



## 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., February 1, 2023**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., February 1, 2023**

**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, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
  - Active/Alternative Transportation - Mark Fenton
- 4. Motion to approve December 7, 2022 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
  - a. Motion to approve November and December 2022 Financial Statements and Billings (Resolution 23-41)
  - b. Motion to approve Morton Community Bank signatories (Resolution 23-46)
- 8. Administration**
  - a. Motion to approve Resolution in Recognition and Appreciation of Distinguished service by Donald Z White to the Tri-County Regional Planning Commission (Resolution 23-49)
  - b. Motion to approve Resolution in Recognition and Appreciation of Distinguished service by Andrew Rand to the Tri-County Regional Planning Commission (Resolution 23-54)
  - c. Motion to adopt the Slate of Officers, Executive Board, Committee Chairpersons, and members for a period from February 1, 2023-June 30, 2023 (Resolution 23-45)
  - d. Motion to approve Promotion(s) in place (Resolution 23-47)
  - e. Motion to approve Employee Health Insurance package (Resolution 23-42)
  - f. Motion to approve Executive Director to enter agreement for General Liability, Property, Commercial Auto, Crime, Workers Comp., Professional Liability, & Commercial Umbrella Insurance (Resolution 23-43)
  - g. Motion to approve Executive Director to renew the contract to the Cleaning Source for janitorial service (Resolution 23-44)
- 9. Planning**
  - a. Motion to approve the Human Services Transportation Plan document (Resolution 23-48)  
<https://tricountyrpc.org/wp-content/uploads/HSTP-Draft-Plan-2022.pdf>
  - b. Motion to approve Amendment 1 to the Long-Range Transportation Plan 2045 (Resolution 23-51)  
<https://tricountyrpc.org/public-comment-lrtp-amendment/>
  - c. Motion to approve Transportation Program Amendments - Attachment (Resolution 23-50)
    - i. Project C-25-01 Cloverdale Road Preservation
    - ii. Project TZ-25-01 Parkway Drive Preservation
    - iii. Project WC-26-01 Santa Fe Trail Preservation
    - iv. Project PEO-21-02 Adams Street and Jefferson Street Signal Upgrades
    - v. Project S-23-11 Motorist Caused Highway Damage Repairs
    - vi. Project S-23-12 Traffic Signal Upgrades
  - d. Motion to authorize entering into MOUs for Special Transportation Studies Cost Share (Resolution 23-52)
  - e. Motion to authorize entering into an IGA with the IEPA for Section 319 funding (Resolution 23-53)
- 10. Updates**
  - a. Section 5310 Call for Projects  
<https://tricountyrpc.org/funding-programs/fta-section-5310/>
  - b. Transportation Alternatives
  - c. IDOT
  - d. FHWA
- 11. Other**
- 12. 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: 8:00 a.m., December 7, 2022**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., December 7, 2022**

## **MINUTES**

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

Chairman Don White called the meeting to order at 9:00 AM

### **2. Roll Call**

| Commissioner                             | P | A | Commissioner                         | P | A |
|--|---|---|--------------------------------------|---|---|
| <b>Mike Hughes</b><br>Chillicothe        | x |   | <b>Leon Ricca</b><br>Bartonville     |   | x |
| <b>Rita Ali</b><br>City of Peoria.       |   | x | <b>Nate Parrott</b><br>Morton        |   | x |
| <b>Patrick Urich</b><br>City of Peoria   | x |   | <b>Autum Jones</b><br>Woodford Co    | x |   |
| <b>Rick Powers</b><br>City of Peoria     | x |   | <b>Chuck Nagel,</b><br>Woodford Co.  | x |   |
| <b>Ron Talbot</b><br>Creve Coeur         | x |   | <b>Andrew Rand,</b><br>Peoria Co.    |   | x |
| <b>John Kahl</b><br>East Peoria.         | x |   | <b>Don White</b><br>Peoria Co.       | x |   |
| <b>Ann Sasso,</b><br>Germantown<br>Hills | x |   | <b>Russ Crawford</b><br>Tazewell Co. | x |   |
| <b>Mike Phelan,</b><br>Peoria Heights    |   | x | <b>Greg Menold,</b><br>Tazewell Co.  | x |   |
| <b>Mark Luft</b><br>City of Pekin.       |   | x | <b>Don Knox</b><br>CityLink          |   | x |
| <b>Gary Manier,</b><br>Washington        | x |   | <b>Karen Dvorsky,</b><br>IDOT        |   | x |
| <b>James Dillon</b><br>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. Also present: Brandon Geber- IDOT, and Garrett Kerr- Martin Hood LLC, Mike Huddelson- IDOT

### **3. Public Input-none**

### **4. Motion to approve November 2, 2022, Commission minutes**

Greg Menold moved to approve November 2, 2022, Commission minutes and John Kahl seconded. Motion carried.

**5. Chairman report**

Wished everyone Happy Holidays

**6. Executive Director report**

Eric Miller updated on the following:

- Working on grant application for Kickapoo Watershed. We are seeking stakeholders
- Brownfield Program- Chris Setti is working with EPA to bring funds to our area.
- Brandon Geber-IDOT mentioned we are going to look into purchasing data for state MPO's

**7. Public Meeting – Long-Range Transportation Plan (LRTP) 2045 Amendment – Handout**

Russ Crawford moved to open Public Meeting- Long Range Transportation Plan (LRTP) 2045 Amendment and John Kahl seconded.

- Michael Bruner explained the LRTP corrections and the amendments
- Greg Menold asked for a final list and Michael Bruner said projects could be added.

Patrick Urich moved to close Public Meeting and John Kahl seconded. Motion carried.

**8. Ways and Means Report**

**a. Motion to approve October 2022 Financial Statements and Billings (Resolution 23-36)**

Chuck Nagel moved to approve October 2022 Financial Statements and Billings (Resolution 23-36) and John Kahl seconded.

Rebecca Eisele updated on the following:

- October resulted in a net surplus of approximately \$13k.
- Total Operating Cash at the end of the month was approximately \$798k. Cash decreased in October by (\$83k) compared to September.
- Accounts Payable at the end of the month was \$51,215, and there was \$50,891 in unpaid pass-through expenses as of the end of October. The remaining \$324 A/P balance was for regular monthly bills unpaid as of the end of the month.
- Current billing for October was \$140k, minus direct pass-through expenses of \$60k that were billed to customers, resulting in Operating Revenue of approximately \$81k.
- Total Expenses for October were \$127k, minus direct pass-through expenses of \$60k, resulting in Operating Expenses of \$68k.
- October had 21 regular working days, no paid holidays, and 69 hours of PTP were used by staff.
- October resulted in a net surplus of \$13k. Following our recent audit, we have reclassified the Joint Funding Contributions as Income rather than a Liability, So Fiscal Year 2023 has an adjusted net surplus of \$200k as of the end of October.

- b. Motion to approve Fiscal Year 2022 Audit (Resolution 23-37) – Handout  
Russ Crawford moved to approve Fiscal Year 2022 Audit (Resolution 23-37) and John Kahl seconded.

Garrett Kerr- Martin Hood LLC. reported on the following:

- Our audit procedures identified material misstatements of financial statement amounts provided to us by management. Subsequent to identifying the misstatements, we proposed, and management approved, adjusting journal entries, which have corrected the identified misstatements in the financial statements.
  - Recommendations
    - The Commission's management should record all adjusting journal entries necessary to report the account balances and transactions of the Commission prior to providing the trial balance summarization to the auditor for the annual financial statement audit.
    - If there are adjusting entries that management leaves knowingly for the auditor to calculate and record as a part of the audit, this fact should be made clear to the auditor prior to the engagement. In addition, a member of management possessing the necessary accounting skills, knowledge, or experience must review the adjusting journal entries and the supporting documentation and provide specific approval of the calculation and the drafted adjusting journal entries.
    - A material weakness finding related to material adjusting journal entries is reported for the fiscal year ended June 30, 2022.
- c. Russ Crawford asked if this has been identified before and Mr. Kerr said yes in last year's audit.
- d. Eric Miller replied Rebecca was hired in August of last year with then the audit was in September and then PPUATS TCRPC merger started. Moving forward we should avoid this. e. Russ Crawford asked how this merger affected the audit and Rebecca said funding. Motion carried.

## **9. Administration**

- a. Motion to approve Executive Director to enter into an Agreement with METEC to act as Responsible Entity for HUD Healthy Homes Grant (Resolution 23-39)  
John Kahl moved to approve Executive Director to enter into an Agreement with METEC to act as Responsible Entity for HUD Healthy Homes Grant (Resolution 23-89) and Patrick Urich seconded.

Michael Bruner reported on the following:

Tri-County staff assisted the Village of Peoria Heights, and METEC Resource Center in a grant application for the HUD Healthy Homes Program.

- METEC and the Village received \$2,000,000 to address and remediate health and safety issues in homes located in zip codes 61603, 61604, 61605, and 61616.

HUD requires a Responsible Entity to sign off on environmental reviews, and since METEC is a non-profit they are not eligible to function as a Responsible Entity.

- METEC is seeking a governmental entity that encompasses all four zip codes to function as the Responsible entity, in which the entity would take over the environmental review responsibilities.
  - METEC has requested the Commission to function as the Responsible Entity and provide the environmental review oversight for the duration of the 3-year grant.

METEC will compensate the Commission for all costs associated with acting as the Responsible Entity and providing environment review oversight services.

Motion carried.

## 10. Transportation

- a. Motion to approve Transportation Improvement Program Amendments (Resolution 23-38)
  - i. Project S-23-09 Bridge Preservation (Cleaning)

Greg Menold moved to approve Transportation Improvement Amendments (Resolution 23-38) and John Kahl seconded.

Michael Bruner explained this was added to the FY 2023 Program. The bridge washing is IDOT's annual contract to clean the major river crossings as part of their Major Bridge Preventive Maintenance program. Motion carried.

- ii. Project S-23-10 Bridge Preservation (Painting)

Michael Bruner explained this was added to FY 2023 Program. The bridge painting project is to preserve several bridges in the district by painting as part of the annual Bridge Paint program. Motion carried.

- b. Motion to approve Surface Transportation Block Grant (STBG) Preservation Set-Aside Projects (Resolution 23-40)

Michael Bruner mentioned there was an error on this resolution which should have the Woodford County Project Limits should state Lourdes Road to IL-116 not IL-29.

Chuck Nagel moved to approve Surface Transportation Block Grant (STBG) Preservation Set-Aside Projects (Resolution 23-40) and Greg Menold seconded.

- Michael Bruner updated there was approximately \$1.64 million available to program with STBG set-aside program.
- Held a call for projects earlier this year
- Established and STBG set-aside subcommittee
  - Nov. 2 subcommittee meeting
    - Participants: Wayne Aldrich, Paola Mendez, and Patrick Meyer
    - Each assigned scores in 5 categories:
      - Regional connector
      - Employment center
      - Transportation facility
      - Public facility
      - Project phasing

- Total points also include the applicants' self-scored subtotal
- Top projects
  - **Cloverdale Road** in Chillicothe
  - **Sante Fe Trail** in Woodford County
  - Broadway Road in Tazewell County
  - **Parkway Drive** in Tazewell County
- There will be \$163,680 remaining
  - The Subcommittee and Technical Committee is recommending preserving this money for future STBG Preservation Set- Aside Call for Projects

Motion carried.

## 11. Updates

### a. Regional Priority List

- Eric Miller said the Regional Priority List is meeting tomorrow at 9:00 AM. At Executive Board discussion was held looking into lobbyists and want your decision to do so.
- Don White said this could be a necessary evil
- Russ Crawford added why not have someone to lobby for you
- Don White mentioned to also look into a state representative
- Patrick Ulrich said it is an extension of your staff

### b. Future Call for Projects

#### i. Transportation Alternative Program

Michael Bruner updated on the following:

- Available TAP Funding is \$1,458,565:
  - FY21- \$293,959
  - FY22- \$576,352
  - FY23- \$588,254
- We aim to release the call for projects on January 18th

#### ii. Section 5310

Reema Abi-Akar reported on the following:

- 5310 FTA funding to increase the mobility of seniors and people with disabilities
  - Operations (50/50), and capital (80/20)
- We have \$272,021 total 5310 funds available, mainly from FFY21 and FFY22
- Up to \$55,784 of hem are from Covid funds that can potentially be funded up to 100% (preference is operational funding)
- We aim to release the call for projects on January 18th

### c. IDOT

Brandon Geber mentioned that he sent out meeting request for Carbon Reduction Program.

Russ Crawford asked for him to send out detail criteria to TCRPC. Brandon said he would.

- d. FHWA
- e. Acronyms  
Michael Bruner went over  
acronyms.

**12. Other**

- Ray Lees mentioned that some staff will start next year on giving a presentation of them self
- Ray Lees asked if there is anything you would to be in newsletter to notify him.

**13. Adjournment**

John Kahl moved to adjourn at 10:00 AM and Greg Menold seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Debbie Ulrich, Office Manager

**To: Members of the Commission**  
**From Eric W. Miller, Executive Director**  
**Date: January 11, 2023**  
**Subject: Executive Director Report for January 2023**

| Project  | Activity   | Status   |
|--|--|----------|
| Administrative   |  |          |
| Headlines  | Working on Regional Priority Process   | Ongoing  |
|  | Working with stakeholders and lead agency on guardrail HSIP project                            | Ongoing  |
|  | Monitored Federal Grants NOFO's  | Ongoing  |
|  | Working with members on support for federal grant programs                                     | Complete |
|  | Developing transportation dashboard  | Ongoing  |
|  | Kickapoo Creek 319 Grant award   | Ongoing  |
|  | HUD Healthy Homes grant implementation assistance Contract signed with                         | ongoing  |
|  | Worked with stakeholders and consulting team re: Passenger Rail Federal Grant Applications     | Ongoing  |
|  | Accepted resignation of Planner 1  | Ongoing  |
|  | Prep for Call for projects / Transportation Alternatives / FTA 5310                            | Ongoing  |
| Personnel  |  | Ongoing  |
|  | Semi-annual staff reviews ongoing  | Ongoing  |
|  | IMRF Cost Study underway   |          |
| 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  | 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  |
|  |  |          |
| Watershed Planning                                       | Submitted Scope of Work and IEPA 319 Grant Submittal for a Watershed plan in Kickapoo Creek WS | Ongoing  |
| Hazard Mitigation Plan                                   | Work has Commenced Meeting with Stakeholders   | Ongoing  |
|  |  |          |
| GIS Projects/ Asset Management                           |  |          |
| Village of Elmwood                                       | Dunlap   | Ongoing  |
| Washburn   | Peoria Heights   | Ongoing  |
| Minonk   | Village of North Pekin   | Ongoing  |
| Delavan  | Village of Washburn  | Ongoing  |
| North Pekin  | Peoria Park District   | Ongoing  |
| El Paso  | Tremont  | Ongoing  |
| Hollis Park District                                     | Hanna City   | Ongoing  |
| Chillicothe  | Creve Coeur  | Ongoing  |
| Bartonville  | Sidewalk Inventory   | Complete |
| Logan County GIS technical assistance                    | Signed Contract, work has commenced  | 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                       | Development of FY 23 Transportation Improvement Program  | Complete |
|  | Creation of web based TIP document application   |          |
|  | Processed FY 23 TIP Amendments   | Ongoing  |
|  |  |          |
| Intelligent Transportation Systems                       | Continued work on update to regional ITS architecture  | on hold  |
|  |  |          |
| Highway Safety Improvement Program Guardrails            | working with Stakeholders to identify project lead for implementation                          | 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 |
| 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 | Contract development with IDOT/ Consultant selection / project mobilization underway           | Ongoing  |
| Regional Community Planning                              | Signed Contract with IDOT/Consultant selection / project mobilization underway                 | Ongoing  |
|  |  |          |
| HSTP/Transportation                                      |  |          |
| 5310 program Grant                                       | work with 5310 Grant recipients to ensure commitment to project                                | Ongoing  |
| HSTP Plan  | Development of HSTP Plan/ Public review underway   | Ongoing  |
| HSTP meetings  |  | Ongoing  |



# December 2022 Financial Summary Full Commission

|                            | December-22 | November-22 | FY23 YTD |
|----------------------------|-------------|-------------|----------|
| <b>Net Income / (Loss)</b> | (15,189)    | 7,100       | 193,204  |

| Page 1&2 | Balance Sheet                        | December-22 | November-22 | Increase / (Decrease) |
|----------|--------------------------------------|-------------|-------------|-----------------------|
|          | Operating Cash                       | 918,180     | 868,969     | 49,210                |
|          | Joint Funding Account                | 342,921     | 281,104     | 61,816                |
|          | All Unrestricted and Restricted Cash | 1,289,055   | 1,177,640   | 111,415               |

|                            | December-22 | November-22 | Increase / (Decrease) |
|----------------------------|-------------|-------------|-----------------------|
| <b>Accounts Receivable</b> |             |             |                       |
| Total Accounts Receivable  | 175,410     | 257,308     | (81,899)              |
| Total Federal Receivables  | 108,431     | 121,309     | (12,878)              |
| Total State Receivables    | 23,633      | 27,245      | (3,612)               |
| Total Local Receivables    | 43,346      | 108,755     | (65,409)              |

|                                  | December-22 | November-22 | Increase / (Decrease) |
|----------------------------------|-------------|-------------|-----------------------|
| <b>Accounts Payable</b>          |             |             |                       |
| Total Accounts Payable at EOM    | 64,509      | 28,168      | 36,340                |
| A/P to be billed - Pass-throughs | 57,986      | 24,826      | 33,160                |
| A/P indirect costs               | 6,522       | 3,342       | 3,181                 |

## Page 3 Reference Statement of Cash Flows for Detail on Changes in Cash

| Page 4 | Income Statement                 | December-22 | November-22 | Increase / (Decrease) |
|--------|----------------------------------|-------------|-------------|-----------------------|
|        | Current Billing                  | 158,383     | 140,470     | 17,913                |
|        | Billing of Pass-Through Expenses | (91,193)    | (59,585)    | (31,609)              |
|        | Operating Revenue                | 67,189      | 80,885      | (13,696)              |

|                              | December-22 | November-22 | Increase / (Decrease) |
|------------------------------|-------------|-------------|-----------------------|
| Current Expenses             | 173,572     | 127,472     | 46,099                |
| Pass-Through Expenses billed | (91,193)    | (59,585)    | (31,609)              |
| Operating Expenses           | 82,378      | 67,888      | 14,490                |

|                      | December-22 | November-22 | Increase / (Decrease) |
|----------------------|-------------|-------------|-----------------------|
| Regular Working Days | 22.00       | 20.00       | 2.00                  |
| Paid Holidays        | 3.00        | 2.00        | 1.00                  |
| PTO Used (Hours)     | 160.00      | 99.50       | 60.50                 |

|                            | December-22     | November-22   | FY23           |
|----------------------------|-----------------|---------------|----------------|
| Operating Revenue          | 67,189          | 80,885        | 904,660        |
| Less Operating Expenses    | (82,378)        | (66,320)      | (711,457)      |
| <b>Net Income / (Loss)</b> | <b>(15,189)</b> | <b>14,565</b> | <b>193,204</b> |

# Tri-County Regional Planning Commission

## Balance Sheet

As of December 31, 2022

|   | Dec 31, 22       | Nov 30, 22       | Oct 31, 22       | Dec 31, 21       |
|---|------------------|------------------|------------------|------------------|
| <b>ASSETS</b>                           |                  |                  |                  |                  |
| Current Assets                          |                  |                  |                  |                  |
| Checking/Savings                        |                  |                  |                  |                  |
| 10000 · Cash - Unrestricted             |                  |                  |                  |                  |
| 10110 · MCB Checking - Operations       | 918,180          | 868,969          | 798,405          | 662,792          |
| Total 10000 · Cash - Unrestricted       | 918,180          | 868,969          | 798,405          | 662,792          |
| 11000 · Cash - Restricted               |                  |                  |                  |                  |
| 11110 · MCB Checking - Flex Benefits    | 1,530            | 1,530            | 1,530            | 1,530            |
| 11210 · MCB Money Market - PPUATS       | 342,921          | 281,104          | 268,884          | 147,087          |
| 11310 · MCB Checking - IL MPO Adv.      | 19,238           | 19,238           | 19,238           | 19,238           |
| 11410 · MCB Savings - Unvested Retiremt | 7,186            | 6,797            | 6,280            | 17,559           |
| Total 11000 · Cash - Restricted         | 370,875          | 308,670          | 295,933          | 185,415          |
| Total Checking/Savings                  | 1,289,055        | 1,177,640        | 1,094,338        | 848,207          |
| Accounts Receivable                     |                  |                  |                  |                  |
| 13000 · Accounts and Grants Receivable  | 175,410          | 257,308          | 356,056          | 376,514          |
| Total Accounts Receivable               | 175,410          | 257,308          | 356,056          | 376,514          |
| Other Current Assets                    |                  |                  |                  |                  |
| 15000 · Prepaid Expenses                | 28,412           | 32,889           | 37,367           | 38,335           |
| Total Other Current Assets              | 28,412           | 32,889           | 37,367           | 38,335           |
| Total Current Assets                    | 1,492,876        | 1,467,837        | 1,487,761        | 1,263,056        |
| Fixed Assets                            |                  |                  |                  |                  |
| 17100 · Computer Equipment              | 86,403           | 86,403           | 86,403           | 62,389           |
| 17101 · Accum. Deprec. - Computers      | (49,972)         | (48,491)         | (47,011)         | (35,539)         |
| 17200 · Office Furniture                | 23,019           | 23,019           | 23,019           | 23,019           |
| 17201 · Accum. Deprec. - Office Furn.   | (23,019)         | (23,019)         | (23,019)         | (23,019)         |
| 17300 · Vehicles                        | 23,944           | 23,944           | 23,944           | 23,944           |
| 17301 · Accum. Deprec. - Vehicles       | (23,944)         | (23,944)         | (23,944)         | (23,944)         |
| 17400 · Leasehold Improvements          | 7,080            | 7,080            | 7,080            | 7,080            |
| 17401 · Accum. Deprec. - Leasehold Impr | (7,080)          | (7,080)          | (7,080)          | (7,080)          |
| Total Fixed Assets                      | 36,431           | 37,912           | 39,393           | 26,850           |
| Other Assets                            |                  |                  |                  |                  |
| 19000 · Right of Use - Office Space     | 53,058           | 55,851           | 58,643           | 86,569           |
| 19001 · Right of Use - Copier           | 16,822           | 17,213           | 17,604           | 21,516           |
| Total Other Assets                      | 69,880           | 73,064           | 76,248           | 108,085          |
| <b>TOTAL ASSETS</b>                     | <b>1,599,188</b> | <b>1,578,813</b> | <b>1,603,401</b> | <b>1,397,991</b> |
| <b>LIABILITIES &amp; EQUITY</b>         |                  |                  |                  |                  |
| Liabilities                             |                  |                  |                  |                  |
| Current Liabilities                     |                  |                  |                  |                  |
| Accounts Payable                        |                  |                  |                  |                  |
| 20000 · Accounts Payable                | 64,509           | 28,168           | 51,215           | 57,046           |
| 20011 · MCB Credit Card                 | -                | -                | -                | (25)             |
| Other Current Liabilities               |                  |                  |                  |                  |
| 21000 · Accrued Expenses                | 2,028            | 1,859            | 1,690            | 1,103            |
| 21100 · Accounts Payable - Employees    | 703              | 252              | 446              | 41               |
| Total 22000 · Employer Liabilities      | 94,965           | 89,628           | 93,087           | 94,177           |
| 23000 · Unearned Revenue                |                  |                  |                  |                  |
| 23100 · PPUATS                          | -                | -                | -                | 200,191          |
| 23101 · Deferred Revenue - IDOT         | 25,961           | 29,530           | 33,098           | 41,762           |
| 23200 · IL MPO                          | 19,238           | 19,238           | 19,238           | 19,238           |

# Tri-County Regional Planning Commission

## Balance Sheet

As of December 31, 2022

|   | Dec 31, 22       | Nov 30, 22       | Oct 31, 22       | Dec 31, 21       |
|---|------------------|------------------|------------------|------------------|
| 23400 · Regional Server Partnership     | -                | -                | -                | 4,500            |
| 23500 · Village of Washburn             | 488              | 488              | 488              | 488              |
| <b>Total 23000 · Unearned Revenue</b>   | <b>45,687</b>    | <b>49,256</b>    | <b>52,824</b>    | <b>266,178</b>   |
| 28000 · Current Lease Liab. - Office Sp | 16,870           | 19,653           | 22,428           | 16,290           |
| 28001 · Current Lease Liab. - Copier    | 2,308            | 2,690            | 3,072            | 2,262            |
| <b>Total Other Current Liabilities</b>  | <b>162,560</b>   | <b>163,337</b>   | <b>173,547</b>   | <b>380,052</b>   |
| <b>Total Current Liabilities</b>        | <b>227,069</b>   | <b>191,506</b>   | <b>224,762</b>   | <b>437,073</b>   |
| <b>Long Term Liabilities</b>            |                  |                  |                  |                  |
| 29000 · Lease Liability - Office Space  | 37,578           | 37,578           | 37,578           | 71,026           |
| 29001 · Lease Liability - Copier        | 14,751           | 14,751           | 14,751           | 19,343           |
| <b>Total Long Term Liabilities</b>      | <b>52,329</b>    | <b>52,329</b>    | <b>52,329</b>    | <b>90,368</b>    |
| <b>Total Liabilities</b>                | <b>279,398</b>   | <b>243,835</b>   | <b>277,091</b>   | <b>527,442</b>   |
| <b>Equity</b>                           |                  |                  |                  |                  |
| 31000 · General Fixed Asset Equity      | 13,450           | 13,450           | 13,450           | 13,450           |
| 35000 · Capital Contribution            | 193,000          | 193,000          | 193,000          | 193,000          |
| 39000 · Retained Earnings               | 920,136          | 920,136          | 920,136          | 678,902          |
| <b>Net Income</b>                       | <b>193,204</b>   | <b>208,393</b>   | <b>199,724</b>   | <b>(14,802)</b>  |
| <b>Total Equity</b>                     | <b>1,319,790</b> | <b>1,334,978</b> | <b>1,326,310</b> | <b>870,550</b>   |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>   | <b>1,599,188</b> | <b>1,578,813</b> | <b>1,603,401</b> | <b>1,397,991</b> |

# Tri-County Regional Planning Commission

## Statement of Cash Flows

December 2022

|  | Dec 22           | Nov 22           | Jul - Dec 22     |
|--|------------------|------------------|------------------|
| <b>OPERATING ACTIVITIES</b>  |                  |                  |                  |
| Net Income   | (15,189)         | 7,100            | 193,204          |
| Adjustments to reconcile Net Income<br>to net cash provided by operations: |                  |                  |                  |
| 13000 · Accounts and Grants Receivable                                     | 81,899           | 98,747           | 16,346           |
| 15000 · Prepaid Expenses   | 4,478            | 4,478            | 10,701           |
| 20000 · Accounts Payable   | 36,340           | (23,046)         | (2,881)          |
| 20011 · MCB Credit Card  | -                | -                | (16)             |
| 21000 · Accrued Expenses   | 169              | 169              | 1,014            |
| 21100 · Accounts Payable - Employees                                       | 451              | (195)            | 604              |
| 22100 · Accrued Wages Payable  | 1,826            | (1,844)          | 1,598            |
| 22200 · Accrued Vacation/Personal Time                                     | 2,894            | (509)            | (3,265)          |
| 22300 · Unvested Retirement  | 379              | 516              | 2,961            |
| 22503 · FICA & Medicare  | 61               | (61)             | 127              |
| 22504 · IL Unemployment Taxes  | 180              | -                | 17               |
| 22505 · 457 (b) Contributions  | 9                | -                | 67               |
| 23100 · PPUATS   | -                | 7                | (7,482)          |
| 22520 · United Way   | (13)             | -                | -                |
| 23101 · Deferred Revenue - IDOT  | (3,568)          | (3,568)          | (1,559)          |
| 28000 · Current Lease Liab. - Office Sp                                    | (2,783)          | (2,775)          | 16,870           |
| 28001 · Current Lease Liab. - Copier                                       | (382)            | (382)            | 2,308            |
| Net cash provided by Operating Activities                                  | 106,751          | 78,637           | 230,615          |
| <b>INVESTING ACTIVITIES</b>  |                  |                  |                  |
| 17101 · Accum. Deprec. - Computers   | 1,481            | 1,481            | 8,884            |
| 19000 · Right of Use - Office Space  | 2,793            | 2,793            | 16,755           |
| 19001 · Right of Use - Copier  | 391              | 391              | 2,347            |
| Net cash provided by Investing Activities                                  | 4,664            | 4,664            | 27,987           |
| <b>FINANCING ACTIVITIES</b>  |                  |                  |                  |
| 29000 · Lease Liability - Office Space                                     | -                | -                | (33,447)         |
| 29001 · Lease Liability - Copier   | -                | -                | (4,592)          |
| Net cash provided by Financing Activities                                  | -                | -                | (38,039)         |
| Net cash increase for period   | 111,415          | 83,301           | 220,562          |
| Cash at beginning of period  | 1,177,640        | 1,094,338        | 1,068,493        |
| Cash at end of period  | <b>1,289,055</b> | <b>1,177,640</b> | <b>1,289,055</b> |

**Tri-County Regional Planning Commission**

**Profit & Loss**

December 2022

|  | Current<br>Month | Previous<br>Month | Previous<br>Month | FY23 -<br>Current YTD | FY22 -<br>Previous<br>YTD |
|--|------------------|-------------------|-------------------|-----------------------|---------------------------|
|  | Dec 22           | Nov 22            | Oct 22            | Jul - Dec 22          | Jul - Dec 21              |
| <b>Ordinary Income/Expense</b>           |                  |                   |                   |                       |                           |
| <b>Revenue by Type</b>                   |                  |                   |                   |                       |                           |
| 41000 · Federal Grants and Awards        | 130,995          | 81,170            | 112,165           | 549,538               | 427,792                   |
| 42000 · State Grants and Awards          | 24,598           | 19,604            | 25,821            | 133,871               | 107,912                   |
| 43000 · Local Matching Contributions     | (3,475)          | (3,447)           | (3,500)           | 179,130               | (7,935)                   |
| 44010 · GIS Support                      | 1,774            | 5,599             | 1,437             | 14,212                | 12,802                    |
| 44020 · Planning & Zoning Support        | 910              | 1,188             | 971               | 6,481                 | 8,923                     |
| 45000 · Member Dues                      | 3,500            | 3,500             | 3,500             | 21,000                | 24,602                    |
| 46000 · Interest Income                  | 81               | 71                | 76                | 428                   | 64                        |
| <b>Total Income</b>                      | <b>158,383</b>   | <b>107,686</b>    | <b>140,470</b>    | <b>904,660</b>        | <b>574,161</b>            |
| Gross Profit                             | 158,383          | 107,686           | 140,470           | 904,660               | 574,161                   |
| <b>Expense by Account &amp; Category</b> |                  |                   |                   |                       |                           |
| Total 60500 · Amortization Expense       | 3,184            | 3,184             | 3,184             | 19,103                | 18,711                    |
| Total 61000 · Computer Expenses          | 2,205            | 2,195             | 2,170             | 16,194                | 16,382                    |
| Total 61500 · Outside Services           | 90,932           | 28,346            | 46,294            | 231,908               | 135,369                   |
| Total 62000 · Depreciation               | 1,481            | 1,481             | 1,481             | 8,884                 | 2,598                     |
| Total 63000 · Employee Benefits          | 13,603           | 13,349            | 13,412            | 80,681                | 84,653                    |
| Total 63400 · Interest Expense           | 196              | 205               | 213               | 1,306                 | 1,881                     |
| Total 63500 · Office Administration      | 1,385            | 1,142             | 1,331             | 7,689                 | 10,108                    |
| Total 64000 · Miscellaneous              | 857              | 262               | -                 | 4,672                 | 5,425                     |
| Total 65000 · Professional Fees          | 5,100            | 2,000             | 6,265             | 31,685                | 37,735                    |
| Total 65500 · Facility Costs             | 815              | 815               | 815               | 4,890                 | 7,794                     |
| Total 66000 · Salaries and Wages         | 53,713           | 47,406            | 50,898            | 295,065               | 262,433                   |
| Total 67000 · Travel and Training        | 101              | 200               | 1,410             | 9,379                 | 5,874                     |
| <b>Total Expense</b>                     | <b>173,572</b>   | <b>100,585</b>    | <b>127,472</b>    | <b>711,457</b>        | <b>588,963</b>            |
| Net Ordinary Income                      | (15,189)         | 7,100             | 12,998            | 193,204               | (14,802)                  |
| <b>Net Income</b>                        | <b>(15,189)</b>  | <b>7,100</b>      | <b>12,998</b>     | <b>193,204</b>        | <b>(14,802)</b>           |

**Tri-County Regional Planning Commission**  
**Check Register - Operating Account**  
**November 2022**

| Date            | Num  | Name                                   | Memo                                   | Amount            |
|-----------------|------|--|--|-------------------|
| 11/02/2022      | 1295 | Blue Cross and Blue Shield of Illinois | Health Insurance                       | 6,703.10          |
| 11/02/2022      | 1296 | VOIDED                                 | VOIDED                                 | 0.00              |
| 11/02/2022      | 1297 | City of Peoria                         | Rent - 11/2022                         | 2,950.00          |
| 11/04/2022      | ACH  | Delta Dental                           | Dental Insurance                       | 238.31            |
| 11/04/2022      | ACH  | Guardian                               | Life, Disability, and Vision Insurance | 458.90            |
| 11/04/2022      | ACH  | Heartland Parking                      | Monthly Parking                        | 852.00            |
| 11/04/2022      | ACH  | Staff - Payroll                        | Payroll 10/16/22 - 10/31/22            | 18,794.73         |
| 11/04/2022      | ACH  | Department of the Treasury             | Payroll Taxes 10/16/22 - 10/31/22      | 6,301.50          |
| 11/04/2022      | ACH  | CEFCU                                  | Payroll Liability 10/16/22 - 10/31/22  | 50.00             |
| 11/04/2022      | ACH  | Illinois Department of Revenue         | Payroll Taxes 10/16/22 - 10/31/22      | 1,178.09          |
| 11/04/2022      | ACH  | Nationwide                             | Retirement 10/16/22 - 10/31/22         | 2,010.91          |
| 11/04/2022      | ACH  | Unvested Retirement Account            | Retirement 10/16/22 - 10/31/22         | 258.23            |
| 11/14/2022      | 1298 | Gatehouse Media                        | Legal Notices in Newspapers            | 222.40            |
| 11/14/2022      | 1299 | Gatehouse Media                        | Legal Notices in Newspapers            | 267.00            |
| 11/14/2022      | 1300 | Morton Community Bank                  | CC Pmt - Lost by MCB - STOP PAYMENT    | 0.00              |
| 11/14/2022      | 1301 | Morton Community Bank                  | CC Pmt - Lost by MCB - STOP PAYMENT    | 0.00              |
| 11/15/2022      | ACH  | Heartland Parking                      | Parking Validations                    | 79.00             |
| 11/15/2022      | ACH  | Hinckley Springs                       | Water                                  | 11.99             |
| 11/15/2022      | ACH  | IT Unified                             | Monthly IT Service                     | 1,200.00          |
| 11/15/2022      | ACH  | Lochmueller Group                      | Activity Based TDM                     | 43,033.50         |
| 11/15/2022      | ACH  | Quill Corporation                      | Office Supplies                        | 65.44             |
| 11/15/2022      | ACH  | Quill Corporation                      | Office Supplies                        | 29.77             |
| 11/15/2022      | ACH  | Quill Corporation                      | Office Supplies                        | 90.99             |
| 11/15/2022      | ACH  | RK Dixon                               | Copier - excess copies                 | 8.99              |
| 11/15/2022      | ACH  | The Cleaning Source                    | Office Cleaning - 09/2022              | 186.00            |
| 11/15/2022      | ACH  | WEX Bank                               | Gas for Commission Vehicle             | 72.45             |
| 11/18/2022      | ACH  | Staff - Payroll                        | Payroll 11/01/22 - 11/15/22            | 17,383.97         |
| 11/18/2022      | ACH  | Department of the Treasury             | Payroll Taxes 11/01/22 - 11/15/22      | 5,874.44          |
| 11/18/2022      | ACH  | CEFCU                                  | Payroll Liability 11/01/22 - 11/15/22  | 50.00             |
| 11/18/2022      | ACH  | Illinois Department of Revenue         | Payroll Taxes 11/01/22 - 11/15/22      | 1,108.53          |
| 11/18/2022      | ACH  | Nationwide                             | Retirement 11/01/22 - 11/15/22         | 2,010.90          |
| 11/18/2022      | ACH  | Unvested Retirement Account            | Retirement 11/01/22 - 11/15/22         | 258.23            |
| 11/30/2022      | ACH  | Facet Technologies                     | GIS Web Hosting - 11/2022              | 385.00            |
| 11/30/2022      | ACH  | Hanson Professional Services           | Consultant Services - FY22 UPWP        | 1,200.57          |
| 11/30/2022      | ACH  | Hinckley Springs                       | Water                                  | 90.92             |
| 11/30/2022      | ACH  | Martin Hood                            | FY22 Audit Services                    | 6,265.00          |
| 11/30/2022      | ACH  | Pearl Technology                       | Central IL Maps - domain renewal       | 25.00             |
| 11/30/2022      | ACH  | Quill Corporation                      | Office Supplies                        | 39.87             |
| 11/30/2022      | ACH  | Verizon Wireless                       | Phones                                 | 308.22            |
| 11/30/2022      | ACH  | Morton Community Bank                  | Service Charge                         | 15.60             |
|                 |      |  |  |                   |
| <b>Register</b> |      |  | <b>Total Checks</b>                    | <b>120,079.55</b> |

**Tri-County Regional Planning Commission**  
**Check Register - Operating Account**  
**December 2022**

| Date            | Num  | Name                                   | Memo                                     | Amount            |
|-----------------|------|--|--|-------------------|
| 12/01/2022      | ACH  | Delta Dental                           | Dental Insurance                         | 238.31            |
| 12/01/2022      | ACH  | Guardian                               | Life, Disability, and Vision Insurance   | 458.90            |
| 12/01/2022      | ACH  | Heartland Parking                      | Monthly Parking                          | 852.00            |
| 12/02/2022      | 1302 | Blue Cross and Blue Shield of Illinois | Health Insurance                         | 6,703.10          |
| 12/02/2022      | 1303 | City of Peoria                         | Rent - 12/2022                           | 2,950.00          |
| 12/02/2022      | 1304 | Xerox Financial Services               | Copier Lease                             | 437.10            |
| 12/05/2022      | ACH  | Staff - Payroll                        | Payroll 11/16/22 - 11/30/22              | 17,930.33         |
| 12/05/2022      | ACH  | Department of the Treasury             | Payroll Taxes 11/16/22 - 11/30/22        | 6,147.78          |
| 12/05/2022      | ACH  | CEFCU                                  | Payroll Liability 11/16/22 - 11/30/22    | 50.00             |
| 12/05/2022      | ACH  | Illinois Department of Revenue         | Payroll Taxes 11/16/22 - 11/30/22        | 1,157.03          |
| 12/05/2022      | ACH  | Nationwide                             | Retirement 11/16/22 - 11/30/22           | 2,010.91          |
| 12/05/2022      | ACH  | Unvested Retirement Account            | Retirement 11/16/22 - 11/30/22           | 258.23            |
| 12/07/2022      | 1305 | Morton Community Bank                  | Bruner - Payment for 10/2022 CC Charges  | 662.46            |
| 12/07/2022      | 1306 | Morton Community Bank                  | Ulrich - Payment for 10/2022 CC Charges  | 652.34            |
| 12/16/2022      | 1307 | Morton Community Bank                  | Bruner - Payment for 11/2022 CC Charges  | 10.00             |
| 12/16/2022      | 1308 | Morton Community Bank                  | Ulrich - Payment for 11/2022 CC Charges  | 146.23            |
| 12/16/2022      | 1309 | GateHouse Media                        | Legal Notices in Newspapers              | 262.30            |
| 12/16/2022      | 1310 | PIP Printing                           | VOIDED - paid with CC                    | 0.00              |
| 12/20/2022      | ACH  | Staff - Payroll                        | Payroll 12/01/22 - 12/15/22              | 17,401.60         |
| 12/20/2022      | ACH  | Department of the Treasury             | Payroll Taxes 12/01/22 - 12/15/22        | 5,903.68          |
| 12/20/2022      | ACH  | CEFCU                                  | Payroll Liability 12/01/22 - 12/15/22    | 50.00             |
| 12/20/2022      | ACH  | Illinois Department of Revenue         | Payroll Taxes 12/01/22 - 12/15/22        | 1,091.67          |
| 12/20/2022      | ACH  | Nationwide                             | Retirement 12/01/22 - 12/15/22           | 2,139.20          |
| 12/20/2022      | ACH  | Unvested Retirement Account            | Retirement 12/01/22 - 12/15/22           | 129.95            |
| 12/21/2022      | 1311 | Heart of IL United Way                 | Payroll Liability                        | 19.50             |
| 12/21/2022      | 1312 | ILGISA                                 | Membership Dues - B. West                | 85.00             |
| 12/21/2022      | 1313 | Patrick N Meyer & Associates, Inc.     | IDOT FY22 UPWP - East Peoria Storm Water | 30,000.00         |
| 12/23/2022      | ACH  | ESRI, Inc.                             | ArcGIS credits                           | 500.00            |
| 12/23/2022      | ACH  | Facet Technologies                     | GIS Web Hosting - 12/2022                | 385.00            |
| 12/23/2022      | ACH  | Heartland Parking                      | Parking Validations                      | 79.00             |
| 12/23/2022      | ACH  | IT Unified                             | Monthly IT Service                       | 1,200.00          |
| 12/23/2022      | ACH  | IT Unified                             | Microsoft Teams Subscription             | 35.22             |
| 12/23/2022      | ACH  | Lochmueller Group                      | Activity Based TDM                       | 23,385.00         |
| 12/23/2022      | ACH  | Martin Hood                            | Final Audit Fee                          | 2,000.00          |
| 12/23/2022      | ACH  | Quill Corporation                      | Office Supplies                          | 68.99             |
| 12/23/2022      | ACH  | Quill Corporation                      | Office Supplies                          | 27.98             |
| 12/23/2022      | ACH  | Quill Corporation                      | Office Supplies                          | 55.98             |
| 12/23/2022      | ACH  | The Cleaning Source                    | Office Cleaning - 11/2022                | 186.00            |
| 12/31/2022      | ACH  | Morton Community Bank                  | Service Charge                           | 15.14             |
|                 |      |  |  |                   |
| <b>Register</b> |      |  | <b>Total Checks</b>                      | <b>125,685.93</b> |

**Tri-County Regional Planning Commission**  
**Credit Card Register**  
**November 2022**

| Date            | Employee Card | Vendor                     | Memo                                 | Amount        |
|-----------------|---------------|----------------------------|--------------------------------------|---------------|
| 11/05/2022      | Ulrich        | Adobe                      | Adobe User Subscription - Miller     | 15.93         |
| 11/07/2022      | Ulrich        | Qbox                       | QuickBooks File Management           | 12.00         |
| 11/07/2022      | Ulrich        | Adobe                      | Adobe User Subscription - Lees       | 15.93         |
| 11/07/2022      | Ulrich        | Office Max                 | Office Supplies                      | 31.45         |
| 11/15/2022      | Ulrich        | Adobe                      | Adobe Main Account Subscription      | 54.99         |
| 11/23/2022      | Bruner        | Joan's Trophy & Plaque Co. | Name Tag - Lewis                     | 10.00         |
| 11/30/2022      | Ulrich        | Adobe                      | Adobe User Subscription - Accounting | 15.93         |
| 11/30/2022      | N/A           | Morton Community Bank      | Finance Charges                      | 0.00          |
| <b>Register</b> |               |                            | <b>Total Charges</b>                 | <b>156.23</b> |

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



**Tri-County Regional Planning Commission**  
**Credit Card Register**  
**December 2022**

| Date            | Employee Card | Vendor                | Memo                                 | Amount        |
|-----------------|---------------|-----------------------|--------------------------------------|---------------|
| 12/01/2022      | Abi-Akar      | PIP Printing          | Business Cards                       | 50.00         |
| 12/05/2022      | Ulrich        | Adobe                 | Adobe User Subscription - Miller     | 15.93         |
| 12/06/2022      | Ulrich        | Adobe                 | Adobe User Subscription - Lees       | 15.93         |
| 12/08/2022      | Ulrich        | Amazon Business       | Toner for Copier                     | 199.95        |
| 12/08/2022      | Ulrich        | Amazon Business       | Catalog Envelopes                    | 80.42         |
| 12/09/2022      | Ulrich        | Qbox                  | QuickBooks File Management           | 12.00         |
| 12/09/2022      | Ulrich        | Amazon Business       | Catalog Envelopes                    | 80.42         |
| 12/15/2022      | Ulrich        | Adobe                 | Adobe Main Account Subscription      | 54.99         |
| 12/31/2022      | Ulrich        | Adobe                 | Adobe User Subscription - Accounting | 15.93         |
| 12/31/2022      | N/A           | Morton Community Bank | Finance Charges                      | 0.00          |
| <b>Register</b> |               |                       | <b>Total Charges</b>                 | <b>525.57</b> |

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

## **RESOLUTION 23-41**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR NOVEMBER AND DECEMBER 2022**

**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 November 2022 and December 2022 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 November and December 2022 are approved.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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

## **RESOLUTION 23-46**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE FOUR PERSONS TO SIGN CHECKS ON BEHALF OF THE COMMISSION**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, has checking accounts at Morton Community Bank, and

**WHEREAS**, it is Commission policy that every check written by the Commission have two signatories, and

**WHEREAS**, the Commission desires that four persons be authorized to sign checks written on behalf of the Commission, so that two persons are available at any one time to sign checks, and

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

The following persons are authorized to sign checks from all Commission accounts (Operating, Sweep, Retirement, MPO, and Flex) on behalf of the Commission:

- Rita Ali, Chairman of the Ways & Means Committee
- Ray Lees, Planning Program Manager
- Greg Menold, Chairman
- Eric Miller, Executive Director

Presented this 1<sup>st</sup> day of February 2023

Adopted this 1<sup>st</sup> day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 23- 49**

**RESOLUTION IN RECOGNITION AND APPRECIATION OF DISTINGUISHED SERVICE BY DONALD Z WHITE TO THE TRI-COUNTY REGIONAL PLANNING COMMISSION.**

**WHEREAS**, the primary mission of Tri-County Regional Planning Commission, hereafter referred to as Commission, "is to [identify and] study the needs and conditions of our region and to develop strategies that enhance the region's communities"; and

**WHEREAS**, it is crucial for individuals serving on the Commission to represent this mission to ensure a continuing, cooperative, and comprehensive (3-C) planning processes; and

**WHEREAS**, Donald White has passionately served on the Commission and worked alongside fellow Commissioners and staff to help develop regional transportation policies and plans that reflect the region's future vision; and

**WHEREAS**, Donald White served on the Peoria Pekin Urbanized Area Transportation Study Policy Committee as Mayor of Chillicothe and as a Appointment of Peoria County on the Tri-County Regional Planning Commission for 6 years: and

**WHEREAS**, Donald White served as an officer including Chairman of the Commission, Chairman of the Ways and Means Committee, and Chairman of the Personnel Committee, Merger Committee, and Regional Project Prioritization Committee; and

**WHEREAS**, Donald White's leadership and influence on these Committees was notable and well received; and

**WHEREAS**, Donald White sought out multiple opportunities to bridge the gap between board members and staff by creating educational opportunities and environment for both to learn and grow; and

**WHEREAS**, during his service on the Board of Directors, Donald White provided invaluable insight, perspective, and guidance to the Board to assist the Commission in fulfilling its mission;

**NOW, THEREFORE, BE IT RESOLVED**, that The Tri-County Regional Planning Commissions acknowledges and extends its gratitude to Donald White for his distinguished service to the Tri-County Regional Planning Commission and his lasting contributions to the organizations and its mission.

**BE IT FURTHER RESOLVED**, that this Resolution is saved in the permanent minutes of the Tri-County Regional Planning Commission and a copy of this Resolution is given to Donald White.

Presented this 1st day of February 2023.

Adopted this 1st day of February 2023

ATTEST:

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Greg Menold, Chairman  
Tri County Regional Planning Commission

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

**RESOLUTION 23- 54**

**RESOLUTION IN RECOGNITION AND APPRECIATION OF DISTINGUISHED SERVICE BY ANDREW RAND TO THE TRI-COUNTY REGIONAL PLANNING COMMISSION.**

**WHEREAS**, the primary mission of Tri-County Regional Planning Commission, hereafter referred to as Commission, "is to [identify and] study the needs and conditions of our region and to develop strategies that enhance the region's communities"; and

**WHEREAS**, it is crucial for individuals serving on the Commission to represent this mission to ensure a continuing, cooperative, and comprehensive (3-C) planning processes; and

**WHEREAS**, Andrew Rand has passionately served on the Commission and worked alongside fellow Commissioners and staff to help develop regional transportation policies and plans that reflect the region's future vision; and

**WHEREAS**, Andrew Rand served on the Tri-County Regional Planning Commission during two different terms for a total of 7 years; and,

**WHEREAS**, Andrew served as an officer including Chairman of the Ways and Means Committee, and Chairman of the Personnel Committee; and,

**WHEREAS**, Andrew's vision and leadership guided the Commission through financial turmoil; and,

**WHEREAS**, Andrew's influence on the Commission was notable and well received; and

**WHEREAS**, during his service on the Commission, Andrew provided invaluable insight, perspective, and guidance to the Board to assist the Commission in fulfilling its mission;

**NOW, THEREFORE, BE IT RESOLVED**, that The Tri-County Regional Planning Commissions acknowledges and extends its gratitude to Andrew Rand for his distinguished service to the Tri-County Regional Planning Commission and his lasting contributions to the organizations and its mission.

**BE IT FURTHER RESOLVED** that this Resolution is saved in the permanent minutes of the Tri-County Regional Planning Commission and a copy of this Resolution is given to Andrew Rand.

Presented this 1st day of February 2023.

Adopted this 1st day of February 2023

ATTEST:

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Greg Menold, Chairman  
Tri County Regional Planning Commission

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

## RESOLUTION 23-45

### **A Resolution of the Tri-County Regional Planning Commission to Adopt the Slate of Officers, Executive Board, Committee Chairpersons and Members for a Period from February 1, 2023-June 30, 2023.**

**Whereas**, the Nominations Committee of the Tri-County Regional Planning Commission, hereafter referred to as the Commission has recommended a slate of nominations for the Commission Officers, Executive Board, Committee Chairpersons and Members, as per Commission bylaws; and

**Whereas**, the Nominations Committee of the Commission has contacted all appointees and received their agreement for said appointments; and

**Whereas**, the Nominations Committee recommends the following Commission Officers, Executive Board, Committee Chairpersons and Members.

**Therefore Be It Resolved By the Commission as Follows:** That beginning February 1, 2023-June 30, 2023, the following shall be the Commission Officers, Executive Board, Committee Chairpersons and Member Appointments:

#### **Executive Board:**

Chairman Greg Menold- Tazewell  
Vice-Chairman Chuck Nagel-Woodford  
Treasurer Rita Ali-Peoria City  
Russ Crawford-Tazewell  
Autum Jones-Woodford  
John Kahl-At-Large  
Danny Phelan-Peoria  
Camille Coates-Peoria

#### **Personnel Committee:**

Chairman Chuck Nagel-Woodford  
John Kahl-At Large/Tazewell  
Camille Coates-Peoria

#### **Ways & Means Committee:**

Chairman Rita Ali-Peoria  
Russ Crawford-Tazewell  
Autum Jones-Woodford

#### **Nominations:**

Chairman Russ Crawford-Tazewell  
Chuck Nagel-Woodford  
Danny Phelan-Peoria

#### **Commission Leadership Rotation\*:**

Tazewell (2023-2025)-Woodford (2025-2027)-Peoria (2027-2029)

\*Official terms are one year with the possibility of one additional year, determined by Nominations Committee recommendation. Exception: Abbreviated terms due to departure from office, with replacement by Nominations Committee recommendation.

Presented this 1st day of February, 2023

Adopted this 1st day of February, 2023

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Greg Menold, 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:** Commission

**FROM:** Executive Director

**SUBJECT:** Promotion in Place for Selected Commission Employees

**DATE:** February 1, 2023

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**Action needed:**

Approval of Executive Board recommendation for Promotions in Place for selected Commission employees

**Background:**

In June of 2022, the Executive Committee discussed, and the Full Commission acted on Cost-of-Living adjustments for all qualified staff members. After lengthy discussion regarding staff retention and unique economic conditions (inflation, work force shortage, issues attracting professional talent locally) the Commission increased the budget for salary items from 5% to 8%. I made the decision to award a 6% cost of living adjustment to all staff. This meant that 2% could be awarded later in the year for merit increases or promotions. The Commission also directed staff to perform a compensation study.

The Commission hired HRFIT to perform a compensation study to look at salaries and benefits at organizations comparable to TCRPC. The conclusion of the study states that our experienced planners (3-5Yrs) are behind their counterparts at other organizations and, our entry-level starting salaries are behind our competitors. While our fringe benefits(Employee Health insurance and PTO) were comparable to other organizations, our Retirement plan was not on par with many of the organizations who participate in the Illinois Municipal Retirement Fund (IMRF). This was an issue with the attraction of professional staff coming from other IMRF agencies to the Commission.

To immediately address the issue of compensation, the management team conducted mid-year reviews with all staff. The Commission has a promotion in place policy to recognize and reward employees for excellent work above and beyond the annual cost of living increase which the Commission has encouraged the Executive Director to implement and reward employees by promoting them and accordingly adjust their salary. The Planning Program Manager and I have Performed mid-year reviews with staff for the purpose of developing a recommendation for employee promotions. After much discussion between the Accountant, Planning Program Manager, and myself, I recommend to you that you consider the following:

**Action:**

Approve the promotion of:

- Michael Bruner, Planner III to Senior Planner
- Reema Abi-Akar, Planner III to Senior Planner
- Britney West, GIS Specialist II to GIS Specialist III

All promotions would carry a corresponding salary adjustment. Other commission employees, not including the Executive Director and Planning Program Manager, will receive a 2% salary increase.

The overall salary increase to the Commission would be not greater than \$30,000 plus corresponding employment taxes and retirement increases. The FY 22 budget will allow for this proposed increase as outlined in the accountant's analysis which is attached. The preliminary FY 24 budget will also allow for the proposed increase in the salary line item as we have confirmed that IDOT will be increasing our PL grant by approximately 23%. All salary costs are reimbursable to the Commission on contracts that pay salary + fringe +overhead. As for contracts that pay a fixed hourly amount, upon renewal, new hourly rates will be adjusted (if appropriate) to cover an increased personnel expense.

**Remaining Budget for Wages, Fringe Benefits, and Indirect for FY 2023:**

Please reference the included spreadsheets for a more comprehensive picture of the budgets. The remaining budget for wages between all our combined programs is just over \$313,000.

- The remaining wages budget for just our major programs, UPWP and HSTP is approximately \$242,000. Both contracts expire (for wages) 06/30/2023.
- The remaining wages budget for the SPR grant for ISI Asset Management Software is approximately \$33,000. This contract expires 10/31/2023.
- The remaining wages budget of \$38,000 - \$39,000 is for our local GIS and Planning commitments for GPSD, Logan, Tazewell, and Woodford Counties. These hours and billable wages are subject to available work, the budget is based on an estimate.
- No new contracts were used in the calculation.

At current pay rates, with current staffing levels (not including F. Lewis), billable wages are expected to be approximately \$183,000 for the remainder of FY23.

- The expected billable wages are approximately \$59,000 less than the remaining contract budget wages for just UPWP and HSTP.
- Expected billable wages are approximately \$130,000 less than the total remaining contract budget wages including all local contracts.
- This is not including any new staff costs.

If two new planners are hired at approximately F. Lewis's current rate and all other staff remain at current pay rates, billable wages are expected to be approximately \$219,000 for the remainder of FY 2023.

- The expected billable wages are approximately \$23,000 less than the remaining contract budget wages for just UPWP and HSTP.
- Expected billable wages are approximately \$94,000 less than the total remaining contract budget wages including all local contracts.
- If the majority of staff time is allocated to billable programs as expected, the current budget should easily accommodate an increase in staff wages of \$30,000.



**\*\*DOES NOT INCLUDE NEW STAFF COSTS**

| Program                             | Remaining Contract Budget for Wages | Contract End Date (for Wages) | Notes | Remaining Contract Budget for Fringe | Remaining Contract Budget for Indirect | Total             |
|-------------------------------------|-------------------------------------|-------------------------------|-------|--------------------------------------|--|-------------------|
| FY23 UPWP                           | 216,656.39                          | 6/30/2023                     |       | 64,466.75                            | 101,344.90                             |                   |
| HSTP                                | 25,438.50                           | 6/30/2023                     |       | 8,126.50                             | 12,100.15                              |                   |
| 21T0030 SPR Funds - FY23 Asset Mgmt |                                     |                               |       |                                      |  |                   |
| Software                            | 32,813.77                           | 10/31/2023                    |       | 10,336.34                            | 15,555.61                              |                   |
| GPSD                                | 3,562.50                            | 6/30/2023                     | N/A   |                                      | N/A                                    |                   |
| Logan County                        | 18,562.50                           | 6/30/2023                     | N/A   |                                      | N/A                                    |                   |
| Tazewell County                     | 7,065.98                            | 6/30/2023                     | N/A   |                                      | N/A                                    |                   |
| Woodford County                     | 9,568.50                            | 6/30/2023                     | N/A   |                                      | N/A                                    |                   |
| <b>Remaining Billable Budgets</b>   | <b>313,668.14</b>                   |                               |       | <b>82,929.59</b>                     | <b>129,000.66</b>                      | <b>525,598.39</b> |

**\*\*DOES NOT INCLUDE NEW STAFF COSTS**

| Expected Remaining Wages for FY23**      |                   |  |            |                  | Total             |
|--|-------------------|--|------------|------------------|-------------------|
| Total Wages                              |                   |  | 274,576.91 |                  |                   |
| Billable Wages                           | 182,953.07        |  |            |                  |                   |
| Indirect Wages                           |                   |  |            |                  | 91,623.84         |
| Fringe Costs                             |                   |  |            | 73,883.86        |                   |
| <b>Total Wages, Fringe, and Indirect</b> | <b>182,953.07</b> |  |            | <b>73,883.86</b> | <b>348,460.77</b> |
| <b>Excess (Deficient) Budget Funds</b>   | <b>130,715.07</b> |  |            | <b>9,045.73</b>  | <b>177,137.62</b> |

**\*\*Expected Wages are at current pay rates. These wages, fringe benefits, and indirect costs include a replacement Planner I for F. Lewis, and a new Planner I at the same pay rate as F. Lewis.**

**\*\*Indirect Wages include estimated PTO that will be used, holidays, all TCRPC Admin, accountant time, and all other unbillable time. If less time is used for PTO or unbillable time, it would reduce the indirect cost and the time would be classified as billable.**

**Programs Not Used in Calculation**

| Program                              | Remaining Contract Budget for Wages | Contract End Date (for Wages) | Notes              | Remaining Contract Budget for Fringe | Remaining Contract Budget for Indirect | Total |
|--------------------------------------|-------------------------------------|-------------------------------|--------------------|--------------------------------------|--|-------|
| Comp Plan - NEW 1                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 2                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 3                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 4                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 5                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| FY23 SPR - Port District Master Plan | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| Hazard Mitigation                    | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| HUD Healthy Homes                    | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| METEC                                | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |

**\*\*INCLUDES NEW STAFF COSTS**

| Program                             | Remaining Contract Budget for Wages | Contract End Date (for Wages) | Notes | Remaining Contract Budget for Fringe | Remaining Contract Budget for Indirect | Total             |
|-------------------------------------|-------------------------------------|-------------------------------|-------|--------------------------------------|--|-------------------|
| FY23 UPWP                           | 216,656.39                          | 6/30/2023                     |       | 64,466.75                            | 101,344.90                             |                   |
| HSTP                                | 25,438.50                           | 6/30/2023                     |       | 8,126.50                             | 12,100.15                              |                   |
| 21T0030 SPR Funds - FY23 Asset Mgmt |                                     |                               |       |                                      |  |                   |
| Software                            | 32,813.77                           | 10/31/2023                    |       | 10,336.34                            | 15,555.61                              |                   |
| GPSD                                | 3,562.50                            | 6/30/2023                     |       | N/A                                  | N/A                                    |                   |
| Logan County                        | 18,562.50                           | 6/30/2023                     |       | N/A                                  | N/A                                    |                   |
| Tazewell County                     | 7,065.98                            | 6/30/2023                     |       | N/A                                  | N/A                                    |                   |
| Woodford County                     | 9,568.50                            | 6/30/2023                     |       | N/A                                  | N/A                                    |                   |
| <b>Remaining Contract Budgets</b>   | <b>313,668.14</b>                   |                               |       | <b>82,929.59</b>                     | <b>129,000.66</b>                      | <b>525,598.39</b> |

**\*\*INCLUDES NEW STAFF COSTS**

| Expected Remaining Wages for FY23**      |                   |  |  |                  | Total             |
|--|-------------------|--|--|------------------|-------------------|
| Total Wages                              |                   |  |  | 318,886.95       |                   |
| Billable Wages                           | 219,069.01        |  |  |                  |                   |
| Indirect Wages                           |                   |  |  |                  | 99,817.94         |
| Fringe Costs                             |                   |  |  | 82,099.56        |                   |
| <b>Total Wages, Fringe, and Indirect</b> | <b>219,069.01</b> |  |  | <b>82,099.56</b> | <b>400,986.51</b> |
| <b>Excess (Deficient) Budget Funds</b>   | <b>94,599.13</b>  |  |  | <b>830.03</b>    | <b>124,611.87</b> |

**\*\*Expected Wages are at current pay rates. These wages, fringe benefits, and indirect costs include a replacement Planner I for F. Lewis, and a new Planner I at the same pay rate as F. Lewis.**

**\*\*Indirect Wages include estimated PTO that will be used, holidays, all TCRPC Admin, accountant time, and all other unbillable time. If less time is used for PTO or unbillable time, it would reduce the indirect cost and the time would be classified as billable.**

| Programs Not Used in Calculation     |                                     |                               |                    |                                      |  |       |
|--------------------------------------|-------------------------------------|-------------------------------|--------------------|--------------------------------------|--|-------|
| Program                              | Remaining Contract Budget for Wages | Contract End Date (for Wages) | Notes              | Remaining Contract Budget for Fringe | Remaining Contract Budget for Indirect | Total |
| Comp Plan - NEW 1                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 2                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 3                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 4                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| Comp Plan - NEW 5                    | 11,179.07                           | 6/30/2025                     | Not likely in FY23 | 3,521.41                             | 5,299.52                               |       |
| FY23 SPR - Port District Master Plan | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| Hazard Mitigation                    | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| HUD Healthy Homes                    | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |
| METEC                                | N/A                                 | N/A                           |                    | N/A                                  | N/A                                    |       |

## **RESOLUTION 23-47**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE FY 2022 WAGE ADJUSTMENTS FOR EMPLOYEE PROMOTION IN PLACE**

**WHEREAS**, the Tri-County Regional Commission, hereafter referred to as the Commission, employs a staff of administrators, planners, and specialists, and

**WHEREAS**, the Commission's professional staff has successfully carried out the policies and assignments of the Commission as set out in the FY 2023 Overall Work Program, and

**WHEREAS**, The Commission's policy is to encourage employee retention and to recognize and reward employees for excellent work and,

**WHEREAS**, the Executive Board has directed the Executive Director to evaluate employees and consider a promotion in place plan, and

**WHEREAS**, The Executive Director has reviewed employees and has met with the Executive Committee, and

**WHEREAS**, The Executive Committee has recommended to the Commission the promotions in place, and

**WHEREAS**, the FY 2023 Budget accounts for the sum of the increase for the staff promotions, and

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:** That the Commission approves an amount not to exceed \$30,000 for FY 2023 for the purpose of Employee Promotions.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

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Greg Menold Chairman  
Tri-County Regional Planning Commission

ATTEST:

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



# MEMORANDUM

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**TO:** Commission

**FROM:** Executive Director

**SUBJECT:** Employees Health Insurance Renewal

**DATE:** February 1, 2023

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**Action needed:**

Approval of Executive Board recommendation for Employee Health Insurance Renewal

**Background:**

The Commission provides medical, dental, vision, and short-term disability insurance to its employees. The health insurance contracts currently provided by United Health Care River Valley, Delta Dental and Guardian will expire on February 28, 2023. Our health insurance broker, Tim Neuhauser of Envision Insurance, has provided me with insurance bids from multiple companies for consideration. I have reviewed those options with Tim and have provided staff with an opportunity to review the recommendations.

The Commission's policy for employees as it relates to health insurance requires Commission employees to pay a portion of their healthcare costs. The policy took effect on March 1, 2017. Employees hired before July 1, 2016, will contribute \$50 per month and employees hired after July 1, 2016 will contribute \$100 per month.

The Commission also has a policy providing a dual tier insurance plan to employees. The dual tier plan includes a Preferred Provider Option (PPO) plan and a High Deductible (HD) plan with a Health Savings Account (HSA) option. Furthermore, the Commission has a policy to consider making an annual employer contribution to the employee HSA. The employer contribution would be an incentive to encourage employees to consider the less expensive (premium)High Deductible/HAS option.

**Medical Insurance:**

Staff has evaluated multiple options from health insurance carriers that are available to our region (United Health Care, Blue Cross Blue Shield, etc.). Our current provider, Blue Cross Blue Shield has provided a renewal option with an 8.26% increase in premium. The renewal benefits would be almost identical for employees. Last year, the Blue Cross option provided an 18.61% decrease from the previous year. The Blue Cross Blue Shield Platinum P5E1BCE is the most cost-effective PPO choice for the Commission and its employees.

In terms of HD plans the BCBS Gold G535BCE plan is the most cost-effective choice for those employees choosing the HD plan.

Please see Attachment A

**Employer Contribution to an Employee Health Savings Account:**

Per the employee health benefit policy, if an employee were to enroll in an eligible High Deductible insurance plan, the employee would be eligible to have a Health Savings Account (HSA). Employees could contribute their own funds to the HSA pre-tax. To incentivize employees to take the HD HSA option, employers can make a contribution to the HSA. The Commission's employer contribution would be limited to this contract year only. All future employer contributions would be decided by the Commission on an annual basis. Analysis has indicated that the Commission could save 23% of premium cost per employee if the employee would sign up for the HD/HSA insurance plan.

**Dental Vision and Short-Term Disability:**

Staff have received quotes for Dental, Vision, and Short-Term Disability insurance from our insurance Broker. Attached are the worksheets that show the premium cost to the Commission.

**Delta Dental** has proposed a one-year contract with a 3% increase in premium.

Please see Attachment B

**Guardian** has proposed a one-year contract with a \$73/year increase in premium for vision insurance, no increase in premium for Short Term Disability, and a no increase in premium for basic life insurance.

Please see Attachment C

**Reimbursement:**

Commission costs of health insurance benefits are recovered by direct reimbursement or the "Fringe Benefit Rate" from federal and state contracts and by hourly rates for local projects.

**Recommendation:**

I recommend the Commission approve contracts for employee health insurance for the March 1, 2023 to February 28, 2024 contract year with the following:

|                                      |  |
|--------------------------------------|--|
| Medical Insurance:                   | <b>Blue Cross Blue Shield Platinum</b><br>PPO Plan number P5E1BCE (8.26% increase from previous contract)<br>HD Plan number G535BCE (14.55% increase from previous contract) |
| Dental Insurance:                    | <b>Delta Dental</b> (1.2% increase from previous contract)   |
| Vision, Short Term Disability, Life: | <b>Guardian</b> (1.3% increase from previous contract)   |

Commission (Employer) Contribution to employee Health Savings Account:

- \$500 contribution per employee (who choose the HD Plan) 1 Employee
- \$1000 contribution per employee and eligible dependents (who chose the HD Plan)

# BCBS Group Health Comparison for: Tri-County Regional Planning Commission



| BENEFITS   |    | Blue Cross<br>Platinum P5E1BCE<br>Current                  | Blue Cross<br>Platinum P5E1BCE<br>Renewal                  | Blue Cross<br>Gold G535BCE<br>Current HDHP                 | Blue Cross<br>Gold G535BCE<br>Renewal HDHP                 | Blue Cross<br>Gold G532BCE<br>Option 1                     | Blue Cross<br>Gold G531BCE<br>Option 2                     | Blue Cross<br>Silver S534BCE<br>Option 3 HDHP              | Blue Cross<br>Silver S5J1BCE<br>Option 4 HDHP              |
|--|----|--|--|--|--|--|--|--|--|
| Deductible   |    |  |  | (HSA)  | (HSA)  |  |  | (HSA)  | (HSA)  |
| Single Deductible (In / Out)   |    | 500 / 1,000  | 500 / 1,000  | 2,900 / 5,800  | 3,000 / 6,000  | 1,500 / 3,000  | 2,500 / 5,000  | 5,000 / 10,000   | 6,000 / 12,000   |
| Family Deductible (In / Out)   |    | 1,500 / 3,000  | 1,500 / 3,000  | 8,700 / 17,400   | 9,000 / 18,000   | 3,000 / 6,000  | 5,000 / 10,000   | 14,100 / 28,200  | 12,000 / 24,000  |
| Physician Co-Pay (In-Ntwrk)<br>PPO PCP / Specialist<br><i>*Applies to Out of Pkt Max only</i><br><i>*Members under 19 yrs. CoPay</i> |    | \$0 CoPay Preventive<br>\$20 / \$40<br>Same                | \$0 CoPay Preventive<br>\$20 / \$40<br>Same                | \$0 CoPay Preventive<br>Ded. Then Colns.<br>Same           | \$0 CoPay Preventive<br>Ded. Then Colns.<br>Same           | \$0 CoPay Preventive<br>\$40 / \$60<br>Same                | \$0 CoPay Preventive<br>\$20 / \$60<br>Same                | \$0 CoPay Preventive<br>\$0 AFTER Ded.<br>Same             | \$0 CoPay Preventive<br>\$0 AFTER Ded.<br>Same             |
| Co-Insurance (In / Out)  |    | 10% / 40%  | 10% / 40%  | 20% / 50%  | 20% / 50%  | 20% / 50%  | 20% / 50%  | 0% / 0%  | 0% / 0%  |
| Single Out of Pocket Max (In / Out)<br><i>* Includes CoPays, Co-Ins., &amp;<br/>Deductible (ACA Plans only)</i>                      |    | 1,500 / Unlimited  | 1,500 / Unlimited  | 5,250 / Unlimited  | 5,250 / Unlimited  | 6,250 / Unlimited  | 5,000 / Unlimited  | 5,000 / 10,000   | 6,000 / 12,000   |
| Family Out of Pocket Max (In / Out)  |    | 4,500 / Unlimited  | 4,500 / Unlimited  | 14,000 / Unlimited   | 14,000 / Unlimited   | 12,500 / Unlimited   | 10,000 / Unlimited   | 14,100 / 28,200  | 12,000 / 24,000  |
| Prescription Drug Card (InNtwrk)<br><i>*Applies to Out of Pkt Max only</i>   |    | \$10 / 20 / 70 /<br>120 / 150 / 250                        | \$10 / 20 / 70 /<br>120 / 150 / 250                        | 20% / 20% / 30%<br>40% / 40% / 50%<br>After Med Deductible | 20% / 20% / 30%<br>40% / 40% / 50%<br>After Med Deductible | \$15 / 25 / 70 /<br>120 / 250 / 350                        | \$10 / 20 / 55 /<br>95 / 150 / 250                         | \$0 AFTER Ded.   | \$0 AFTER Ded.   |
| (In Ntwrk)<br>Lab Testing, X-Ray, (simple diagnostic)<br><i>*Applies to Out of Pkt Max only if CoPay</i>                             |    | Ded. Then Colns.   | Ded. Then Colns.   | Ded. Then Colns.   | Ded. Then Colns.   | Ded. Then Colns.   | Ded. Then Colns.   | \$0 AFTER Ded.   | \$0 AFTER Ded.   |
| Emergency Room<br><i>*Applies to Out of Pkt Max only if CoPay</i>  |    | \$400 CoPay<br>PLUS Ded. & Colns.                          | \$400 CoPay<br>PLUS Ded. & Colns.                          | Ded. Then Colns.   | Ded. Then Colns.   | \$400 CoPay<br>PLUS Ded. & Colns.                          | \$400 CoPay<br>PLUS Ded. & Colns.                          | \$0 AFTER Ded.   | \$0 AFTER Ded.   |
| Urgent Care Co-Pay (In-Ntwrk)<br><i>*Applies to Out of Pkt Max only if CoPay</i>   |    | \$75 CoPay<br>Per Visit                                    | \$75 CoPay<br>Per Visit                                    | Ded. Then Colns.   | Ded. Then Colns.   | \$75 CoPay<br>Per Visit                                    | \$75 CoPay<br>Per Visit                                    | \$0 AFTER Ded.   | \$0 AFTER Ded.   |
| Pediatric Dental & Vision Benefits Incl.<br><i>*Benefits up to age 19</i>  |    | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              | Yes<br>After Medical Ded. Met                              |
| Area Network<br>Hospitals  |    | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin | Blue Choice Preferred<br>OSF, Methodist,<br>Proctor, Pekin |
| MONTHLY RATES  |    |  |  |  |  |  |  |  |  |
| Eric Miller  | EO | 988.27   | 1,112.00   | 752.20   | 861.67   |  |  | 804.47   | 789.67   |
| Deborah Ulrich   | EO | 1,329.51   | 1,429.92   |  |  | 1,194.06   | 1,203.18   |  |  |
| Reema Abi-Akar   | EO | 495.91   | 540.99   |  |  | 470.86   | 474.45   |  |  |
| Gabriel Guevara  | EO | 481.73   | 533.36   |  |  | 445.38   | 448.79   |  |  |
| Raymond Lees   | ES | 2,659.02   | 2,859.84   |  |  | 2,388.12   | 2,406.36   |  |  |
| Britney West   | EO | 453.81   | 499.52   |  |  | 417.12   | 420.31   |  |  |
| Michael Bruner   | EO | 530.92   | 578.64   |  |  | 483.20   | 485.89   |  |  |
|  |    |  |  |  |  |  |  |  |  |
|  |    |  |  |  |  |  |  |  |  |
|  |    |  |  |  |  |  |  |  |  |
| Total  |    | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     | Composite (Age) Rating                                     |
| EST. TOTAL MO. PREMIUM   |    | \$6,939.17   | \$7,554.27   | \$752.20   | \$861.67   | \$5,398.74   | \$5,438.98   | \$804.47   | \$789.67   |
| % of Increase from current   |    |  | 8.86%  |  | 14.55%   | -9.28%   | -8.6%  | 6.95%  | 5%   |
| \$ Difference Monthly  |    |  | \$615.10   |  | \$109.47   | -\$552.16  | -\$511.92  | \$52.27  | \$37.47  |
| \$ Difference Annually   |    |  | \$7,381.20   |  | \$1,313.64   | -\$6,625.92  | -\$6,143.04  | \$627.24   | \$449.64   |

Carrier Disclaimer:

Final Rates, approval of coverage and effective date will be based on actual enrollment and underwriting. This is not a guarantee of coverage. Quotes are based on an effective date of 3/1/23. This benefit comparison is intended to provide a general overview of benefits and premiums.

Note:

"Unlimited" - No stop loss for out of network services



December 22, 2022

ENVISION INSURANCE GROUP LLC  
456 E MAIN ST  
GALESBURG, IL 61402

S-80

### **Renewal for Tri Cty Regional Planning Comm, Group #35690**

Thank you for choosing Delta Dental of Illinois as your dental benefits carrier. Oral health is key to overall health, and preventive care is vital to good oral health. We're delighted to provide your group with dental coverage to help your employees get the oral health care they need, and especially pleased to partner with your group to help ensure your employees and their covered dependents have a lifetime of healthy smiles.

We are pleased to present Delta Dental of Illinois' renewal package for Tri Cty Regional Planning Comm, Group #35690. Renewal rates for your selected plan/s and coverage/s are below.

### **Renewal and Current Rates – Delta Dental of Illinois**

Rates are effective: March 1, 2023- February 28, 2025

| <b>Delta Dental PPO</b> | <b>Current Rates</b> | <b>Renewal Rates</b> |
|-------------------------|----------------------|----------------------|
| <b>Single</b>           | <b>\$26.22</b>       | <b>\$27.00</b>       |
| <b>Single+1</b>         | <b>\$54.77</b>       | <b>\$56.34</b>       |
| <b>Family</b>           | <b>\$98.81</b>       | <b>\$101.25</b>      |

*\*The rates include Delta Dental of Illinois' expected tax imposed by the Affordable Care Act (ACA), which is 1.2%. This percentage will be evaluated during the year and may be adjusted if necessary.*

### **One Good Plan Deserves Another**

Groups can receive a discount of 2% on their dental plan rate by adding a qualifying DeltaVision®\* group product to a Delta Dental of Illinois dental plan. DeltaVision is offered in association with EyeMed Vision Care networks. Our vision plans offer quality coverage, single-site administration, larger networks, more benefits and a better member experience. We have included two DeltaVision quotes for your review.

### **Smart Option Non-Benefit Eligible Employees**

Delta Dental of Illinois strives to help all of your employees as healthy as possible. Individuals with dental insurance go to the dentist more than those without to get the oral health care services they need. Consider our dental plans for Illinois individuals and families for your non-benefit eligible employees. Please visit [deltadentalil.com](http://deltadentalil.com) and select Shop for Plans for more details on our individual product offerings.

### **ACA/EHB rider option**

Groups with 50 or fewer employees can choose to add the Delta Dental of Illinois Individual Kids Preferred Plan as an ACA rider to their plan. The Individual Kids Preferred Plan uses the Delta Dental PPO network with an Exclusive Provider Feature where benefits are paid only when a member uses a Delta Dental PPO dentist. Delta Dental PPO dentists cannot bill members for charges over the PPO allowed amount. Please contact us if you'd like a quote.

### **Wellness: Plan Enhancements**

All of our Delta Dental PPO and Delta Dental Premier plans include coverage for implant therapy and posterior composites (tooth-colored fillings on back teeth) and our Enhanced Benefits Program. This program enhances coverage for individuals who have specific health conditions that can be positively affected by additional oral health care. Conditions include diabetes, pregnancy, periodontal disease, high-risk cardiac conditions, kidney disease, cancer-related chemotherapy and radiation, and suppressed immune systems.

You can also visit [deltadentalil.com/oralhealth](http://deltadentalil.com/oralhealth) for a host of oral health resources.

We value your business. We have enjoyed our business partnership and look forward to continuing our relationship. If you have any questions, please contact me. **If we do not receive a signed letter from you by February 15th, Delta Dental of Illinois will assume you agree to the proposed rates for your existing benefit plans and renew your existing benefit plans.**

Sincerely,  
Delta Dental of Illinois Small Group Team  
630-718-4767  
[smallgroupteam@deltadentalil.com](mailto:smallgroupteam@deltadentalil.com)



## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

| VISION PLAN RATES - VSP A56 |                    |              |                |              |                |
|-----------------------------|--------------------|--------------|----------------|--------------|----------------|
| Tier                        | Enrolled Employees | CURRENT      |                | RENEWAL      |                |
|                             |                    | Monthly Rate | Annual Premium | Monthly Rate | Annual Premium |
| EE                          | 9                  | \$11.36      | \$1,227        | \$12.04      | \$1,300        |
| EE & SP                     | 0                  | \$19.11      | \$0            | \$20.26      | \$0            |
| EE & CH                     | 0                  | \$19.49      | \$0            | \$20.66      | \$0            |
| FAMILY                      | 0                  | \$30.85      | \$0            | \$32.70      | \$0            |
| <b>TOTAL</b>                | <b>9</b>           |              | <b>\$1,227</b> |              | <b>\$1,300</b> |

This plan is currently offered for Insurance Class 1

| STD PLAN RATES |              |                |              |                |
|----------------|--------------|----------------|--------------|----------------|
| Volume         | CURRENT      |                | RENEWAL      |                |
|                | Monthly Rate | Annual Premium | Monthly Rate | Annual Premium |
| \$2,700        | \$0.750/\$10 | \$2,430        | \$0.750/\$10 | \$2,430        |

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

### BASIC LIFE PLAN RATES

| Coverage   | Volume    | CURRENT        |                | RENEWAL        |                |
|------------|-----------|----------------|----------------|----------------|----------------|
|            |           | Monthly Rate   | Annual Premium | Monthly Rate   | Annual Premium |
| BASIC LIFE | \$402,500 | \$0.360/\$1000 | \$1,739        | \$0.360/\$1000 | \$1,739        |

This plan is currently offered for Insurance Class 1

### AD&D PLAN RATES

| Coverage | Volume    | CURRENT        |                | RENEWAL        |                |
|----------|-----------|----------------|----------------|----------------|----------------|
|          |           | Monthly Rate   | Annual Premium | Monthly Rate   | Annual Premium |
| AD&D     | \$402,500 | \$0.023/\$1000 | \$111          | \$0.023/\$1000 | \$111          |

## **RESOLUTION 23-42**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT WITH BLUE CROSS FOR MEDICAL INSURANCE; GUARDIAN FOR VISION, SHORT TERM DISABILITY, LIFE INSURANCE; AND DELTA DENTAL FOR DENTAL INSURANCE**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides medical, dental, vision, short term disability, and life insurance for its eligible fulltime employees and eligible dependents,

**WHEREAS**, in September 2021, the Commission authorized the selection of Envision Insurance Group from Morton, IL as our broker to assist the Commission in selecting medical, vision, short term disability, life and dental insurance plans, and

**WHEREAS**, the Commission's current Health Insurance plans, provided by United Healthcare of River Valley, Guardian and Delta Dental expire on February 28, 2023,

**WHEREAS**, Blue Cross/Blue Shield can provide comparable medical insurance coverage to employees at a cost significantly lower than United Healthcare of Illinois, and

**WHEREAS**, the Commission has agreed to offer a dual tier plan for healthcare benefits,

**WHEREAS**, the Commission desires an agreement with Blue Cross Platinum, PPO Plan and HSA Plan for medical insurance beginning March 1, 2023,

**WHEREAS**, the Commission policy is to offer an employer contribution for employees choosing the HSA option for medical consisting of \$500 for employee and \$1,000 for family for beginning March 1, 2023,

**WHEREAS**, the Commission's current Vision, Short-Term Disability, and Life Insurance plans, currently provided by Guardian Insurance, and Dental Plan provided by Delta Dental expire on February 28, 2023,

**WHEREAS**, the Commission desires agreement with Guardian Insurance to provide Vision, Short-Term Disability, and Life Insurance for employees, and Delta Dental Insurance beginning March 1, 2023

### **THEREFORE, BE IT RESOLVED**

That the Commission authorize the Executive Director to enter into agreements with Blue Cross for medical insurance, Guardian Insurance for Vision, Short-Term Disability, and Life Insurance, and Delta Dental for dental insurance beginning March 1, 2023.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

\_\_\_\_\_  
Greg Menold, Chairman  
Tri-County Regional Planning Commission

### **ATTEST:**

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

# Premium Quotation

**Insured: Tri County Regional Planning Commission**

**Policy Term: February 25, 2023 – February 25, 2024**

| <u>Coverage</u>              | <u>Expiring Premium</u> | <u>Renewal Premium</u> |
|------------------------------|-------------------------|------------------------|
| Package                      | \$3,251                 | \$3,288                |
| Workers Compensation         | \$1,353                 | \$1,338                |
| Professional Liability       | \$5,076                 | \$5,276                |
| <b>Total Annual Premium:</b> | <b>\$9,680</b>          | <b>\$9,902</b>         |

## **RESOLUTION 23-43**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT WITH CINCINNATI INSURANCE FOR GENERAL INSURANCE POLICIES.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, purchases Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance for insurance coverage, and

**WHEREAS**, in September 2021, the Commission authorized the selection of Envision Insurance Group as our insurance broker to assist in selecting insurance coverage, and

**WHEREAS**, the Commission's current general insurance coverage expires on February 28, 2023, and

**WHEREAS**, Envision Insurance Group has received quotes from three qualified carriers and recommends Cincinnati Insurance to provide the Commission with appropriate insurance coverage, and

**WHEREAS**, Cincinnati Insurance offers the Commission the most competitive rates for Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance beginning March 1, 2023.

#### **THEREFORE, BE IT RESOLVED**

That the Commission authorizes Executive Director to execute agreement with Cincinnati Insurance to continue our coverage for Professional Liability, Directors & Officers, Umbrella (Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance beginning March 1, 2023 to February 28, 2024.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

\_\_\_\_\_  
Greg Menold, Chairman  
Tri-County Regional Planning Commission

#### **ATTEST:**

\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 23-44**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO RENEW THE CONTRACT TO THE CLEANING SOURCE FOR JANITORIAL SERVICE**

**WHEREAS**, the Commission's staff has developed and scope of work and requested bids from qualified Janitorial Service companies to clean the Commission offices twice a week,

**WHEREAS**, the Commission's staff has received and evaluated a bid from The Cleaning Source for \$194.00 per month, a slight increase from \$186.00, and a bid from PHD Services for \$305.00 per month.

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

That the Commission authorizes the Executive Director to renew the contract with The Cleaning Source to clean our office in the amount of \$194.00 per month or \$2328.00 annually.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## **RESOLUTION 23-48**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE HUMAN SERVICE TRANSPORTATION PLAN DOCUMENT**

**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**, Illinois Department of Transportation (IDOT) defined 11 regions across downstate Illinois to coordinate human services and transit planning; and

**WHEREAS**, the Commission, has managed the creation of the Region 5 HSTP document, which includes Peoria, Tazewell, Woodford, Marshall, Stark, Knox, and Fulton counties; and

**WHEREAS**, the planning process of the HSTP document is meant to address the transportation needs of senior citizens, people with disabilities, and other marginalized populations to provide recommendations and implementation strategies to close the transportation gap of said demographic in Region 5; and

**WHEREAS**, on behalf of the Commission, the HSTP Coordinator oversaw the development of the HSTP document to meet the requirements of IDOT; and

**WHEREAS**, the HSTP document was developed through a participatory process as prescribed in the Commission's 2021 Public Participation Plan (PPP), where public comment was sought after and incorporated into the final HSTP document; and

**WHEREAS**, the HSTP Committee, the Technical Committee, and the Commission have reviewed the HSTP document, and the Technical Committee recommended to the Commission the adoption of the HSTP document.

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

That the Commission adopts the Human Service Transportation Plan document.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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

## **RESOLUTION 23-51**

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE AMENDMENT ONE TO THE LONG-RANGE TRANSPORTATION PLAN 2045.**

**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 Long-Range Transportation Plans (LRTPs), and Title 23 Code of Federal Regulations, Section 450.324, records the required content; and

**WHEREAS**, the Commission, through a continuing, cooperative, and comprehensive (3C) transportation planning process, worked with its member jurisdictions and stakeholders in preparing the LRTP update for planning horizon year 2045 in accordance with the above stated regulation and through a participatory process as prescribed in the Commission's Public Participation Plan (PPP); and

**WHEREAS**, the LRTP 2045 is the official multimodal transportation plan defining the transportation demands, goals, objectives, desired projects, and a fiscally constrained list of transportation projects to be funded with federal and state funding sources through the 2045 planning horizon; and

**WHEREAS**, the Technical Committee recommended approval of the LRTP 2045 on May 20, 2020, and the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee authorized the adoption on June 3, 2020; and

**WHEREAS**, this amendment serves to incorporate into the LRTP 2045 some of the submitted projects for the Fiscal Year (FY) 2023-26 Transportation Improvement Plan (TIP) Illustrative Project Listing and the Regional Project Prioritization Process; and

**WHEREAS**, Amendment One has undergone a 45-day public comment period from December 7, 2022 to January 20, 2023; three public meetings – December 7, 2022 Commission meeting; January 16, 2023 Executive Board Committee meeting; and January 18, 2023 Technical Committee meeting – and received various comments from member jurisdictions during the public comment period that have been incorporated in this Amendment One; and

**WHEREAS**, the Commission has reviewed Amendment One to the LRTP 2045.

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

That the Commission hereby approves and adopts Amendment One to the Long-Range Transportation Plan 2045.

Presented this 1<sup>st</sup> day of February 2023

Adopted this 1<sup>st</sup> day of February 2023

ATTEST:

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

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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) |
|----------|-----------------------|------------|--------------------------------|
| 2/1/2023 | From<br>2023          | To<br>2026 | MPO, City of Peoria, and IDOT  |

**PROJECT INFORMATION**

| PROJECT TITLE                | PPUATS TIP NUMBER | PROJECT CONTRACT NUMBER | PROJECT NUMBER (PPS#) | PROJECT SECTION NUMBER | IMPROVEMENT LOCATION                            | ACTION             | FUNDING SOURCE | FUNDING SHARE (%) | TOTAL COST |
|------------------------------|-------------------|-------------------------|-----------------------|------------------------|---|--------------------|----------------|-------------------|------------|
| Cloverdale Road Preservation | C-25-01           |                         |                       |                        | Cloverdale Rd from western city limits to IL-29 | Mill & Resurfacing | STBG-U         | 80%               | \$ 416,320 |
|                              |                   |                         |                       |                        |   |                    |                |                   |            |
|                              |                   |                         |                       |                        |   |                    |                |                   |            |
|                              |                   |                         |                       |                        |   |                    | State          |                   |            |
|                              |                   |                         |                       |                        |   |                    | Local          | 20%               | \$ 104,080 |
|                              |                   |                         |                       |                        |   |                    | Total          |                   | \$ 520,400 |

Reason for Amendment: Adding to FY 2025 Program

|                            |          |  |  |  |  |                    |            |     |            |
|----------------------------|----------|--|--|--|--|--------------------|------------|-----|------------|
| Parkway Drive Preservation | TZ-25-01 |  |  |  | Parkway Dr from Pekin city limits to IL-98 | Mill & Resurfacing | STBG-U     | 80% | \$ 240,000 |
|                            |          |  |  |  |  |                    |            |     |            |
|                            |          |  |  |  |  |                    |            |     |            |
|                            |          |  |  |  |  |                    | State      |     |            |
|                            |          |  |  |  |  |                    | Local      | 20% | \$ 60,000  |
| Total                      |          |  |  |  |  |                    | \$ 300,000 |     |            |

Reason for Amendment: Adding to FY 2025 Program

|                                |          |  |  |  |   |                    |        |     |              |
|--------------------------------|----------|--|--|--|---|--------------------|--------|-----|--------------|
| Santa Fe Trail<br>Preservation | WC-26-01 |  |  |  | Santa Fe Trail from<br>Lourdes Rd to IL-116 | Mill & Resurfacing | STBG-U | 51% | \$ 820,000   |
|                                |          |  |  |  |   |                    |        |     |              |
|                                |          |  |  |  |   |                    |        |     |              |
|                                |          |  |  |  |   |                    | State  |     |              |
|                                |          |  |  |  |   |                    | Local  | 49% | \$ 780,000   |
|                                |          |  |  |  |   |                    | Total  |     | \$ 1,600,000 |

Reason for Amendment: Adding to FY 2026 Program

|   |           |  |  |             |  |  |       |     |               |
|---|-----------|--|--|-------------|--|--|-------|-----|---------------|
| Adams Street and Jefferson Street Signal Upgrades | PEO-21-02 |  |  | 18-00377-00 | SW Jefferson St at IL-40, Liberty, Fulton, Main, & Hamilton; SW Adams St at IL-40, Harrison, Liberty, Fulton, & Main | Changing existing one-way pedestal signals to mast arms from two-way traffic at eight intersections, replacing two signals for two-way operations, and upgrading signals at one intersection in downtown. Adding corner bump outs. | HSIP  | 14% | \$ 1,804,551  |
|   |           |  |  |             |  |  |       |     |               |
|   |           |  |  |             |  |  |       |     |               |
|   |           |  |  |             |  |  | State |     |               |
|   |           |  |  |             |  |  | Local | 86% | \$ 11,495,449 |
|   |           |  |  |             |  |  | Total |     | \$ 13,300,000 |

Reason for Amendment: Dissolving Project PEO-20-01 (Design engineering) and moving all federal and local match to Project PEO-21-02 (Construction). Added an additional \$11,294,943 in MFT and other local funding. Moving project to FY 2023 program

|  |         |       |                              |                                |                                     |  |                        |     |            |
|--|---------|-------|------------------------------|--------------------------------|-------------------------------------|--|------------------------|-----|------------|
| Motorist Caused Highway Damage Repairs | S-23-11 | 68H01 | 0-01213-4001<br>0-01873-4001 | D4 Guardrail Repairs 2023-MCHD | Varuous Locations within District 4 | Repair and replace motorist caused damage to fences, guardrail, and cable barrier. | Federal (Covid Supp.)  | 12% | \$ 100,000 |
|  |         |       |                              |                                |                                     |  |                        |     |            |
|  |         |       |                              |                                |                                     |  | State (MCHD Funds)     | 86% | \$ 730,000 |
|  |         |       |                              |                                |                                     |  | State (SWLI Cabel Bar) | 2%  | \$ 18,000  |
|  |         |       |                              |                                |                                     |  | Local                  |     |            |
| Total                                  |         |       |                              |                                |                                     |  |                        |     | \$ 848,000 |

Reason for Amendment: Adding to FY 2023 Program with Advanced Construction Status for an anticipated March 2023 letting

|                 |         |       |              |                                   |  |   |                |            |            |
|-----------------|---------|-------|--------------|-----------------------------------|--|---|----------------|------------|------------|
| Traffic Signals | S-23-12 | 68H56 | 0-01495-4001 | D4 Mast Arm Replacement 2023<br>1 | Intersection of IL-8/116 (MacArthur Highway) & Washington Street in Peoria | Remove & replace traffic signal mast arms and post a IL-8/116 (MacArthur Highway) & Washington Street | Federal (NHPP) | 19%        | \$ 160,000 |
|                 |         |       |              |                                   |  |   |                |            |            |
|                 |         |       |              |                                   |  |   |                |            |            |
|                 |         |       |              |                                   |  |   | State          | 5%         | \$ 40,000  |
|                 |         |       |              |                                   |  |   | Local          |            |            |
| Total           |         |       |              |                                   |  |   |                | \$ 200,000 |            |

Reason for Amendment: Adding to FY 2023 Program with Advanced Construction Status for an anticipated March 2023 letting

|  |  |  |  |  |  |  |       |  |      |
|--|--|--|--|--|--|--|-------|--|------|
|  |  |  |  |  |  |  |       |  |      |
|  |  |  |  |  |  |  |       |  |      |
|  |  |  |  |  |  |  |       |  |      |
|  |  |  |  |  |  |  | State |  |      |
|  |  |  |  |  |  |  | Local |  |      |
|  |  |  |  |  |  |  | Total |  | \$ - |

Reason for Amendment:

|            |  |
|------------|--|
| Technical  |  |
| Commission |  |

|                             |  |
|-----------------------------|--|
| IDOT District 4 Local Roads |  |
| IDOT District 4 Programming |  |
| FHWA                        |  |

## **RESOLUTION 23-50**

### **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 1<sup>st</sup> day of February 2023

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## RESOLUTION 23-52

**A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO TWO MEMORANDA OF UNDERSTANDING, ONE WITH THE CITY OF PEKIN AND ONE WITH THE CITY OF PEORIA FOR COST SHARE WITH FISCAL YEAR 2023 PROGRAMMED SPECIAL TRANSPORTATION STUDIES.**

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

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

**WHEREAS**, the Commission established a Special Transportation Studies (STS) program in FY23 utilizing up to \$123,000 in FY23 Federal Transportation Planning Funds and \$8,044 in leftover FY22 STS funding, amounting to \$131,044 in available funding; and

**WHEREAS**, the Commission programmed the City of Chillicothe's Trail Master Plan, City of Pekin's Master Bike and Pedestrian Plan; City of Peoria's Sterling Avenue and Forrest Hill Intersection Study; and staff's travel demand modelling (TDM) request on September 7, 2022; and

**WHEREAS**, the City of Pekin was awarded \$60,000 in STS funding, with a \$10,000 local match, for a total project cost of \$70,000; and

**WHEREAS**, the City of Peoria was awarded \$28,000 in STS funding, with a \$7,000 local match, for a total project cost of \$35,000; and

**WHEREAS**, a Memorandum of Understanding (MOU) has been developed for each project to outline the cost share and billing practices associated with the consultant-led STS project.

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

That the Commission authorizes the Executive Director to execute Memoranda of Understanding with both the City of Pekin and City of Peoria for cost share and billing practices associated with their programmed FY 2023 Special Transportation Studies project.

Presented this 1st day of February 2023

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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

## **RESOLUTION 23-53**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY FOR \$60,000 IN SECTION 319 FUNDS AND \$40,000 IN LOCAL FUNDS TO PROCURE A CONSULTANT TO DEVELOP A WATERSHED PLAN FOR KICKAPOO CREEK.**

**Whereas**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, has in the past administrated the development of watershed plans; and

**Whereas**, the Commission requested funding through the Illinois Environmental Protection Agency (IEPA) Section 319 grant program to develop a United States Environmental Protection Agency (US EPA) compliant watershed plan for Kickapoo Creek; and

**Whereas**, the project's goal is understanding how to improve the Kickapoo Creek Watershed in the following ways: working with regional stakeholders to inventory existing conditions; identifying best practices for sediment reduction; managing stormwater discharge; recognizing pollutants and pollutant levels; and developing a watershed-level action plan to implement the best management practices and educate the local community; and

**Whereas**, the IEPA has awarded the Commission \$100,000 for a consultant-led watershed plan with \$60,000 funded with Section 319 funding, and the remaining \$40,000 from local sources; and

**Whereas**, the Commission has reached out to stakeholders and has received financial support from the City of Peoria for \$5,000; GFL Environmental Inc. for \$5,000; and Greater Peoria Sanitary District for \$10,000; and the Commission is in contact with numerous other stakeholders to assist with the required \$40,000 local match; and

**Whereas**, the Commission proposes to administer this grant in cooperation with stakeholders contributing to the required local match, numerous other stakeholders, and a consultant to be selected by the Commission and these stakeholders.

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

That the Commission commits \$20,000 in funding for the local match and authorizes its Executive Director to enter into an Intergovernmental Agreement with the Illinois Environmental Protection Agency for an amount not to exceed \$100,000, execute agreements with financial supporting stakeholders, and execute a contract with a selected consultant to assist in developing the Section 319 Kickapoo Creek Watershed Plan for an amount not to exceed \$100,000.

Presented this 1st day of February 2023.

Adopted this 1st day of February 2023

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Greg Menold, Chairman  
Tri County Regional Planning Commission

ATTEST:

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Eric W. Miller  
Tri-County Regional Planning Commission