http://www.imrf.org) website or call IMRF Member Services at 1-800-ASK-IMRF (1-800-275-4673).

All decisions concerning IMRF will be made by IMRF and will be final.

### 457 DEFERRED SAVINGS PLAN

All employees have the option to enroll in the 457 Plan made available through Nationwide Retirement Solutions. The 457 Plan is similar to a 401K plan in private industry. Employees select the dollar amount they wish to have deducted from their paycheck, pretax and also decide how they would like their funds to be distributed. The Nationwide Retirement Solutions representatives are available to discuss retirement options with employees.

## Disability Insurance (pg. 33)

Eligibility: From Date of Full-time Employment the Commission full-time employees are covered, without cost to them, under a loss of time disability insurance plan.

Employees who have a medical certification of a disability which may extend for 30 calendar days or more could be eligible for disability benefits under the Illinois Municipal Retirement Fund (see IMRF Disability Benefits).

Generally, you are eligible for monthly payments up to 50% of your monthly earnings if you—

1. Have at least 12 consecutive months of service credit,
2. Are disabled for more than 30 days,
3. Are unable to perform duties assigned by your employer because of illness or injury, and
4. are not receiving any earnings from any IMRF employer

IMRF's Member Disability Checklist, available from [www.imrf.org](http://www.imrf.org), can guide you through the disability application process.

Disability benefits may be payable for any injury or illness whether work-related or not.

If your application for IMRF disability benefits is approved, while you are receiving disability benefits, you:

- Continue to earn IMRF service credit as if working (no cost to you),
- Continue to be covered by IMRF death benefit protection,
- Receive monthly disability benefit payments equal to 50% of your average monthly salary based on your salary for the 12 months prior to the month you became disabled.
- Are assured that your future pension would be based on your full salary, not your reduced disability benefit.

For a complete explanation of your disability benefits, contact IMRF at 1-800-ASK-IMRF (1-800-275-4673) and request a copy of the IMRF Disability Benefits booklet.

## Flexible Holidays (pg. 47)

The Commission recognizes eleven paid holidays per year as follows:

New Year's Day

Thanksgiving

**President's Day**

**The day after Thanksgiving**

**The Friday before Easter**

**Christmas Eve Day**

Memorial Day

Christmas

July 4th

**New Year's Eve Day**

Labor Day

If a holiday falls on a Saturday, it will be observed on the preceding Friday. Those which fall on a Sunday will be observed on the following Monday. If a holiday occurs during your vacation period, you will be paid for the holiday and will not be charged with a vacation day for the day that the holiday is observed.

Commission employees have the option to flex five out of 11 their holidays at the discretion of their immediate supervisor. The flexible holidays are shown in **bold** above. This means that staff have a choice to work on a Commission holiday and take a different working day off in its place, as a holiday, at a different date. To flex a holiday, a staff member must request permission from their supervisor in advance and use the flexed holiday within the same fiscal year.

## Office Emergency Action Plan (pg. 50-51)

In the event of an emergency where staff is no longer safe in the Tri-County office, employees should follow these listed procedures:

### **Responsible Parties:**

- For any emergency evacuation event, the Office Manager is responsible for making sure all individuals in the office are accounted for and understand where to meet after leaving the office. If the Office Manager is not present, the Executive Director is the responsible party; if the Executive Director is not present, the Planning Program Manager is responsible, etc. This will follow the administrative order of Tri-County employees as needed.
- If guests are visiting the Commission offices for a meeting or any other reason, the individual in charge of the meeting is responsible for ensuring that all guests are accounted for and understand where to meet.

### **Policies and Procedures During Evacuation:**

- Individuals should take only their essential belongings with them in the event of an office evacuation.
- Once individuals have left the building in an evacuation, no one should re-enter the building for any reason until emergency personnel, building management personnel, or others in charge of the emergency situation give an all-clear signal and/or verbal command.
- All individuals should take the stairs in an evacuation situation and avoid the elevators. If an individual is unable to take the stairs, ensure that others can assist them in doing so to the best of their ability.
- After all individuals have evacuated the office, everyone should stay together and ensure that the responsible party knows where they are at all times.

### **Meeting Locations**

- In case of fire, all individuals in the office should take the stairs to the first floor, exit the building, and cross the street to meet in front of City Hall.
- In case of tornado, all individuals in the office should take the stairs to the P1 level of the parking deck on the Fulton Street side.

## Work from home policy (pg. 54)

Employees are able to work from home if their job duties permit it and at the discretion of their supervisor. It is the employee's responsibility to contact their supervisor to request permission and receive direction prior to the request. Reasons to work from home include but are not limited to family obligations, extreme weather, emergencies, and medical reasons. Other reasons for working from home depend on employees' and managers' judgement.

## Business Meal Policy (pg. 55)

Employees will be reimbursed for reasonable and actual expenses for meals incurred while on business trips away from their normal business hours. All original receipts must be included with the employee's travel and expense report. Any employee expense report received without the receipts will be returned to the employee. Reasonable meal expenses are defined in the [US General Services Administration](#).

The guideline for reimbursement of tips on business meals is 20 percent.

Alcohol will not be reimbursed.





October 25, 2023

Eric Miller  
Executive Director  
Tri-County Regional Planning Commission  
456 Fulton Street, Suite 401  
Peoria, IL 61602

Re:

1. Special Districts: (70 ILCS 1816/) Illinois Waterway Ports Commission Act.
2. Special Districts: (70 ILCS 1807/) Heart of Illinois Regional Port District Act.

Dear Eric,

Request that the Tri-County Regional Planning Commission appoint a member of the board to serve as a member of the Illinois Waterway (ILWW) Ports Commission. This request is per reference 1. Please provide your board member's name and contact information to Chris Smith ([chris.smith@ilwwports.com](mailto:chris.smith@ilwwports.com)) NLT 5 December 2023.

Re 1, the Illinois Waterway Ports Commission initial board meeting is scheduled for Jan 11, 2024. An agenda is published prior to the initial board meeting.

Location: Illinois Waterway Visitor's Center located at Starved Rock Lock and Dam at 950 N 27<sup>th</sup> Rd, Ottawa, IL 61350.

Time: 10:00-11:30

The Heart of Illinois Regional Port District makes this request, per ref 1.

We appreciate Tri-County Regional Planning Commission consideration of this request by the Port District's Board of Directors.

Sincerely,

Dan Silverthorn  
Chairman of the Board  
Heart of Illinois Regional Port District (TransPORT)  
456 Fulton St  
Peoria, IL 61602

AN ACT concerning local government.

**Be it enacted by the People of the State of Illinois,  
represented in the General Assembly:**

Section 1. Short title. This Act may be cited as the Illinois Waterway Ports Commission Act.

Section 5. Creation; membership; administrative support.

(a) The Illinois Waterway Ports Commission is hereby created. The Commission shall exercise jurisdiction with respect to the duties and powers delegated to it under this Act within the following port districts and counties: the Seneca Regional Port District, the Ottawa Port District, the Illinois Valley Regional Port District, the Heart of Illinois Regional Port District, and the Havana Port District and Fulton, Mason, Tazewell, Peoria, Woodford, Marshall, Putnam, Bureau, LaSalle, and Grundy counties.

(b) The Commission shall consist of the following 9 appointed members:

(1) a member of the Board of the Seneca Regional Port District, appointed by the Chairperson of the Board;

(2) a member of the Board of the Ottawa Port District, appointed by the Chairperson of the Board;

(3) a member of the Board of the Illinois Valley Regional Port District, appointed by the Chairperson of

the Board;

(4) a member of the Board of the Heart of Illinois Regional Port District, appointed by the Chairperson of the Board;

(5) a member of the Board of the Havana Regional Port District, appointed by the Chairperson of the Board;

(6) a member from a not-for-profit organization that assists with local government planning within the northern territory of the Commission, appointed by the majority vote of the chairpersons of the Seneca Regional Port District, Ottawa Port District, Illinois Valley Regional Port District, Heart of Illinois Regional Port District, and Havana Regional Port District;

(7) a member appointed by the Tri-County Regional Planning Commission from the Tri-County Regional Planning Commission;

(8) a member from a not-for-profit organization that assists with local government planning within the southern territory of the Commission, appointed by the majority vote of the chairpersons of the Seneca Regional Port District, Ottawa Port District, Illinois Valley Regional Port District, Heart of Illinois Regional Port District, and Havana Regional Port District;

(9) a member that is recommended by the Chairperson of the Board of the Heart of Illinois Regional Port District and appointed by the majority vote of the chairpersons of

the Seneca Regional Port District, Ottawa Port District, Illinois Valley Regional Port District, Heart of Illinois Regional Port District, and Havana Regional Port District.

The members shall be appointed no later than 90 days after the effective date of this Act. The members shall hold office for a period of 6 years, or until a successor has been appointed, and the members shall serve without compensation. At the expiration of the term of an appointed member, the person, organization, chairperson, or chairpersons who appointed the member shall appoint a successor who shall hold office for 6 years or until a successor has been appointed.

(c) The members of the Commission shall elect a chairperson of the Commission for a 2-year term after all the members are selected. A member of the Commission shall not serve more than 2 terms as chairperson.

(d) If a vacancy occurs in the Commission membership, the vacancy shall be filled in the same manner as the original appointment for the remainder of the unexpired term.

(e) The Commission shall meet no less than once a year.

(f) The Heart of Illinois Regional Port District shall provide administrative support and other support to the Commission.

Section 10. Duties. The Commission has the following duties:

(1) to coordinate and synchronize common efforts and

initiatives within the areas over which it has jurisdiction under this Act in order to enhance the reporting and benefits of statistical data;

(2) to make recommendations to the Governor, the General Assembly, Congress, and federal agencies on regional issues that impact multimodal transportation, economic development, environmental sustainability, and climate resiliency within the areas over which it has jurisdiction under this Act;

(3) to coordinate and synchronize common efforts and initiatives with the Mid-America Port Commission and the Joliet Regional Port District;

(4) to coordinate and synchronize federal activities associated with the nonfederal sponsorship and development of the M-55 Illinois-Gulf Marine Highway; and

(5) to request funding or assist in requesting funding, as it deems necessary, for those areas over which it has jurisdiction under this Act.

#### Section 15. Powers.

(a) The Commission may request funding from any federal, state, municipal, or local government or any other person or organization for purposes of the Commission within the Commission's jurisdiction. The individual port districts within the Commission's jurisdiction retain authority to request funding from any federal, state, municipal, or local government or any other person or organization for purposes of

the individual port districts within the Commission area.

(b) The Commission may enter into a memorandum of understanding or intergovernmental agreement with the State, a unit of local government, or a federal governmental organization in the performance of its duties. The Commission may not exercise control over a operation of a port district established by any other law except by voluntary agreement between the port district and the Commission.

(c) The Commission may perform any other act that may be useful in performing its duties under Section 10 or powers under this Section.

Section 99. Effective date. This Act takes effect upon becoming law.



## Illinois Waterway Ports Commission

**The Illinois Waterway (ILWW) Ports Commission Act** was unanimously passed by both houses of the Illinois Legislature on May 11th and signed by the Illinois Gov. J.B. Pritzker on June 30th, 2023.

**GOAL of the Commission:** Develop a Regional Inland Port to serve Central and North Central Illinois that protects the integrity of the supply chain and can successfully attract increased (and long overdue) government and private business investment to the region and ensure we have modern, dependable, and safe access to global markets. The Commission also supports regional economic development and sustainability goals.

**THE ISSUE to Solve:** There is currently over \$1.5 Billion in projects now authorized by Congress for construction in the 10-County Illinois Waterway Ports Commission Area. But the region is at risk of losing access to these funds without a strong nationally ranked regional port advocate.

**THE SOLUTION:** Build on the recent success of the Heart of Illinois Regional Port District (HIRPD) to take the actions necessary (legislative, budgetary, and operational) to ensure Illinois qualifies for all available state, federal and nonprofit organization funding and that the port system has the staff and operational resources to pursue and utilize that funding.

**The ILWW Ports Commission** is the only organization that can successfully implement a broad program to secure the federal funding that is available. The priority for the Commission will be securing funding through existing federal, state, and other programs for multi-modal transportation and natural infrastructure.

**The ILWW Ports Commission is an economic enabler.** Per Illinois Department of Transportation, it is estimated that marine cargo activity being handled within the ILWW Ports Commission directly or indirectly supports **32,648 jobs** within the state. These workers earn an estimated **\$2.8 billion in wages** and contribute approximately **\$3.3 billion towards State GDP**. The activity enabled comes from shippers across the state making use of facilities within the ILWW Ports, as well as the services supporting their movement of goods.

The Commission is a regional port and an economic development engine encompassing 10 counties, 5 state ports and 3 regional planning agencies. This benefits the Illinois River Basin which includes 90% of the state's population, 46% of the state's agricultural production and 44% of the state's land area.

A major goal of the ILWW Ports Commission is to reduce grain and agriculture product transportation and export costs to directly benefit farmers in Central and North Central Illinois.

### **The ILWW Ports Commission will:**

- 1) Represent the interests of the region as a federally recognized multi-modal port;
- 2) Support regional marketing and economic development efforts;
- 3) Raise the region's profile to improve regional, national and global competitiveness;
- 4) Give a competitive edge to attract a wide range of public and private investment;



- 5) Create a regional multi-modal transportation infrastructure identity;
- 6) Better serve the State of Illinois and all communities as an economic development tool within the region.

#### Proposed initial focus of the ILWW Ports Commission:

- ☐ Approve By-Laws and direct the development of an initial Commission unified vision;
- ☐ Develop a Regional Port Master Plan;
- ☐ Coordinate a unified (local and regional) request for increased federal funding opportunities [USACE, USDOT (MARAD), USEDA, USDA, EPA], and state and nonprofit investments;
- ☐ Request and advocate for FY25 state funding for the Commission;
- ☐ Coordinate and synchronize common efforts and initiatives on the larger Illinois Waterway;
- ☐ Coordinate and synchronize federal activities associated with the nonfederal sponsorship of the M-55 Illinois-Gulf Marine Highway;
- ☐ Sign a MOU with the region's largest trading partner (Ports of Louisiana);
- ☐ Support the creation of new and / or expansion of existing waterborne commerce and river-related companies, businesses, and industries in the HIRPD and the ILWW Ports;

### Illinois Waterway (ILWW) Ports Commission

#### Major Cities

Peoria Metropolitan Area  
Ottawa

#### Ports (State Recognized)

Havana Regional Port (2311)  
Heart of Illinois Regional Port (2312)  
Illinois Valley Regional Port (2313)  
Ottawa City Port (7712)  
Seneca Regional Port (7710)

#### Metropolitan Planning Organization

Tri-County (Primary Applicant)

#### Regional Planning Agencies (See Map)

North Central Illinois  
Tri-County  
Western Illinois

#### USACE (Corps) ILWW Project Office

Peoria

#### Supporting USCG (Coast Guard) Office

Peoria

#### Illinois Waterway Visitors Center

Starved Rock Lock and Dam (Ottawa)

#### Lead Resource Supt Agency (Western IL Univ)

Institute for Rural Affairs (Plus)

