



## **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., May 5, 2023**

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

#### **4. Motion to approve April 5, 2023 Commission minutes**

#### **5. Chairman report**

#### **6. Executive Director report**

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

- a. Motion to approve March 2023 Financial Statements and Billings (Resolution 23-67)
- b. Motion to approve engagement letter with Martin Hood LLC for FY2023 financial audit (Resolution 23-69)
- c. Review of Draft FY24 budget – Handout

#### **8. Administration**

- a. Motion to adopt the Slate of Officers, Executive Board, Committee Chairpersons and Members for a period from July 1, 2023 to June 30, 2024 (Resolution 23-45)
- b. Motion to approve purchasing technology and equipment upgrades (Resolution 23-72)
- c. Motion to approve Executive Director to enter into an agreement with the Pekin Housing Authority for environmental review oversight (Resolution 23-73)

#### **9. Transportation**

- a. Motion to approve Transportation Program Amendments (Resolution 23-68)
  - i. Project S-23-14 Safety-Add Turn Lane at IL-116 & Cameron Ln
  - ii. Project PEK-24-01 Railroad Grade Crossing Improvement
  - iii. Project W-24-02 Railroad Grade Crossing Improvement
  - iv. Project 5310-24-01 Crosswalk Safety Improvement Feasibility Study
- b. Discussion and motion to approve Transportation Alternative funding (Resolution 23-70)
- c. Motion to approve Executive Director to execute activities related to a Regional Bicycle and Pedestrian Workshop (Resolution 23-71)
- d. Discussion of Tri-County's Public Participation Plan 2023 Update

#### **10. Updates**

- a. IDOT
- b. FHWA

#### **11. Other**

- a. Staff Presentation – Reema

#### **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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### 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
Mike Hughes Chillicothe	x		Leon Ricca Bartonville		x
Rita Ali City of Peoria		x	Nate Parrott Morton	x	
Patrick Urich City of Peoria		x	Autum Jones Woodford Co	x	
Rick Powers City of Peoria	x		Chuck Nagel, Woodford Co.	x	
Ron Talbot Creve Coeur	x		Andrew Rand, Peoria Co.		x
John Kahl East Peoria.	x		Don White Peoria Co.	x	
Ann Doubet, Germantown Hills	x		Russ Crawford Tazewell Co.	x	
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	x	
Becky Cloyd, City of Pekin.		x	Don Knox CityLink	x	
Gary Manier, Washington	x		Karen Dvorsky, IDOT	x	
James Dillon West Peoria	x				

Present: Eric Miller, Debbie Ulrich, Michael Bruner, Rebecca Eisele, Ray Lees, Logan Chapman, Debbi LaRue, and Gabriel Guevara. Staff virtual: Britney West, and Anthony Baumann. Also virtual: Betsy Tracy- FHWA. and Mike Huddleson. Also present: Brandon Geber- IDOT, and Camille Coates

#### 3. Public Input-none

#### 4. Motion to approve March 1, 2023, Commission minutes.

Ron Talbot moved to approve March 1, 2023, Commission minutes and John Kahl seconded. Motion carried.

## **5. Chairman report**

Chairman Don White updated the Executive Order expires on April 29, 2023. You need to be in person to count as quorum.

## **6. Executive Director report**

Eric Miller updated on the following:

- Introduced Debbi La Rue as new Planner III. She used to be employed at Farnsworth.
- Processing procurement for various studies
- Working on Port Master Plan, and Community Comp Plans
- Reviewing IMRF cost study. Increase to participants 12.69% with 5.7% employee contribution. The timeframe we are looking at is July 1<sup>st</sup> and target date is August adoption.

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

- a. Motion to approve February 2023 Financial Statements and Billings (Resolution 23-60)

Ron Talbot moved to approve February 2023 Financial Statements and Billings (Resolution 23-60) and Chuck Nagel seconded.

Rebecca Eisele reported on the following:

- Total Operating Cash at the end of the month was \$883,853. Operating Cash decreased in February by (\$59,783) compared to January.
- Accounts Receivable at the end of February was \$169,265. Of the A/R balance, \$118,966 was federal funds, \$22,169 was State funds, and the remaining \$28,130 was Local GIS and Planning Services, and matching funds for the Kickapoo Creek Watershed Study.
- Total AR in February increased compared to January. However, AR decreased by (\$39,113) compared to the same period last year. Both the monthly increase and the annual decrease are due to normal variance in billing.
- Accounts Payable balance at the end of February was \$67,830. Of that amount, \$58,951 was unpaid pass-through expenses as of the end of February. The remaining \$8,879 in Accounts Payable at the end of the month was for regular monthly bills unpaid on the last day of the month.
- Billing for February was \$132,061 minus direct pass-through expenses of (\$64,649) resulting in Operating Revenue of \$67,412.
- Total Expenses for February were \$138,962 minus direct pass-through expenses of (\$64,649) resulting in Operating Expenses of \$74,313.
- February had 19 regular working days, 1 paid holiday, and 67.5 hours of PTO were used by staff.
- February resulted in a deficit of (\$6,901). Fiscal Year 2023 so far has a net surplus of \$182,114.

Motion carried.

- b. Motion to approve Executive Director to enter into an Accounting Software-As-A-Service agreement with INTUIT Quickbooks for an amount not to exceed \$2,000 (Resolution 23-66)

John Kahl moved to approve Executive Director to enter into an Accounting Software-As-A-Service agreement with INTUIT Quickbooks for an amount not to exceed \$2,000 (Resolution 23-66) and Nate Parrott seconded.

Rebecca Eisele said our Quickbooks needs to be updated.

Motion carried.

## 8. Transportation

### a. Motion to approve Transportation Program Amendments (Resolution 23-62)

- i. Project CL-24-04 Diesel Buses
- ii. Project CL-24-08 Refurbish 35 Diesel Buses
- iii. CL-24-09 New Farebox/Validators System
- iv. CL-24-10 A & E Services

James Dillon moved to approve Transportation Program Amendments (Resolution 23-62) and Autum Jones seconded.

Michael Bruner updated on the following:

- i. Project CL-24-04 Diesel Buses
  - (1) Adding additional funding
    - a. FTA 5307 funding- Total of \$6 million with \$5,200,000 of additional funds and
    - b. Transit Transportation Development Credit (TDC) funding \$1.5 million.
  - (2) GPMTD has 20 buses that have reached their useful life.
  - (3) Looking to replace 9 to 10 of the 20 buses with this funding.
- ii. Project CL-24-08 Refurbish 35 Diesel Buses
  - (1) Adding to the FY 2024 Program
  - (2) Looking to refurbish the remaining 10 buses that have reached their useful life with \$2.7 million.
- iii. CL-24-09 New Farebox/Validators System
  - (1) Adding to the FY 2024 Program
  - (2) The project is upgrading CityLink, CityLift, and CountyLink buses with new validator systems that allow riders to use multiple methods for paying fares.
- iv. CL-24-10 A & E Services
  - (1) Adding to the FY 2024 Program
  - (2) The funding is for extending the Construction oversight and administration due to delays with new maintenance and administrative facilities.

Motion carried.

### b. Motion to approve Transit Asset Management Performance Measure (Resolution 23-63)

Ron Talbot moved to approve Transit Asset Management Performance Measure (Resolution 23-63) and John Kahl seconded.

Michael Bruner updated on the following:

- i. The National Transit Asset Management System requires all agencies that receive federal financial assistance that own, operate, or manage capital assets used in the provision of public transportation to create a Transit Asset Management (TAM) Plan.
- ii. Agencies can meet this requirement either through an individual or Group TAM Plan.
- iii. IDOT, the Illinois Public Transit Association (IPTA), and the Rural Transit Assistance Center (RTAC) cooperatively supported the development of the Illinois' Group TAM Plan for all Tier 2 agencies.
- iv. Tier 2 provider means a recipient that owns, operates, or manages 100 or fewer vehicles in revenue service (Rolling stock) during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, a sub-recipient under the 5311 Rural Area Formula Program, or any American Indian tribe.

- v. Historically, TCRPC has elected to support the Tier 2 Group Plan Transit Asset Management Performance Measures and other state's targets. MPO's are not assessed for significant progress made towards established targets.
- vi. We are electing to support the Tier 2 Group TAM Plan targets.
- vii. You can find the baseline data as well as projected data on page 2 & 3 of the memo.

Motion carried.

- c. Motion to approve FY2024 Unified Planning Work Program (UPWP) (Resolution 23-61) – Handout.

John Kahl moved to approve FY2024 Unified Planning Work Program (UPWP) (Resolution 23-61), and Nate Parrott seconded.

Michael Bruner updated on the following:

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

Motion carried.

John Kahl asked if this document can be amended, Mark Luft should be changed? Michael Bruner said yes.

- d. Motion to approve Section 5310 Funding (Resolution 23-64)

Ron Talbot moved to approve Section 5310 Funding (Resolution 23-64) and John Kahl seconded.

- i. Section 5310 funding is from the FTA, aimed at increasing the mobility options of seniors and people with disabilities.
- ii. Put out a call for projects that ended in February.
  - 1. \$335,187 total from 2021, 2022, CRRSA, and ARPA funding
    - (1) *Coronavirus Response & Relief Supplement Appropriations Act*
    - (2) *American Rescue Plan Act*
  - 2. TCRPC received one application- City of East Peoria
    - (1) Phase I Engineering for a pedestrian crossing at IL-116/Main Street and Mariners Way (near Jonah's Seafood House & East Port Marina).
    - (2) Currently no pedestrian signalized crossings or crosswalks here, and this is a by the intersection near Route #20 ICC Express CityLink bus stop.
    - (3) Requested \$20,000 federal and a \$5,000 local match (80/20)

Motion carried.

Eric Miller added that we need to use all these funds. Projects are for good use for transit routes. We need to make use of these funds.

- iii. Recommendation

- 1. **Fund this product** (HSTP) Urban subcommittee was not opposed)

2. 100% federal- COVID funds allow up to 100% federal.
3. Rest of funds

**(1) Pass along the expiring 2021 funds (\$114,847) to IDOT'S Consolidated Vehicle Procurement (CVP) program.**

- i. Statewide competitive program that distributes accessible vehicles as part of the 5310 programs

**(2) The remaining funds that will still be available for the next round are \$195,340, plus additional 2023 funds (\$165,242)**

- i. \$360,582 for next time- maybe in the fall

4. TCRPC has used a combination of these methods in the past.

Motion carried.

- e. Motion to approve Executive Director to enter into an agreement with Federal Highway Administration and sub agreements with a selected consultant for Safe Streets and Roads for All grant (Resolution 23-65)

Greg Menold moved to approve Executive Director to enter into an agreement with Federal Highway Administration and sub agreements with a selected consultant for Safe Streets and Roads for All grant (Resolution 23-65) and Chuck Nagel seconded.

Michael Bruner updated on the following:

- i. The Infrastructure Investment and Jobs Act (IIJA) established the Safe Streets and Roads for All (SS4A) Discretionary Grant Program
  1. Includes \$5 billion in appropriated funds for Federal Fiscal Years 2022-2025
  2. Support the U.S. Department of Transportation's goal of zero deaths and serious injuries on our nation's roadways.
- ii. The SS4A Discretionary Grant funds are awarded on a competitive basis to support planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injuries on roads and streets involving all users through:
  1. The development of updating of a Comprehensive Safety Action Plan (CSAP),
  2. Conducting supplemental planning activities for CSAP, or
  3. Implementing projects identified in a CSAP.
- iii. The Commission applied for and received \$400,000 in federal SS4A funding, with a \$100,000 non-federal cost share, for a total project cost of \$500,000 to develop a qualifying CSAP in the Tri-County region of Peoria, Tazewell, and Woodford counties.
  1. This project will position the region to pursue implementation grants through the SS4A future funding cycles, and to pursue other transportation grants, such as Highway Safety Improvement Program (HSIP).
  2. The \$100,000 non-federal cost share will utilize the Commission's FY 2024 MPO membership dues (\$233,816 pot)

Motion carried.

- f. Discussion of FY 2024-27 Transportation Improvement Program

Michael Bruner updated on the following:

- i. Tri-County typically updates the TIP on an annual basis at the beginning of each fiscal year.
- ii. Soon staff will start the process to develop the FY 2024-27 TIP
- iii. To aid in the development process, staff will be reaching out to member jurisdictions.
  1. To get an update on current FY 2023-26 TIP projects, and
  2. An idea on additional projects members expected to be funded in FY2024-27.

g. IDOT-SPR grant application.

Michael Bruner updated on the following:

- i. IDOT released a call for projects for the SPR 2024 Program on February 24, 2023
- ii. Applications are due on March 30, 2023
- iii. SPR funds are used to support planning and research activities.
- iv. Statewide Planning and Research funds are federal funds.
  1. 20% match is required to use these funds.
- v. Staff recognizes that data is fundamental to an effective and valuable regional planning process.
- vi. Staff submitted a two-part grant application.
  2. Traffic Signal Asset Management Plan
    - (1) Include an inventory of local agency-controlled traffic signals within the Tri-County Metropolitan Planning Area (MPA).
      - i. GIS database with location and attribute information, such as signal type or model, serial number, general condition, broadband connectivity, firmware version, IP address, approximate age of equipment, ADA compliance, push-button operation, etc.
    - (2) While inventorying information at each signal location, a consultant will extract timing plans from each signal box to collect AM and PM timings.
      - i. This data will be imported into the Tri-County Activity-Based Travel Demand Model
    - (3) Additionally, the consultant will utilize federal, state, and local regulatory-compliant best management practices (BMP's) to calculate appropriate pedestrian walk and clearance intervals, yellow change intervals, and all red clearance intervals.
  3. Bicycle & Pedestrian Counting Equipment
    - (1) TCRPC is preparing to update BikeConnect HOI, Tri County's regional bicycle plan.
    - (2) It is especially important to create a holistic, data-informed process in place to regularly collect data.
    - (3) In the case of this new active transportation plan, this data will take the form of pedestrian and bicycle counts. To retrieve these counts, TCRPC proposes purchasing bicycle and pedestrian counting equipment.
- vii. Announcement of successful projects is anticipated to be on or about July 1, 2023.

## 9. Updates

a. Transportation Alternative (TA) Set-Aside

Michael Bruner updated on the following:

- i. TCRPC opened a call for projects for the Transportation Alternative (TA) Set- Aside on February 15<sup>th</sup>.
- ii. Approximately \$1,458,565 is available from FYs 2021,2022, and 2023.
- iii. Maximum project award if \$486,188.
- iv. Applications are due Friday, March 31, 2023
- v. Submitted applications.
  1. Peoria County- Construction of Maxwell Road and middle Road Sidewalk & Multi-Use Trail
    - (1) Federal: \$486,188 (71.6%)-if increased to 80% \$543,159

(2) Local: \$192,761 (28.4%)- if decreased to 20% \$135,790

(3) Total: \$678,949

2. Germantown Hills- Phase 1 & 2 Engineering for Germantown Hills to Metamora Trail

(1) Federal: \$240,000 (80%)

(2) Local: \$60,000 (20%)

(3) Total \$300,000

3. Funding Request: \$276,188 (49.8%), 783,159 (53.7%)

vi. Project presentations will occur at the April 19 Technical meeting.

b. IDOT

Brandon Geber updated on release of urban data. Will update at end of the year.

c. FHWA

Betsy Tracy has nothing at this time.

**10. Other**

Greg Menold congratulated Reema Abi-Akar on award he saw in newsletter and the great job on the newsletter.

a. Staff Presentation – Gabriel

Gabriel Guevara presentation included his background information of where he originated from, his road to TCRPC, his current responsibilities, and a fun fact he picked up of acting at the Peoria Playhouse.

**11. Adjournment**

Greg Menold moved to adjourn at 9:45 am and John Kahl seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded by:

Britney West, GIS Specialist III

Transcribed by:

Debbie Ulrich, Office Administrator



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

Project	Activity	Status
Administrative		
Headlines		Ongoing
	Working with Regional Stakeholder group Led by the City of Peoria regarding EV charging stations	Ongoing
	Working on Regional Priority Process	Complete
	Met with CityLink regarding regional transit priorities	Complete
	Consultant Selection for guardrail HSIP project	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Reviewed results of IMRF cost study with staff	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	Ongoing
	Developing transportation dashboard	Ongoing
	Worked with stakeholders and consulting team re: Passenger Rail Federal Grant Applications	Ongoing
	Applied for SPR grant funding	Complete
	Met with Germantown Hills regarding grant opportunity	Ongoing
	Met with Limestone Twp regarding support and Collaboration	Ongoing
Personnel	Semi-annual staff reviews ongoing	Ongoing
	IMRF Cost Study underway	Ongoing
Website	Content review of website.	Ongoing
Planning issues		
Illinois River Issues	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Continued coordination with USACE for funding opportunities related to IL river/Peoria lakes	Ongoing
HUD Healthy Homes	Work Ongoing	Ongoing
Village of Tremont Comp Plan	Report Complete	Complete
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding scope of work	Ongoing
Village of Creve Coeur	Continued discussion with Village board regarding scope of work	Ongoing
Village of Bartonville	Continued discussion with Village board regarding scope of work	Ongoing
City of Chillicothe	Continued discussion with Village board regarding scope of work	Ongoing
Village of Brimfield	Continued discussion with Village board regarding scope of work	Ongoing
City of East Peoria	Consultant Selection underway	
Watershed Planning	Contract Development with IEPA regarding Kickapoo Creek Watershed	Ongoing
Hazard Mitigation Plan	Work has Commenced Meeting with Stakeholders	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	Ongoing
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Ongoing
Bartonville	Sidewalk Inventory	Complete
Logan County GIS technical assistance	Technical Assistance as needed	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
Germantown Hills Map development		
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	Ongoing
Transportation Improvement Program	Development of FY 24 Transportation Improvement Program	Complete
	Creation of web based TIP document application	Ongoing
	Processed FY 23 TIP Amendments	Ongoing
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	on hold
Highway Safety Improvement Program Guardrails	Consultant Selection	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	Ongoing
Special Transportation Studies		
FY23		
Chillicothe Active Transportation Plan	Project is underway, coordinating with consultant	Ongoing
City of Peoria Intersection Study	Project is underway, coordinating with consultant	Ongoing

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

# March 2023 Financial Summary Full Commission

	March-23	February-23	FY23 YTD
Net Income / (Loss)	2,535	(6,400)	182,863

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## Monthly Financial Summary

Pages 2&3

Balance Sheet	March-23	February-23	Increase / (Decrease)
Operating Cash	789,752	883,853	(94,101)
Joint Funding Account	374,606	387,324	(12,718)
All Unrestricted and Restricted Cash	1,192,894	1,299,382	(106,487)

Accounts Receivable	March-23	February-23	Increase / (Decrease)
Total Accounts Receivable	297,486	169,885	127,601
Total Federal Receivables	246,445	118,966	127,479
Total State Receivables	43,342	22,169	21,174
Total Local Receivables	7,698	28,750	(21,051)

Accounts Payable	March-23	February-23	Increase / (Decrease)
Total Accounts Payable at EOM	77,256	67,830	9,426
A/P to be billed - Pass-throughs	74,533	58,951	15,582
A/P indirect costs	2,723	8,879	(6,155)

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

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Income Statement	March-23	February-23	Increase / (Decrease)
Current Billing	159,064	132,501	26,563
Billing of Pass-Through Expenses	(75,833)	(64,649)	(11,184)
Operating Revenue	83,231	67,852	15,379

	March-23	February-23	Increase / (Decrease)
Current Expenses	156,529	138,900	17,628
Pass-Through Expenses billed	(75,833)	(64,649)	(11,184)
Operating Expenses	80,696	74,252	6,444

	March-23	February-23	Increase / (Decrease)
Regular Working Days	23.00	19.00	4.00
Paid Holidays	-	1.00	(1.00)
PTO Used (Hours)	81.50	67.50	14.00

	March-23	February-23	FY23
Operating Revenue	83,231	67,852	1,303,735
Less Operating Expenses	(80,696)	(74,252)	(1,120,872)
Net Income / (Loss)	2,535	(6,400)	182,863

# Tri-County Regional Planning Commission

## Balance Sheet

As of March 31, 2023

	Current Month	Previous Month	Previous Year
	Mar 31, 23	Feb 28, 23	Mar 31, 22
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	789,752	883,853	859,501
Total 10000 · Cash - Unrestricted	789,752	883,853	859,501
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	374,606	387,324	194,115
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retiremt	7,768	7,436	8,825
Total 11000 · Cash - Restricted	403,142	415,528	223,708
Total Checking/Savings	1,192,894	1,299,382	1,083,209
Accounts Receivable			
13000 · Accounts and Grants Receivable	297,486	169,885	111,836
Total Accounts Receivable	297,486	169,885	111,836
Other Current Assets			
15000 · Prepaid Expenses	24,883	28,973	37,470
Total Other Current Assets	24,883	28,973	37,470
Total Current Assets	1,515,263	1,498,240	1,232,515
Fixed Assets			
17100 · Computer Equipment	86,403	86,403	62,389
17101 · Accum. Deprec. - Computers	(54,414)	(52,933)	(37,980)
Total Fixed Assets	31,989	33,470	24,409
Other Assets			
19000 · Right of Use - Office Space	44,681	47,473	78,191
19001 · Right of Use - Copier	15,648	16,039	20,343
Total Other Assets	60,329	63,513	98,534
<b>TOTAL ASSETS</b>	<b>1,607,581</b>	<b>1,595,222</b>	<b>1,355,458</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	77,256	67,830	15,292
20011 · MCB Credit Card	-	-	16
Other Current Liabilities			
21000 · Accrued Expenses	1,603	1,069	1,610
21100 · Accounts Payable - Employees	561	841	340
22000 · Employer Liabilities	101,772	94,869	91,794
22800 · Local Matches	20,000	20,000	-
23000 · Unearned Revenue			

# Tri-County Regional Planning Commission

## Balance Sheet

As of March 31, 2023

	Current Month	Previous Month	Previous Year
	Mar 31, 23	Feb 28, 23	Mar 31, 22
23100 · PPUATS	-	-	188,155
23101 · Deferred Revenue - IDOT	15,256	18,825	43,640
23200 · IL MPO	19,238	19,238	19,238
23400 · Regional Server Partnership	-	-	2,250
23500 · Village of Washburn	488	488	488
<b>Total 23000 · Unearned Revenue</b>	<b>34,982</b>	<b>38,550</b>	<b>253,771</b>
28000 · Current Lease Liab. - Office Sp	8,472	11,279	8,181
28001 · Current Lease Liab. - Copier	1,157	1,541	1,134
<b>Total Other Current Liabilities</b>	<b>168,546</b>	<b>168,149</b>	<b>356,829</b>
<b>Total Current Liabilities</b>	<b>245,803</b>	<b>235,979</b>	<b>372,137</b>
<b>Long Term Liabilities</b>			
29000 · Lease Liability - Office Space	37,578	37,578	71,026
29001 · Lease Liability - Copier	14,751	14,751	19,343
<b>Total Long Term Liabilities</b>	<b>52,329</b>	<b>52,329</b>	<b>90,368</b>
<b>Total Liabilities</b>	<b>298,132</b>	<b>288,308</b>	<b>462,505</b>
<b>Equity</b>			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	920,136	920,136	678,902
<b>Net Income</b>	<b>182,863</b>	<b>180,328</b>	<b>7,601</b>
<b>Total Equity</b>	<b>1,309,449</b>	<b>1,306,914</b>	<b>892,953</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,607,581</b>	<b>1,595,222</b>	<b>1,355,458</b>

**Tri-County Regional Planning Commission**  
**Statement of Cash Flows**

March 2023

	Mar 23	Jul '22 - Mar 23
<b>OPERATING ACTIVITIES</b>		
Net Income	2,535	182,863
Adjustments to reconcile Net Income		
to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(127,601)	(105,730)
15000 · Prepaid Expenses	4,091	14,230
20000 · Accounts Payable	9,426	9,867
20011 · MCB Credit Card	-	(16)
21000 · Accrued Expenses	534	589
21100 · Accounts Payable - Employees	(280)	462
22100 · Accrued Wages Payable	2,516	2,075
22200 · Accrued Vacation/Personal Time	3,806	1,614
22300 · Unvested Retirement	308	3,446
22503 · FICA & Medicare	113	168
22504 · IL Unemployment Taxes	151	883
22505 · 457 (b) Contributions	22	127
22520 · United Way	(13)	-
22800 · Local Matches	-	20,000
23100 · PPUATS	-	(7,482)
23101 · Deferred Revenue - IDOT	(3,568)	(12,264)
28000 · Current Lease Liab. - Office Sp	(2,808)	8,472
28001 · Current Lease Liab. - Copier	(384)	1,157
Net cash provided by Operating Activities	(111,152)	120,461
<b>INVESTING ACTIVITIES</b>		
17101 · Accum. Deprec. - Computers	1,481	13,326
19000 · Right of Use - Office Space	2,793	25,133
19001 · Right of Use - Copier	391	3,521
Net cash provided by Investing Activities	4,664	41,980
<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	(106,487)	124,402
Cash at beginning of period	1,299,382	1,068,493
Cash at end of period	<b>1,192,894</b>	<b>1,192,894</b>

# Tri-County Regional Planning Commission

## Profit & Loss

March 2023

	Current Month	Previous Month	FY23 - Current YTD	FY22 - Previous YTD
	Mar 23	Feb 23	Jul '22 - Mar 23	Jul '21 - Mar 22
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	130,966	102,177	870,854	600,799
42000 · State Grants and Awards	22,139	23,134	194,813	149,079
43000 · Local Matching Contributions	(1,204)	(4,593)	169,764	(6,648)
44010 · GIS Support	2,273	5,325	23,859	19,509
44020 · Planning & Zoning Support	1,054	1,129	10,017	12,081
45000 · Member Dues	3,750	5,250	33,750	37,352
46000 · Interest Income	86	79	679	116
<b>Total Income</b>	<b>159,064</b>	<b>132,501</b>	<b>1,303,735</b>	<b>812,287</b>
Gross Profit	159,064	132,501	1,303,735	812,287
<b>Expense by Account &amp; Category</b>				
Total 60500 · Amortization Expense	3,184	3,184	28,654	28,263
Total 61000 · Computer Expenses	2,514	2,268	23,555	20,120
Total 61500 · Outside Services	75,372	67,671	402,749	147,449
Total 62000 · Depreciation	1,481	1,481	13,326	5,039
Total 63000 · Employee Benefits	13,102	13,095	121,245	122,519
Total 63400 · Interest Expense	170	178	1,842	2,728
Total 63500 · Office Administration	1,704	1,138	12,421	12,355
Total 64000 · Miscellaneous	80	217	6,291	5,674
Total 65000 · Professional Fees	428	-	33,493	40,277
Total 65500 · Facility Costs	728	1,188	12,073	10,403
Total 66000 · Salaries and Wages	54,889	47,530	451,473	398,055
Total 67000 · Travel and Training	2,877	950	13,750	11,804
<b>Total Expense</b>	<b>156,529</b>	<b>138,900</b>	<b>1,120,872</b>	<b>804,686</b>
<b>Net Income</b>	<b>2,535</b>	<b>(6,400)</b>	<b>182,863</b>	<b>7,601</b>

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

Date	Num	Name	Memo	Amount
03/01/2023	1335	City of Peoria	Rent - 03/2023	2,950.00
03/03/2023	1336	GateHouse Media	Legal Notices in Newspapers	217.00
03/03/2023	1337	Xerox Financial Services	Copier Lease	437.10
03/03/2023	1338	Blue Cross Blue Shield of Illinois	Health Insurance - 03/2023	7,303.94
03/03/2023	ACH	Staff - Payroll	Payroll 02/16/23 - 02/28/23	18,500.92
03/03/2023	ACH	Department of the Treasury	Payroll Taxes 02/16/23 - 02/28/23	5,953.14
03/03/2023	ACH	CEFCU	Payroll Liability 02/16/23 - 02/28/23	50.00
03/03/2023	ACH	Illinois Department of Revenue	Payroll Taxes 02/16/23 - 02/28/23	1,127.40
03/03/2023	ACH	Nationwide	Retirement 02/16/23 - 02/28/23	2,082.88
03/03/2023	ACH	Unvested Retirement Account	Retirement 02/16/23 - 02/28/23	176.63
03/13/2023	1339	City of Peoria	Utilities - Jan-Dec 2022	6,106.43
03/13/2023	1340	Dr. Annie Kelvie	02/2023 Writing Instruction Consultant	320.00
03/13/2023	1341	Morton Community Bank	Bruner - Payment for 02/2023 CC Charges	541.75
03/13/2023	1342	Morton Community Bank	Ulrich - Payment for 02/2023 CC Charges	184.78
03/13/2023	ACH	Comcast	Internet	136.90
03/13/2023	ACH	Delta Dental	Dental Insurance	245.41
03/13/2023	ACH	ESRI, Inc.	ArcGIS credits	600.00
03/13/2023	ACH	Facet Technologies, Inc.	GIS Web Hosting - 03/2023	385.00
03/13/2023	ACH	Guardian	Life, Disability, and Vision Insurance	351.48
03/13/2023	ACH	Heartland Parking	Monthly Parking	724.50
03/13/2023	ACH	Heartland Parking	Parking Validations - 02/2023	68.00
03/13/2023	ACH	IT Unified	Monthly IT Service / Microsoft Teams Subscription	1,224.00
03/13/2023	ACH	Lochmueller Group	Pekin Bike/Ped Master Plan Contractor	1,486.97
03/13/2023	ACH	Pearl Technology	Annual domain registration	30.00
03/13/2023	ACH	The Cleaning Source	Office Cleaning - 02/2023	194.00
03/13/2023	ACH	Verizon Wireless	Phones	308.01
03/20/2023	ACH	Staff - Payroll	Payroll 03/01/23 - 03/15/23	16,714.27
03/20/2023	ACH	Department of the Treasury	Payroll Taxes 03/01/23 - 03/15/23	5,517.78
03/20/2023	ACH	CEFCU	Payroll Liability 03/01/23 - 03/15/23	50.00
03/20/2023	ACH	Illinois Department of Revenue	Payroll Taxes 03/01/23 - 03/15/23	1,058.27
03/20/2023	ACH	Nationwide	Retirement 03/01/23 - 03/15/23	2,105.34
03/20/2023	ACH	Unvested Retirement Account	Retirement 03/01/23 - 03/15/23	154.17
03/24/2023	ACH	Facet Technologies, Inc.	GIS Web Hosting - 04/2023	385.00
03/24/2023	ACH	Heyl Royster	Legal Fees - Contracts	428.40
03/24/2023	ACH	Hinckley Springs	Drinking Water	11.99
03/24/2023	ACH	Hinckley Springs	Drinking Water	99.92
03/24/2023	ACH	Lochmueller Group	Activity Based TDM Contractor	56,342.07
03/24/2023	ACH	Quill Corporation	Office Supplies	83.82
03/24/2023	ACH	Quill Corporation	Office Supplies	20.97
03/31/2023	1343	Heart of Illinois United Way	Payroll Liability	19.50
03/31/2023	ACH	Morton Community Bank	Service Charge	14.82
<b>Register</b>			<b>Total Checks</b>	<b>134,712.56</b>



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

Date	Employee Card	Vendor	Memo	Amount
03/01/2023	Abi-Akar	Expedia	IDOT UPWP - Travel for APA National Conference	831.34
03/01/2023	Abi-Akar	American Planning Association	IDOT UPWP - Registration for APA National Conference	833.00
03/05/2023	Ulrich	Adobe	Adobe User Subscription - Miller	15.93
03/06/2023	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
03/06/2023	Ulrich	Red Carpet Car Wash	Wash Commission Vehicle	10.00
03/10/2023	Ulrich	Qbox	QuickBooks File Management	12.00
03/11/2023	Bruner	Amazon Business	IDOT UPWP - Equipment - 2 USB C Hubs	58.20
03/13/2023	Ulrich	PIP Printing	Office Supplies - business cards for new employee	50.00
03/13/2023	Ulrich	Joan's Trophy & Plaques	Office Supplies - name tag for new employee	10.00
03/14/2023	Ulrich	Jimmy Johns	Lunches during interviews	201.01
03/15/2023	Abi-Akar	Southwest Airlines	IDOT UPWP - Travel for APA National Conference	119.98
03/15/2023	Abi-Akar	United Airlines	IDOT UPWP - Travel for APA National Conference	382.69
03/15/2023	Bruner	Amazon Business	IDOT UPWP - Equipment - 2 Headsets	58.00
03/15/2023	Bruner	Amazon Business	IDOT UPWP - Equipment - 1 Headset	29.00
03/15/2023	Ulrich	Adobe	Adobe Main Account Subscription	54.99
03/16/2023	Ulrich	Amazon Business	IDOT UPWP - Equipment - 3 Wired Headsets	65.64
03/16/2023	Ulrich	Amazon Business	Office Supplies	53.99
03/29/2023	Ulrich	Intuit	Annual Payroll Subscription	545.00
03/31/2023	Ulrich	Adobe	Adobe User Subscription - Accounting	15.93
03/31/2023	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>3,362.63</b>

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

## **RESOLUTION 23-67**

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

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

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

**WHEREAS**, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for March 2023 and recommends that the Commission approve said reports.

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

That the financial reports and cash disbursements for March 2023 are approved.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

#### **ATTEST:**

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

## RESOLUTION 23-69

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO CONTRACT WITH FIRM OF MARTIN HOOD LLC TO COMPLETE THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR 2023.**

**WHEREAS**, The Tri-County Regional Commission, hereafter referred to as the Commission, is required to conduct a yearly audit of revenue and expenditures, and

**WHEREAS**, the firm of Martin Hood LLC submitted a proposal to provide professional auditing services to Commission for the year ending June 30, 2023 for an estimated fee of \$26,300.

**WHEREAS**, the Ways & Means Committee of the Commission recommends that the Commission enter into a contract with the firm of Martin Hood LLC.

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

That the Commission enter into a contract with the firm of Martin Hood LLC for auditing services for the fiscal year ending June 30, 2023, for an estimated fee of \$26,300.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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

## RESOLUTION 23-45

### **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 July 1, 2023-June 30, 2024.**

**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 from July 1, 2023-June 30, 2024, 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 Camille Coates-Peoria  
Russ Crawford-Tazewell  
Rita Ali-Peoria City  
Autum Jones-Woodford  
John Kahl-At-Large  
Danny Phelan-Peoria

#### **Personnel Committee:**

Chairman Chuck Nagel-Woodford  
John Kahl-At Large/Tazewell  
Danny Phelan-Peoria

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

Chairman Camille Coates-Peoria  
Greg Menold-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 3rd day of May, 2023

Adopted this 3<sup>rd</sup> day of May, 2023

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Don White, Chairman,  
Tri-County Regional Planning Commission

ATTEST:

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

## RESOLUTION 23-72

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

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

**WHEREAS**, as the MPO, the Commission offers a wide range of services to its members, which require the use of up-to-date computer systems and hardware; and

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

**WHEREAS**, staff has identified technology and equipment upgrades for Fiscal Year 2024; however, one existing workspace is outdated, unreliable, and requires replacement sooner; and

**WHEREAS**, suitable replacements for the workstation and an upgraded monitor may be purchased for \$2,500; and

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

**WHEREAS**, the FY 2023 budget includes adequate funding for the purchase of this equipment in the Equipment line item and reimbursable by the Illinois Department of Transportation with MPO funding.

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

That the Commission authorizes the Executive Director to purchase technology equipment upgrades for an amount not to exceed \$2,500.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## RESOLUTION 23-73

### **A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AND IMPLEMENT A CONTRACT FOR ENVIRONMENTAL REVIEW SERVICES FOR THE PEKIN HOUSING AUTHORITY.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, will provide environmental review services to the Pekin Housing Authority, hereafter referred to as PHA; and

**WHEREAS**, PHA has a Five-Year Plan for Capital Funds 2023-2027 through the U.S. Department of Housing and Urban Development (HUD); and

**WHEREAS**, PHA reached out to Commission staff asking if the Commission can function as the Responsible Entity to provide environmental review oversight services for projects in that plan; and

**WHEREAS**, the Commission submitted a proposal and budget to the PHA for the scope of services; and

**WHEREAS**, based on this proposal and budget, the Commission will function as the Responsible Entity and provide environmental review oversight services to PHA.

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

That the Commission authorizes its Executive Director to enter into an agreement with Pekin Housing Authority for acting as the Responsible Entity for the Capital Fund Program grant awarded by the U.S. Department of Housing and Urban Development, in which the Commission will provide environmental review oversight services and be reimbursed for all costs associated with conducting the services.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission

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

Adopted July 6, 2022, as amended

**TIP AMENDMENT REQUEST FORM**

DATE	AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
	From	To	
4/19/2023	2023	2026	Illinois Dept. of Transportation

PROJECT INFORMATION									
PROJECT TITLE	PPUATS TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Safety Add Turn Lane	S-23-14	68H11	4-02123-0002	(11R)W-2	IL 116 at Cameron Lane	Addition of left turn lane at IL 116 and Cameron Lane	Federal (HSIP)	90%	\$ 1,020,000
							State	10%	\$ 113,000
Total							\$ 1,133,000		
Reason for Amendment: Addition to IDOT Dist. 4 Fiscal Year 2023 Annual Program. Project scheduled for June 2023 letting.									

Safety Railroad Crossing Improvement	PEK-24-01			23-00199-00-RR	Two crossings along Illinois and Midland Railroad (IMRR) at Washington St (169803C) and McLean St (170029P)	Install new automatic flashing light signals and gates and new constant warning time circuitry with event recorder and remote monitor and crossing surface	Section 130		\$ 928,947
							Total		\$ 928,947
Reason for Amendment: Adding to FY 2024 Program									

Safety Railroad Crossing Improvement	W-24-02			23-00132-00-RR	Two crossings along Toledo, Peoria and Western Railway (TPW) at Zinser Place (801919V) and Wood St ( 801920P)	Install new automatic flashing light signals and gates and new constant warning time circuitry with event recorder and remote monitor and crossing surface	Section 130	100%	\$ 790,050
							State		
							Local		
							Total		\$ 790,050
Reason for Amendment: Adding to FY 2024 Program									

Crosswalk Safety Improvement Feasibility Study, Intersection Design Study, and Phase I & II Engineering	5310-24-01				Intersection of IL-116 (Main Street) and Mariner's Way	Engineering Study to fully investigate the options to enhance pedestrian crossing safety at the signalized intersection of IL-116 and Mariner's Way for CityLink route #20 ICC Express transit users.	COVID Supplemental		\$ 25,000
							State		
							Local		
Total								\$ 25,000	
Reason for Amendment:									

							State		
							Local		
Total								\$	-
Reason for Amendment:									

							State		
							Local		
Total								\$	-
Reason for Amendment:									

							State		
							Local		
Total								\$	-
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	

## **RESOLUTION 23-68**

### **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 3<sup>rd</sup> day of May 2023

Adopted this 3<sup>rd</sup> day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission





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## MEMORANDUM

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**TO:** Full Commission

**FROM:** MPO Technical Committee

**SUBJECT:** FYs 2021–2023 Transportation Alternative (TA) Set-Aside Recommendation

**DATE:** May 3, 2023

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**Action Needed:**

Discussion and Approval of FYs 2021-2023 Transportation Alternative (TA) Set-Aside projects.

**Background:**

Tri-County Regional Planning Commission (TCRPC) is the Metropolitan Planning Organization (MPO) for the Peoria-Pekin urbanized area. As an MPO with an urbanized population over 200,000, TCRPC receives an annual allotment of Transportation Alternative (TA) set-aside funds to program. The Infrastructure Investment and Jobs Act (IIJA) authorizes federal funding for TA. These funds come from the Federal Highway Administration (FHWA), and the Illinois Department of Transportation (IDOT) serves as the administrator.

TCRPC's FY 2021 allotment is \$293,959; the FY 2022 allotment is \$576,352; and the FY 2023 allotment is \$588,254. The total available funds are \$1,458,565. Staff took the available funding and divided it by three to determine the maximum available funding amount of \$486,188 to ensure that three projects could be funded with the available funds.

TA Set-Aside funds are available to obligate for three years after the last day of the fiscal year for which the funds are authorized. Therefore, September 30, 2024 is the deadline for FY 2021 funds to be federally authorized.

Tri-County Regional Planning Commission announced the availability of TA set-aside funding on Wednesday, February 15, 2023. Project applications were due to staff by Friday, March 31, 2023, by 4:00 PM. The Commission received two applications by this deadline. However, due to severe weather on March 31, staff extended the due date to Tuesday, April 4. The Commission received no additional project applications during the extension.

**Submitted Projects:**

Village of Germantown Hills:

The village requested funding for Phase I and Phase II Engineering for a 10-foot trail from the Village of Germantown Hills to the Village of Metamora. The requested budget is \$240,000 (80%) in TA funds, and \$60,000 (20%) in local funds, for a total project cost of \$300,000.

Peoria County:

The county requested funding for constructing a sidewalk on the west side of Maxwell Road from Charleston Road to Middle Road, a multi-use path on the east side of Maxwell Road from Charleston Road to Middle Road, and a multi-use path on the north side of Middle Road from Maxwell Road to Dirksen Parkway. The sidewalk and multi-use path will be constructed concurrently with the total reconstruction of Maxwell Road and Middle Road in 2025. The requested budget is \$486,188 (71.6%) in TA funds and \$192,761 (28.4%) in local funds, for a total project cost of \$678,949.

**Funding Options**

TCRPC received a total TA set-aside funding request of \$726,188 (49.8%) of the \$1,458,565 available in funding. Below is a table detailing the requested funding amounts submitted and an alternative option that modifies Peoria County's application to increase their funding request to 80% of the total project cost. The alternative option modification would increase the total TA set-aside funding request to \$783,159 (53.7%) of the available funding pot.

Communities	Requested Amounts			Alternative Option		
	Federal	Local	Total	Federal	Local	Total
Germantown Hills	\$240,000	\$60,000	\$300,000	\$240,000	\$60,000	\$300,000
Peoria County	\$486,188	\$192,761	\$678,494	\$543,159	\$135,790	\$678,494
Leftover TA	\$732,377			\$675,406		

**MPO Technical Committee Recommendation**

The MPO Technical Committee reviewed the above two options at their April 19, 2023 meeting. The Committee unanimously recommended the Alternative Option: To fund the Village of Germantown Hills at their requested 80% funding level and to fund Peoria County at the modified 80% of their total project cost. Additionally, the Technical Committee recommended holding another Call for Projects for the remaining \$675,406.

## **RESOLUTION 23-70**

**A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PROGRAM FISCAL YEARS 2021-2023 TRANSPORTATION ALTERNATIVE SET-ASIDE FUNDING TO THE VILLAGE OF GERMANTOWN HILLS FOR PHASE I AND II ENGINEERING FOR THE GERMANTOWN HILLS TO METAMORA TRAIL AND PEORIA COUNTY FOR THE CONSTRUCTION OF A SIDEWALK AND MULTIUSE TRAIL ALONG MAXWELL AND MIDDLE ROAD.**

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

**WHEREAS**, the MPO receives federal transportation funds from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through the Illinois Department of Transportation (IDOT) and is responsible for competitively programming federal Transportation Alternative Set-Aside (TA) funds for eligible projects that have regional significance and benefit the entire region; and

**WHEREAS**, the Commission released a Call for Projects for approximately \$1,458,565 in TA funding for FYs 2021-23 and received two project applications for a total funding request of \$726,188 by the due date of Friday, March 31, 2023; and

**WHEREAS**, the MPO Technical Committee reviewed the application and recommended funding the Village of Germantown Hills at \$240,000 (80%) in TA funds Phase I and Phase II Engineering for a 10-foot wide trail from the Village of Germantown Hills to the Village of Metamora, and increasing Peoria County's request of \$486,188 (71.6%) in TA funds by \$56,971 to federally fund its project at the 80% funding level, and releasing a second call for projects for the leftover funding later in the calendar year; and

**WHEREAS**, the Commission has reviewed these recommendations.

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

That Commission accepts the MPO Technical Committee's recommendation and programs \$240,000 to the Village of Germantown Hills for Phase I and II engineering for a multiuse trail and \$543,159 to Peoria County for the construction a sidewalk and multiuse trail along Maxwell and Middle Road.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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

## **RESOLUTION 23-71**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH EQUITABLE CITIES AND OTHER ANCILLARY ORGANIZATIONS FOR A BICYCLE AND PEDESTRIAN WORKSHOP FOR AN AMOUNT NOT TO EXCEED \$25,000.**

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

**WHEREAS**, staff has budgeted \$25,000 of FY 2023 Metropolitan Planning funds in the Commission's FY 2023 Unified Planning Work Program (UPWP) to develop a regional bicycle and pedestrian transportation workshop; and

**WHEREAS**, staff has received proposals from consultants to assist the staff in planning, facilitating, executing, and documenting the workshop; and

**WHEREAS**, staff has identified additional local stakeholders to serve as facilitators during the small group discussion portion of the event; and

**WHEREAS**, staff is in the process of pricing all expenses associated with the event by contacting the relevant parties for marketing, refreshments, videography, and other elements.

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

That the Commission authorizes its Executive Director to enter into a contract with Equitable Cities for the Bicycle and Pedestrian Transportation Planning Workshop and to enter into sub-agreements for ancillary costs for a total amount not to exceed \$25,000.

Presented this 3rd day of May 2023

Adopted this 3rd day of May 2023

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Don White, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission