



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330

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

**Ways & Means Committee: 8:30 a.m., February 7, 2024**

**Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., February 7, 2024**

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Join via computer or smartphone:

Or call in with any telephone

1 (408) 650-3123

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

Access Code: 291-023-189

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**AGENDA**

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve December 6, 2023 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
  - a. Motion to approve November and December 2023 Financial Statements and Billings (Resolution 24-36)
- 8. Administration**
  - a. Motion to approve Employee Health Insurance package (Resolution 24-34)
  - b. Motion to approve Executive Director to enter into agreement for General Liability, Property, Commercial Auto, Crime, Workers Compensation, Property Liability, and Commercial Umbrella Insurance. (Res. 24-35)
- 9. Transportation**
  - a. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-37)
    - i. Project CL-25-06 Replace Paratransit Vans
    - ii. Project CL-25-07 Construction & Renovation of Buildings
    - iii. Project MO-20-01 Main St Rail Upgrade
    - iv. Project PEK-25-01 Court Street: 8<sup>th</sup> to 10<sup>th</sup>
    - v. Project PEK-25-02 Court Street: 10<sup>th</sup> to Stadium
    - vi. Project PC-25-01 Maxwell & Middle Road
    - vii. Project S-24-22 Pavement Preservation
    - viii. Project S-24-25 Bridge Preservation
  - b. Call for Projects for consideration on the Long-Range Transportation Plan 2025-2050
  - c. Discussion of the FY 2025 Unified Planning Work Program
  - d. Discussion of combining Call for Projects for Commission-allocated Federal Funds
- 10. Planning**
  - a. Motion to approve and adopt the 2023 Tri-County Multi-Jurisdiction Multi-Hazard Mitigation Plan (Res. 24-38)
- 11. Updates**
  - a. Kickapoo Creek Watershed-Based Plan
  - b. IDOT
    - Local Roads
    - Central Office
  - c. FHWA
- 12. Other**
- 13. 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 Greg Menold called the meeting to order at 9:00 a.m.

#### 2. Roll Call

Commissioner	P	A	Commissioner	P	A
<b>Don White</b> Chillicothe	x		<b>Leon Ricca</b> Bartonville	x	
<b>Rita Ali</b> City of Peoria		x	<b>Nate Parrott</b> Morton		x
<b>Patrick Ulrich</b> City of Peoria	x		<b>Autum Jones</b> Woodford Co	x	
<b>Rick Powers</b> City of Peoria	x		<b>Chuck Nagel,</b> Woodford Co.	x	
<b>Ron Talbot</b> Creve Coeur	x		<b>Camille Coates,</b> Peoria Co.	x	
<b>John Kahl</b> East Peoria.	x		<b>Danny Phelan,</b> Peoria Co.	x	
<b>Ann Doubet,</b> Germantown Hills	x		<b>Russ Crawford</b> Tazewell Co.	Virtual	
<b>Mike Phelan,</b> Peoria Heights		x	<b>Greg Menold,</b> Tazewell Co.	x	
<b>Mary Burress,</b> City of Pekin.		x	<b>Don Knox</b> CityLink		x
<b>Gary Manier,</b> Washington		x	<b>Karen Dvorsky,</b> IDOT	x	
<b>James Dillon</b> West Peoria	x				

Present: Debbie Ulrich, Khepha Jackson, Rebecca Eisele, Eric Miller, Gavin Hunt, Debbi La Rue, and Gabriel Guevara. Staff virtual: Britney West, and Logan Chapman.

#### 3. Public Input

Angela Williams- ESGR explained what the Patriot Service Award is and then announced that Eric Miller received the Patriot Award from Gavin Hunt's nomination submittal.

#### 4. Motion to approve October 4, 2023, Commission minutes.

Rick Powers moved to approve the October 4, 2023, minutes and Don White seconded. Motion carried.

#### 5. Chairman report

Greg Menold mentioned we all support Gavin in the Guard



## 6. Executive Director report

Eric Miller updated on the following:

- Gavin is going to California for 14 months for Guard in learning as a Defense Linguist
- HUD Healthy Homes work is ongoing
- IDOT planning marks.
- Germantown Hills- Active Transportation in library from 4-6

## 7. Ways and Means Report

- a. Motion to approve September and October 4, 2023, Financial Statements and Billings (Resolution 24-25)  
Autum Jones moved to approve September and October 4, 2023, Financial Statements and Billings (Resolution 24-25) and Camille Coates seconded.

Rebecca Eisele updated on the following:

- Total Operating Cash at the end of the month was \$951,808.
- Accounts Receivable balance at the end of October was \$307,813.
- Accounts Payable balance at the end of October was \$84,316.
- Billings for October were \$151,111 minus direct pass-through expenses and adjusting entries of (\$50,637) resulting in Operating Revenue of \$100,474.
- Total Expenses for October were (\$139,363) minus direct pass-through expenses and adjusting entries of \$50,637 resulting in Operating Expenses of (\$88,726).
- October ended with a surplus of \$11,747. Fiscal Year 2024 has a surplus of \$251,021.

Motion carried.

- b. Motion to accept and file the Fiscal Year 2023 Independent Audit Report (Resolution 24-29)  
John Kahl moved to accept and file the Fiscal Year 2023 Independent Audit Report (Resolution 24-29) and Danny Phelan seconded.

- We have audited the accompanying financial statements of Tri-County Regional Planning Commission for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.
- In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Commission as of June 30, 2023, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.
- As discussed, the financial statements, during the year ended June 30, 2023, the Commission adopted new accounting guidance Governmental Accounting Standards Board Statement No. 96 Subscription-Based Information Technology Arrangements (GASB)
- In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:
  - Exercise professional judgment and maintain professional skepticism throughout the audit.
  - Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
  - A single audit was done as well.
  - Reviewed Federal expenditures and Illinois grant accountability.



- In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Commission as of June 30, 2023, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.
- Greg Douglas mentioned it was a pleasure to work with TCRPC staff.

Motion carried.

## 8. Transportation

- a. Motion to adopt and support the Illinois Department of Transportation Calendar Year 2024 Safety Performance Targets (Resolution 24-31)  
 Ron Talbot moved to adopt and support the Illinois Department of Transportation Calendar Year 2024 Safety Performance Targets (Resolution 24-31) and James Dillon seconded.  
 Michael Bruner explained the following:
    - a. Congress established a national performance measurement system MAP-21, FAST Act, and IIJA to guide:
      - i. Performance measure target setting, and
      - ii. Transportation decision making.
    - b. Performance Measures
      - i. Highway Safety,
      - ii. Pavement & Bridge Condition,
      - iii. System Performance,
      - iv. Transit Asset Conditions, and
      - v. Transit Safety.
    - c. IDOT set their Safety Performance Measure in August as part of their submission of the Highway Safety Improvement Plan Annual Report to the FHWA.
    - d. MPOs must decide to either support the State DOT targets or develop their own by February 2023.
    - e. In the past four years, TCRPC has elected to support IDOT targets.
    - f. FHWA does not directly assess MPO progress toward meeting safety targets.
    - g. IDOT Safety Targets
      - i. IDOT's 2023 Safety Targets were calculated using the 5-year annual rolling average from the 2018-2022 crash data.
        1. Fatalities – 2% annual reduction
        2. Rate of Fatalities – 2% annual reduction
        3. Serious Injuries – Linear regression
        4. Rate of Serious Injuries – Linear regression
        5. Non-motorized F – 2% annual reduction
        6. Non-motorized Serious Injuries – Linear regression
      - ii. MPO Safety Data Summary
        1. The attached memo includes a table and graph showing fatalities and serious injuries in our metropolitan planning area.
- Don White asked if the rolling average is 5 years and Eric Miller replied it is decreasing to 2 years. Will be checking for Performance targets to give out to local for safety issues.
  - Brandon Geber replied to this design of safe streets is what this comes down to.

Motion carried.



- b. Motion to approve Executive Director to enter into an agreement with a selected consultant to assist in developing a Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application (Resolution 24-32)

John Kahl moved to approve Executive Director to enter into an agreement with a selected consultant to assist in developing a Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application (Resolution 24-32) and Chuck Nagel seconded.

- Eric Miller this is to hire a consultant to assist staff with grant.
- Rick Powers asked if we hire a consultant, how much for building block. Can they offer background.
- Eric Miller added that some committees have shown an interest.

Motion carried.

- c. Motion to approve appointment of a Tri-County Regional Planning Commissioner to represent Commission on Illinois Waterway Commission (Resolution 24-33)

Autum Jones moved to approve the appointment of Russ Crawford, the Tri-County Regional Planning Consultant Commissioner to represent Commission on Illinois Waterway Commission (Resolution 24-33) and Rick Powers seconded. Greg Menold said Russ Crawford is involved in past projects. Motion carried.

## 9. Planning

- a. Motion to approve Executive Director to enter into and implement an agreement for Planning and Zoning Services for Tazewell County for an amount not to exceed \$9,045 (Resolution 24-26)

Ron Talbot moved to approve the Executive Director to enter into and implement an agreement for Planning and Zoning Services for Tazewell County for an amount no to exceed \$9,045 (Resolution 24-26) and John Kahl seconded. Motion carried.

- b. Motion to approve Executive Director to enter and implement a contract for Planning and Zoning Services for Woodford County (Resolution 24-27)

Autum Jones moved to approve the Executive Director to enter and implement a contract for Planning & Zoning Services for Woodford County and John Kahl seconded. Motion carried.

- c. Presentation of Community Comprehensive Planning Activities

Gabriel Guevara, Khephra Jackson, Gavin Hunt and Debbi La Rue

- Introduced the comprehensive plan is an official, long-range (typically 20-year) vision for the community that establishes its goals, priorities, and implementation strategies. Produces Future Land. Total grant (\$200,000 for consultant, \$100,000 TCRPC staff)
- State Planning & Research (SPR) grants
  - Local match 20% (\$6,000 for each community except East Peoria)
  - \$300,000
    - Participating Communities
      - Bartonville
      - Brimfield
      - Chillicothe
      - Creve Coeur
      - East Peoria\*
      - Germantown Hills

Our project Timeline is Bartonville- August 2024.

Creve Coeur-December 2024.

Chillicothe. Dec 2023/ Jan 2024, Dec. 2024, and Jan 2025

Germantown Hills 2024



In Bartonville we held an Open House to discuss Safe Routes to Schools (SRTS), Walkability Plan, and an Introductory Workshop. Mayor Leao Ricca, and Supervisor Derek Roemer assisted. Staff will be reaching out if anyone is interested in a Comprehensive Plan.

## **10. GIS**

- a. Motion to approve Executive Director to enter into and implement a contract for Geographic Information System support services for Woodford County not to exceed \$45,000 (Resolution 24-28)
  - b. Motion to approve Executive Director to enter into and implement a contract for Geographic Information System support services for Logan County not to exceed \$45,000 (Resolution 24-30)
- Autum Jones moved to approve a and b and John Kahl seconded. Motion carried.

## **11. Updates**

- a. Update on Employee Handbook Amendments
  - Eric Miller updated on the IMRF- questions are being addressed so to bring back to Executive Board and then to Commission for approval. Hopefully going to start in July 2024.
  - Chuck Nagel said that the Executive Board does not approve of employees working from home.
- b. IDOT

Brandon Geber provided an update on new Greenhouse Gas (GHG) performance measures recently released by FHWA.
- c. FHWA-none

## **12. Other**

- Eric Miller updated on Marquette Heights Comp Plan.
- Eric Miller added there will NOT be a Full Commission meeting in January.

## **13. Adjournment**

John Kahl moved to adjourn at 10:10 am and Camille Coates seconded.

Submitted by:

Eric Miller, Executive Director

Recorded by:

Britney West, GIS III

Transcribed by:

Debbie Ulrich, Office Administrator



**To: Members of the Commission**  
**From Eric W. Miller, Executive Director**  
**Date January 10, 2023**  
**Subject: Executive Director Report for December 2023**

Project	Activity	Status
<b>Administrative</b>		
Headlines		Ongoing
	Working on Regional Priority Process	Ongoing
	Monitored Federal Grants NOFO's	Ongoing
	Coordination with GPEDC re: regional CDBG grant support to Communities	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	Ongoing
	Developing transportation dashboard	Ongoing
	Attended press conference re: City of Peoria Passenger Rail Announcement	Ongoing
	Coordination with City of East Peoria on Riverfront Trail Development	Ongoing
	Coordination with Stakeholders regarding EV charging station grants	Ongoing
	Attended ribbon cutting of Heart of Illinois Regional Port District local office	Ongoing
	met with City Link GM to discuss staffing assistance to district	
	Attended Annual GPEDC meeting	
Personnel	Semi-annual staff reviews ongoing	Ongoing
	IMRF Cost Study underway	Ongoing
Website	Content review of website.	Ongoing
<b>Planning Issues</b>		
Illinois River Issues	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Continued coordination with USACE for funding opportunities related to IL river/Peoria lakes	Ongoing
HUD Healthy Homes	Work Ongoing	Ongoing
Village of Germantown Hills Comp Plan	Continued discussion with Village board regarding scope of work	Ongoing
Village of Creve Coeur	Continued discussion with Village board regarding scope of work	Ongoing
Village of Bartonville	Work underway	Ongoing
City of Chillicothe	Continued discussion with Village board regarding scope of work	Ongoing
Village of Brimfield	Continued discussion with Village board regarding scope of work	Ongoing
City of East Peoria	Work underway	
Watershed Planning	Coordination with IEPA regarding Kickapoo Creek Watershed contract	Ongoing
Hazard Mitigation Plan	Peoria County plan is adopted, Taz Wood plans: Work is completed, FEMA approval pending,	Ongoing
<b>GIS Projects/ Asset Management</b>		
Village of Elmwood	Dunlap	Ongoing
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Ongoing
Bartonville	Sidewalk Inventory	Complete
Logan County GIS technical assistance	Technical Assistance as needed	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
<b>MPO/Transportation</b>		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	FY 24 Transportation Improvement Program is adopted	Ongoing
	Creation of web based TIP document application	Ongoing
Highway Safety Improvement Program Guardrails	Engineering phase underway	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	ongoing
Special Transportation Studies		
FY23		
Chillicothe Active Transportation Plan	Project is underway, coordinating with consultant	Ongoing
City of Peoria Intersection Study	Project is underway, coordinating with consultant	Ongoing
City of Pekin Bike/Ped plan	Project is underway, coordinating with consultant	Ongoing
MPO TDM work	Work Completed	Complete
FY24		
Project selection is complete	Developing RFQ's for selected projects	Ongoing
FY 21 State Planning and Research Funding		
Asset Management software	Project is underway, coordinating with consultant	Ongoing
Activity Based Travel Demand Model	Project is underway, coordinating with consultant	Ongoing
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning	Signed Contract / Attended project Kickoff meeting	Ongoing



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



# December 2023 Financial Summary Full Commission

	December-23	November-23	FY24 YTD
<b>Net Income / (Loss)</b>	<b>(10,310)</b>	<b>7,021</b>	<b>250,130</b>

**Page 1**      **Monthly Financial Summary**

**Page 2**      **PPUATS Joint Funding Account Summary**

**Page 3**

<b>Balance Sheet</b>	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Operating Cash	892,401	981,727	(89,326)
Joint Funding Account	507,201	451,618	55,583
All Unrestricted and Restricted Cash	1,431,604	1,464,792	(33,188)

<b>Accounts Receivable</b>	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Receivable	396,716	321,249	75,467
Total Federal Receivables	288,234	243,284	44,950
Total State Receivables	59,919	40,861	19,058
Total Local Receivables	48,563	37,103	11,460

<b>Accounts Payable</b>	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Payable at EOM	161,027	102,681	58,345
A/P to be billed - Pass-throughs	158,969	99,930	59,039
A/P indirect costs	2,058	2,751	(694)

**Page 4**      **Reference Statement of Cash Flows for Detail on Changes in Cash**

**Page 5**

<b>Income Statement</b>	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Current Billing	174,262	172,583	1,678
Pass-Through Expenses and Adjusting Entries	(95,039)	(77,823)	(17,217)
Operating Revenue	79,222	94,761	(15,538)

	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Current Expenses	184,572	165,562	19,010
Pass-Through Expenses and Adjusting Entries	(95,039)	(77,823)	(17,217)
Operating Expenses	89,533	87,740	1,793

	<b>December-23</b>	<b>November-23</b>	<b>Increase / (Decrease)</b>
Regular Working Days	18.00	20.00	(2.00)
Paid Holidays	3.00	2.00	1.00
PTO Used (Hours)	144.00	106.75	37.25

	<b>December-23</b>	<b>November-23</b>	<b>FY24 YTD</b>
Operating Revenue	79,222	94,761	1,294,661
Less Operating Expenses	(89,533)	(87,740)	(1,044,531)
<b>Net Income / (Loss)</b>	<b>(10,310)</b>	<b>7,021</b>	<b>250,130</b>

**Page 6**      **Checking Account Register of Expenses Paid**

**Page 7**      **Credit Card Register of Expenses Paid**



# December 2023

## PPUATS Joint Funding Account Summary

	Current Month	Previous Month
	December-23	November-23
<b>Account Balance</b>	<b>507,201</b>	<b>451,618</b>

<b>Account Income</b>	<b>December-23</b>	<b>November-23</b>
Joint Funding Payments Received	59,291	-
Interest Income	42	37

<b>Account Expenses</b>	<b>December-23</b>	<b>November-23</b>
Peoria, Tazewell, Woodford - Member Dues**	(3,750)	(3,750)

<b>Joint Funding Summary</b>	<b>Received</b>	<b>Due</b>
<b>Total Joint Funding</b>	<b>\$ 216,064</b>	<b>\$ 17,752</b>
City Link	3,800	-
City of Chillicothe	3,237	-
City of East Peoria	12,282	-
<b>City of Pekin</b>	<b>-</b>	<b>17,752</b>
City of Peoria	60,720	-
City of Washington	8,715	-
City of West Peoria	2,416	-
Peoria County	50,550	-
Tazewell County	40,379	-
Village of Bartonville	3,359	-
Village of Creve Coeur	2,819	-
Village of Germantown Hills	1,819	-
Village of Morton	8,741	-
Village of Peoria Heights	3,230	-
Woodford County	13,997	-



# Tri-County Regional Planning Commission

## Balance Sheet

As of December 31, 2023

	Current Month	Previous Month	Previous Year
	Dec 31, 23	Nov 30, 23	Dec 31, 22
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	892,401	981,727	918,180
Total 10000 · Cash - Unrestricted	892,401	981,727	918,180
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	507,201	451,618	342,921
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	11,234	10,678	7,186
Total 11000 · Cash - Restricted	539,204	483,065	370,875
<b>Total Checking/Savings</b>	<b>1,431,604</b>	<b>1,464,792</b>	<b>1,289,055</b>
Accounts Receivable			
Total 13000 · Accounts and Grants Receivable	396,716	321,249	175,410
<b>Total Accounts Receivable</b>	<b>396,716</b>	<b>321,249</b>	<b>175,410</b>
<b>Total Current Assets</b>	<b>1,855,662</b>	<b>1,818,288</b>	<b>1,492,973</b>
<b>Total Fixed Assets</b>	<b>24,304</b>	<b>25,973</b>	<b>36,431</b>
<b>Total Other Assets</b>	<b>36,641</b>	<b>40,708</b>	<b>76,084</b>
<b>TOTAL ASSETS</b>	<b>1,916,607</b>	<b>1,884,969</b>	<b>1,605,488</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
<b>Total Accounts Payable</b>	<b>161,027</b>	<b>102,681</b>	<b>71,343</b>
Other Current Liabilities			
21000 · Accrued Expenses	3,206	14,894	-
21100 · Accounts Payable - Employees	200	299	651
22000 · Employer Liabilities	109,173	106,761	94,965
23000 · Unearned Revenue	62,870	66,576	45,687
Total Other Current Liabilities	195,541	211,938	165,602
<b>Total Current Liabilities</b>	<b>356,568</b>	<b>314,619</b>	<b>236,945</b>
Long Term Liabilities			
Total Long Term Liabilities	14,152	14,152	53,250
<b>Total Liabilities</b>	<b>370,720</b>	<b>328,771</b>	<b>290,194</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	1,089,308	1,089,308	919,628
<b>Net Income</b>	<b>250,130</b>	<b>260,440</b>	<b>189,216</b>
<b>Total Equity</b>	<b>1,545,888</b>	<b>1,556,198</b>	<b>1,315,294</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,916,607</b>	<b>1,884,969</b>	<b>1,605,488</b>



# Tri-County Regional Planning Commission

## Statement of Cash Flows

December 2023

	Dec 23	Jul - Dec 23
<b>OPERATING ACTIVITIES</b>		
Net Income	(10,310)	250,130
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(141,013)	(93,275)
13001 · Accrued Receivables	65,546	(23,477)
15000 · Prepaid Expenses	4,907	5,034
20000 · Accounts Payable	58,345	59,634
21000 · Accrued Expenses	(11,688)	1,603
21100 · Accounts Payable - Employees	(99)	(246)
22100 · Accrued Wages Payable	(430)	2,842
22200 · Accrued Vacation/Personal Time	2,241	(1,412)
22300 · Unvested Retirement	555	3,439
22503 · FICA & Medicare	(38)	230
22504 · IL Unemployment Taxes	261	111
22505 · 457 (b) Contributions	(164)	71
22520 · United Way	(13)	-
22801 · Local Match - City of Peoria	-	(5,000)
22802 · Local Match - GPSD	-	(9,500)
22803 · Local Match - PDC Services, Inc	-	(5,000)
22804 · Local Match - Wildlife Prairie	-	(500)
23101 · Deferred Revenue - IDOT	(3,706)	(156)
23210 · Kickapoo Creek Watershed-Local	-	20,000
28000 · Current Lease Liab. - Office Sp	(2,882)	17,470
28001 · Current Lease Liab. - Copier	(434)	2,622
Net cash provided by Operating Activities	(38,923)	224,619
<b>INVESTING ACTIVITIES</b>		
17100 · Computer Equipment	-	(6,770)
17101 · Accum. Deprec. - Computers	1,669	10,013
19000 · Right of Use - Office Space	2,793	16,755
19001 · Right of Use - Copier	444	1,755
19002 · Right of Use - SBIT Agreements	830	4,977
Net cash provided by Investing Activities	5,735	26,730
<b>FINANCING ACTIVITIES</b>		
29000 · Lease Liability - Office Space	-	(34,637)
29001 · Lease Liability - Copier	-	(4,461)
Net cash provided by Financing Activities	-	(39,098)
Net cash increase for period	(33,187)	212,251
Cash at beginning of period	1,464,792	1,219,353
Cash at end of period	<b>1,431,604</b>	<b>1,431,604</b>



# Tri-County Regional Planning Commission

## Profit & Loss

December 2023

	CURRENT Month	Previous Month	FY24 - CURRENT YTD	FY23 - Previous YTD
	Dec 23	Nov 23	Jul - Dec 23	Jul - Dec 22
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	127,708	132,885	825,175	549,538
42000 · State Grants and Awards	27,008	31,962	179,825	133,871
43000 · Local Matching Contributions	10,410	(2,402)	234,654	179,052
44000 · Charges for Services	5,283	6,293	31,968	20,771
45000 · Member Dues	3,750	3,750	22,500	21,000
46000 · Interest Income	102	96	540	428
<b>Total Income</b>	<b>174,262</b>	<b>172,583</b>	<b>1,294,661</b>	<b>904,660</b>
Gross Profit	174,262	172,583	1,294,661	904,660
<b>Expense by Account &amp; Category</b>				
Total 60500 · Amortization Expense	4,066	4,066	24,374	24,222
Total 61000 · Computer Expenses	2,197	2,623	17,877	10,973
Total 61500 · Outside Services	92,021	74,871	475,550	231,756
Total 62000 · Depreciation	1,669	1,669	10,013	8,884
Total 63000 · Employee Benefits	16,643	16,160	99,323	80,681
Total 63400 · Interest Expense	92	101	685	1,614
Total 63500 · Office Administration	1,785	1,668	9,962	7,327
Total 64000 · Miscellaneous	100	170	5,945	5,400
Total 65000 · Professional Fees	2,782	1,768	27,440	31,685
Total 65500 · Facility Costs	865	865	4,575	8,460
Total 66000 · Salaries and Wages	62,152	61,302	359,013	295,065
Total 66500 · Training & Education	-	-	2,300	-
Total 67000 · Travel	200	299	7,475	9,376
<b>Total Expense</b>	<b>184,572</b>	<b>165,562</b>	<b>1,044,531</b>	<b>715,444</b>
<b>Net Income</b>	<b>(10,310)</b>	<b>7,021</b>	<b>250,130</b>	<b>189,216</b>



# Tri-County Regional Planning Commission

## Check Register - Operating Account

### December 2023

Date	Num	Name	Memo	Amount
12/01/2023	1426	Blue Cross Blue Shield of Illinois	Health Insurance - 12/2023	8,723.85
12/01/2023	1427	City of Peoria	Rent - 12/2023	2,950.00
12/05/2023	ACH	Department of the Treasury	Payroll Taxes 11/16/23 - 11/30/23	7,481.28
12/05/2023	ACH	Illinois Department of Revenue	Payroll Taxes 11/16/23 - 11/30/23	1,397.74
12/05/2023	ACH	CEFCU	Payroll Liability 11/16/23 - 11/30/23	50.00
12/05/2023	ACH	Nationwide	Retirement 11/16/23 - 11/30/23	3,039.55
12/05/2023	ACH	Staff - Payroll	Payroll 11/16/23 - 11/30/23	22,046.00
12/05/2023	ACH	Unvested Retirement Account	Retirement 11/16/23 - 11/30/23	195.50
12/08/2023	ACH	Delta Dental	Dental Insurance	299.43
12/08/2023	ACH	Eco-Counter, Inc.	IDOT FY24 UPWP - IT Supplies	420.00
12/08/2023	ACH	Facet Technologies, Inc.	GIS Web Hosting - 12/2023 - IDOT FY24 UPWP	385.00
12/08/2023	ACH	Guardian	Life, Disability, and Vision Insurance	526.93
12/08/2023	ACH	Heartland Parking	Monthly Parking - 12/2023	1,022.00
12/08/2023	ACH	Heartland Parking	Parking Validations - 11/2023	85.00
12/08/2023	ACH	Hinckley Springs	Water	100.92
12/08/2023	ACH	IT Unified	Monthly IT Service - 12/2023	1,200.00
12/08/2023	ACH	Lochmueller Group	Activity Based TDM Consultant	15,000.00
12/08/2023	ACH	Lochmueller Group	Pekin Bike / Ped Master Plan Consultant	3,972.00
12/08/2023	ACH	Pearl Technology	Google G Suite Basic	1,512.00
12/08/2023	ACH	The Cleaning Source	Office Cleaning - 12/2023	194.00
12/08/2023	ACH	Thouvenot, Wade, & Moerchen, Inc.	Consultants - IDOT FY23 UPWP	1,893.00
12/08/2023	ACH	Verizon Wireless	Phones - 11/2023	308.21
12/08/2023	ACH	WEX Bank	Fuel for Commission Vehicle	54.54
12/18/2023	1428	Morton Community Bank	Bruner - Payment for 11/2023 CC Charges	376.10
12/18/2023	1429	Morton Community Bank	Ulrich - Payment for 11/2023 CC Charges	196.54
12/20/2023	ACH	Department of the Treasury	Payroll Taxes 12/01/23 - 12/15/23	7,052.78
12/20/2023	ACH	Illinois Department of Revenue	Payroll Taxes 12/01/23 - 12/15/23	1,329.31
12/20/2023	ACH	CEFCU	Payroll Liability 12/01/23 - 12/15/23	50.00
12/20/2023	ACH	Nationwide	Retirement 12/01/23 - 12/15/23	2,875.95
12/20/2023	ACH	Staff - Payroll	Payroll 12/01/23 - 12/15/23	20,743.53
12/20/2023	ACH	Unvested Retirement Account	Retirement 12/01/23 - 12/15/23	359.10
12/20/2023	1430	Heart of IL United Way	Payroll Liability	19.50
12/22/2023	ACH	Hanson Professional Services, Inc.	Consultants - IDOT FY23 UPWP	1,000.00
12/22/2023	ACH	Martin Hood	Financial Audit - IDOT FY24 UPWP	1,768.00
12/22/2023	ACH	Quill Corporation	Office Supplies	359.59
12/22/2023	ACH	WSP USA, Inc.	Consultant Services - 10/2023 - IDOT SPR Port District	19,828.03
12/31/2023	ACH	Morton Community Bank	Service Charge	15.24
<b>Register</b>			<b>Total Checks</b>	<b>128,830.62</b>



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

Date	Employee Card	Vendor	Memo	Amount
12/06/2023	Ulrich	Walmart	Office Supplies	8.68
12/06/2023	Ulrich	Adobe	Adobe User Subscription - Miller	21.24
12/08/2023	Ulrich	Qbox	QuickBooks File Management	15.00
12/12/2023	Bruner	i3 Broadband	Internet Service	117.48
12/14/2023	Bruner	Amazon Business	IDOT FY24 UPWP - IT Supplies	39.98
12/15/2023	Bruner	Adobe	Adobe Main Account Subscription	54.99
12/28/2023	Ulrich	USPS	postage	15.24
12/30/2023	Bruner	Adobe	Adobe Main Account Subscription - New Account	182.66
12/31/2023	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>455.27</b>

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



# November 2023 Financial Summary Full Commission

	November-23	October-23	FY24 YTD
<b>Net Income / (Loss)</b>	<b>7,021</b>	<b>17,219</b>	<b>260,440</b>

**Page 1**      **Monthly Financial Summary**

**Page 2**      **PPUATS Joint Funding Account Summary**

**Page 3**

<b>Balance Sheet</b>	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Operating Cash	981,727	951,808	29,919
Joint Funding Account	451,618	455,331	(3,713)
All Unrestricted and Restricted Cash	1,464,792	1,438,458	-

<b>Accounts Receivable</b>	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Receivable	321,249	364,815	(43,566)
Total Federal Receivables	243,284	231,435	11,849
Total State Receivables	40,861	39,108	1,753
Total Local Receivables	37,103	94,272	(57,168)

<b>Accounts Payable</b>	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Total Accounts Payable at EOM	102,681	84,316	18,366
A/P to be billed - Pass-throughs	99,930	82,748	17,182
A/P indirect costs	2,751	1,568	1,184

**Page 4**      **Reference Statement of Cash Flows for Detail on Changes in Cash**

**Page 5**

<b>Income Statement</b>	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Current Billing	172,583	196,811	(24,228)
Pass-Through Expenses and Adjusting Entries	(77,823)	(106,997)	29,174
Operating Revenue	94,761	89,813	4,143

	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Current Expenses	165,562	179,592	(14,029)
Pass-Through Expenses and Adjusting Entries	(77,823)	(106,997)	29,174
Operating Expenses	87,740	72,595	15,145

	<b>November-23</b>	<b>October-23</b>	<b>Increase / (Decrease)</b>
Regular Working Days	20.00	22.00	(2.00)
Paid Holidays	2.00	-	2.00
PTO Used (Hours)	106.75	129.75	(23.00)

	<b>November-23</b>	<b>October-23</b>	<b>FY24 YTD</b>
Operating Revenue	94,761	89,813	1,120,399
Less Operating Expenses	(87,740)	(72,595)	(859,959)
<b>Net Income / (Loss)</b>	<b>7,021</b>	<b>17,219</b>	<b>260,440</b>

**Page 6**      **Checking Account Register of Expenses Paid**

**Page 7**      **Credit Card Register of Expenses Paid**



# November 2023

## PPUATS Joint Funding Account Summary

	Current Month	Previous Month
	November-23	October-23
<b>Account Balance</b>	<b>451,618</b>	<b>455,331</b>

<b>Account Income</b>	<b>November-23</b>	<b>October-23</b>
Joint Funding Payments Received	-	69,269
Interest Income	37	34

*Joint Funding Payments Received (Deposited in December 2023)	59,291
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<b>Account Expenses</b>	<b>November-23</b>	<b>October-23</b>
Peoria, Tazewell, Woodford - Member Dues**	(3,750)	(3,750)

<b>Joint Funding Summary</b>	<b>Received</b>	<b>Due</b>
<b>Total Joint Funding</b>	<b>\$ 216,064</b>	<b>\$ 17,752</b>
City Link	3,800	-
City of Chillicothe	3,237	-
City of East Peoria	12,282	-
City of Pekin	-	17,752
City of Peoria	60,720	-
City of Washington	8,715	-
City of West Peoria	2,416	-
Peoria County	50,550	-
Tazewell County	40,379	-
Village of Bartonville	3,359	-
Village of Creve Coeur	2,819	-
Village of Germantown Hills	1,819	-
Village of Morton	8,741	-
Village of Peoria Heights	3,230	-
Woodford County	13,997	-



# Tri-County Regional Planning Commission

## Balance Sheet

As of November 30, 2023

	Current Month	Previous Month	Previous Year
	Nov 30, 23	Oct 31, 23	Nov 30, 22
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	981,727	951,808	868,969
Total 10000 · Cash - Unrestricted	981,727	951,808	868,969
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	451,618	455,331	281,104
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	10,678	10,551	6,797
Total 11000 · Cash - Restricted	483,065	486,650	308,670
Total Checking/Savings	1,464,792	1,438,458	1,177,640
Accounts Receivable			
Total 13000 · Accounts and Grants Receivable	321,249	367,213	257,308
Total Accounts Receivable	321,249	367,213	257,308
Total Current Assets	1,818,288	1,841,314	1,467,948
Total Fixed Assets	25,973	27,642	37,912
Total Other Assets	40,708	44,774	80,126
<b>TOTAL ASSETS</b>	<b>1,884,969</b>	<b>1,913,730</b>	<b>1,585,986</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Total Accounts Payable	102,681	141,318	28,658
Other Current Liabilities			
21000 · Accrued Expenses	14,894	2,137	4,665
21100 · Accounts Payable - Employees	299	1,398	200
22000 · Employer Liabilities	106,761	108,550	89,628
Total 22800 · Local Matches	20,000	20,000	-
Total 23000 · Unearned Revenue	46,576	50,282	49,256
Total Other Current Liabilities	211,938	209,083	172,066
Total Current Liabilities	314,619	350,401	200,725
Long Term Liabilities			
Total Long Term Liabilities	14,152	14,152	53,250
Total Liabilities	328,771	364,553	253,974
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	1,089,308	1,089,308	919,628
Net Income	260,440	253,419	205,934
Total Equity	1,556,198	1,549,177	1,332,011
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,884,969</b>	<b>1,913,730</b>	<b>1,585,986</b>



# Tri-County Regional Planning Commission

## Statement of Cash Flows

November 2023

	Nov 23	Jul - Nov 23
<b>OPERATING ACTIVITIES</b>		
Net Income	7,021	260,440
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	67,324	47,738
13001 · Accrued Receivables	(21,360)	(89,023)
15000 · Prepaid Expenses	3,395	128
20000 · Accounts Payable	(38,637)	1,289
21000 · Accrued Expenses	12,756	13,291
21100 · Accounts Payable - Employees	(1,099)	(147)
22100 · Accrued Wages Payable	(2,035)	3,272
22200 · Accrued Vacation/Personal Time	742	(3,653)
22300 · Unvested Retirement	113	2,884
22503 · FICA & Medicare	(189)	268
22504 · IL Unemployment Taxes	15	(150)
22505 · 457 (b) Contributions	(441)	234
22520 · United Way	7	13
23101 · Deferred Revenue - IDOT	(3,706)	3,550
28000 · Current Lease Liab. - Office Sp	(2,874)	20,352
28001 · Current Lease Liab. - Copier	(434)	3,056
Net cash provided by Operating Activities	20,598	263,542
<b>INVESTING ACTIVITIES</b>		
17100 · Computer Equipment		(6,770)
17101 · Accum. Deprec. - Computers	1,669	8,344
19000 · Right of Use - Office Space	2,793	13,963
19001 · Right of Use - Copier	444	1,311
19002 · Right of Use - SBIT Agreements	830	4,148
Net cash provided by Investing Activities	5,735	20,995
<b>FINANCING ACTIVITIES</b>		
29000 · Lease Liability - Office Space	-	(34,637)
29001 · Lease Liability - Copier	-	(4,461)
Net cash provided by Financing Activities	-	(39,098)
Net cash increase for period	26,334	245,439
Cash at beginning of period	1,438,458	1,219,353
Cash at end of period	<b>1,464,792</b>	<b>1,464,792</b>



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

	CURRENT Month	Previous Month	FY24 - CURRENT YTD	FY23 - Previous YTD
	Nov 23	Oct 23	Jul - Nov 23	Jul - Nov 22
<b>Ordinary Income/Expense</b>				
<b>Revenue by Type</b>				
41000 · Federal Grants and Awards	132,885	151,289	697,466	418,544
42000 · State Grants and Awards	31,962	31,474	152,817	109,273
43000 · Local Matching Contributions	(2,402)	3,630	224,244	182,552
44010 · GIS Support	4,775	3,462	15,698	12,438
44020 · Planning & Zoning Support	1,518	3,536	10,987	5,624
45000 · Member Dues	3,750	3,750	18,750	17,500
46000 · Interest Income	96	94	438	347
<b>Total Income</b>	<b>172,583</b>	<b>197,234</b>	<b>1,120,399</b>	<b>746,278</b>
Gross Profit	172,583	197,234	1,120,399	746,278
<b>Expense by Account &amp; Category</b>				
Total 60500 · Amortization Expense	4,066	4,066	20,308	20,181
Total 61000 · Computer Expenses	2,623	1,928	15,681	9,634
Total 61500 · Outside Services	74,871	79,696	383,529	140,824
Total 62000 · Depreciation	1,669	1,669	8,344	7,404
Total 63000 · Employee Benefits	16,160	17,162	82,680	67,079
Total 63400 · Interest Expense	101	110	593	1,367
Total 63500 · Office Administration	1,668	1,522	8,177	5,967
Total 64000 · Miscellaneous	170	672	5,845	4,305
Total 65000 · Professional Fees	1,768	6,690	24,658	26,585
Total 65500 · Facility Costs	865	865	3,709	6,373
Total 66000 · Salaries and Wages	61,302	63,321	296,860	241,352
Total 67000 · Travel and Training	299	1,890	9,575	9,275
<b>Total Expense</b>	<b>165,562</b>	<b>179,592</b>	<b>859,959</b>	<b>540,344</b>
<b>Net Income</b>	<b>7,021</b>	<b>17,642</b>	<b>260,440</b>	<b>205,934</b>



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

Date	Num	Name	Memo	Amount
11/03/2023	1414	American Environmental Corp	IEMA - Hazard Mitigation Contract	10,942.50
11/03/2023	1415	Blue Cross Blue Shield of Illinois	Health Insurance - 11/2023	8,723.85
11/03/2023	1416	City of Peoria	Rent - 11/2023	2,950.00
11/03/2023	1417	GateHouse Media	Legal Notices - 10/2023	182.50
11/03/2023	1418	PGAV Planners, LLC	Comp Plan Consultant Services	2,250.00
11/03/2023	1419	Xerox Financial Services	Copier Lease	458.20
11/03/2023	ACH	Department of the Treasury	Payroll Taxes 10/16/23 - 10/31/23	8,076.10
11/03/2023	ACH	Illinois Department of Revenue	Payroll Taxes 10/16/23 - 10/31/23	1,498.46
11/03/2023	ACH	CEFCU	Payroll Liability 10/16/23 - 10/31/23	50.00
11/03/2023	ACH	Nationwide	Retirement 10/16/23 - 10/31/23	3,480.93
11/03/2023	ACH	Staff - Payroll	Payroll 10/16/23 - 10/31/23	24,673.88
11/10/2023	ACH	Delta Dental	Dental Insurance	299.43
11/10/2023	ACH	Facet Technologies, Inc.	GIS Web Hosting - 11/2023 - IDOT FY24 UPWP	385.00
11/10/2023	ACH	Guardian	Life, Disability, and Vision Insurance	526.93
11/10/2023	ACH	Hanson Professional Services	Intersection Safety Study - IDOT FY23 UPWP	8,250.00
11/10/2023	ACH	Heartland Parking	Monthly Parking - 11/2023	1,022.00
11/10/2023	ACH	Heartland Parking	Parking Validations - 10/2023	122.00
11/10/2023	ACH	Hinckley Springs	Water	88.43
11/10/2023	ACH	IT Unified	Monthly IT Service - 10/2023	1,200.00
11/10/2023	ACH	Lochmueller Group	Pekin Bike / Ped Master Plan Consultant	6,084.77
11/10/2023	ACH	Pearl Technology	Central IL Maps - domain registration	25.00
11/10/2023	ACH	Quill Corporation	Office Supplies	38.98
11/10/2023	ACH	RK Dixon	Copier Lease	20.43
11/10/2023	ACH	The Cleaning Source	Office Cleaning - 10/2023	194.00
11/10/2023	ACH	Verizon Wireless	Phones - 10/2023	308.21
11/10/2023	ACH	WEX Bank	Gas - Commission Vehicle	52.84
11/10/2023	ACH	WSP USA, Inc.	Consultant Services - 10/2023 - IDOT SPR Port District	7,049.92
11/20/2023	ACH	Department of the Treasury	Payroll Taxes 11/01/23 - 11/15/23	7,093.16
11/20/2023	ACH	Illinois Department of Revenue	Payroll Taxes 11/01/23 - 11/15/23	1,340.11
11/20/2023	ACH	CEFCU	Payroll Liability 11/01/23 - 11/15/23	50.00
11/20/2023	ACH	Nationwide	Retirement 11/01/23 - 11/15/23	2,862.95
11/20/2023	ACH	Staff - Payroll	Payroll 11/01/23 - 11/15/23	20,926.40
11/20/2023	ACH	Unvested Retirement Account	Retirement 11/01/23 - 11/15/23	372.10
11/22/2023	ACH	Morton Community Bank	Bruner - Payment for 10/2023 CC Charges	419.16
11/22/2023	ACH	Morton Community Bank	Ulrich - Payment for 10/2023 CC Charges	542.23
11/29/2023	ACH	Lochmueller Group	Activity Based TDM Consultant	30,000.00
11/29/2023	ACH	Martin Hood	FY23 Financial Audit - 10/2023 - IDOT FY24 UPWP	6,690.00
11/29/2023	ACH	Quill Corporation	Office Supplies	88.36
11/29/2023	ACH	Quill Corporation	Office Supplies	33.78
11/29/2023	1420	American Environmental Corp	IEMA - Hazard Mitigation Contract	11,302.50
11/29/2023	1421	ILGISA	ILGISA Membership Dues - B. West	85.00
11/29/2023	1422	Xerox Financial Services	Copier Lease	458.20
11/29/2023	1423	Midwest Engineering Associates, Inc.	Crosswalk Feasibility Study - IDOT FY23 UPWP	10,660.38
11/29/2023	1424	ILGISA	ILGISA Membership Dues - L. Chapman	85.00
11/29/2023	1425	PGAV Planners, LLC	Comp Plan Consultant Services	6,900.00
11/30/2023	ACH	Morton Community Bank	Service Charge	16.56
<b>Register</b>			<b>Total Checks</b>	<b>188,880.25</b>



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

Date	Employee Card	Vendor	Memo	Amount
11/02/2023	Ulrich	Adobe	Adobe User Subscription - Miller	21.24
11/04/2023	Ulrich	Qbox	QuickBooks File Management	15.00
11/05/2023	Ulrich	Amazon Business	Office Supplies	91.08
11/06/2023	Ulrich	i3 Broadband	Internet Service	117.48
11/08/2023	Ulrich	Amazon Business	Office Supplies	20.97
11/15/2023	Bruner	Adobe	Adobe Main Account Subscription	54.99
11/15/2023	Bruner	Adobe	Adobe Main Account Subscription - New Account	182.66
11/30/2023	Bruner	Amazon Business	Office Supplies	69.22
11/30/2023	N/A	Morton Community Bank	Finance Charges	0.00
<b>Register</b>			<b>Total Charges</b>	<b>572.64</b>

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



**RESOLUTION 24-36**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR NOVEMBER and DECEMBER 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 November and December 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 November and December 2023 are approved.

Presented this 7th day of February 2024

Adopted this 7th day of February 2024

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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

**To:** Commission  
**From:** Executive Director  
**Subject:** Employees Health Insurance  
**Date:** Renewal February 7, 2024

**Action needed:**

Approval of Commission 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, 2024. 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/HSA 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,). Our current provider, Blue Cross Blue Shield has provided a renewal option with a 6.90% increase in premium. The renewal benefits would be almost identical for employees.

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.

In terms of HD plans the BCBS Gold G535BCE plan is the most cost-effective choice for those employees choosing the HD plan a renewal option with a 10.60% increase in premium.



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 project

Recommendation

I recommend the Commission approve contracts for employee health insurance for the March 1, 2024, to February 28, 2025 contract year with the following:

Medical insurance -

**Blue Cross Blue Shield Platinum**

PPO Plan number P5E1BCE (6.90% increase from previous contract)

HD- Plan number G535BCE (10.60% 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 choose the HD Plan)



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



BENEFITS	Blue Cross Platinum P5E1BCE Current	Blue Cross Platinum P5E1BCE Renewal	Blue Cross Gold G535BCE Current (HSA)	Blue Cross Gold G535BCE Renewal (HSA)
Deductible				
Single Deductible (In / Out)	500 / 1,000	500 / 1,000	3,000 / 6,000	3,200 / 6,400
Family Deductible (In / Out)	1,500 / 3,000	1,500 / 3,000	9,000 / 18,000	9,600 / 19,200
Physician Co-Pay (In-Ntwrk) PPO PCP / Specialist *Designated Provider* *Applies to Out of Pkt Max only *Members under 19 yrs. CoPay	\$0 CoPay Preventive \$20 / \$40	\$0 CoPay Preventive \$20 / \$40	\$0 CoPay Preventive Ded. Then Colns.	\$0 CoPay Preventive Ded. Then Colns.
Co-Insurance (In / Out)	10% / 40%	10% / 40%	Ded. Then Colns.	Ded. Then Colns.
Single Out of Pocket Max (In / Out) * Includes CoPays, Co-Ins., & Deductible (ACA Plans only)	1,500 / Unlimited	1,500 / Unlimited	20% / 50%	20% / 50%
Family Out of Pocket Max (In / Out)	4,500 / Unlimited	4,500 / Unlimited	5,250 / Unlimited	5,250 / Unlimited
Prescription Drug Card (In-Ntwrk) *Applies to Out of Pkt Max only	\$0 / 10 / 20 / 50 / 70 / 100 / 120 / 150 / 250	\$0 / 10 / 20 / 50 / 70 / 100 / 120 / 150 / 250	14,000 / Unlimited	14,000 / Unlimited
Lab Testing, X-Ray, (simple diagnostic) *Applies to Out of Pkt Max only if CoPay	Ded. Then Colns.	Ded. Then Colns.	20% / 20% / 30% 40% / 40% / 50% After Med Deductible	20% / 20% / 30% 40% / 40% / 50% After Med Deductible
Emergency Room *Applies to Out of Pkt Max only if CoPay	\$400 CoPay PLUS Ded. & Colns.	\$400 CoPay PLUS Ded. & Colns.	Ded. Then Colns.	Ded. Then Colns.
Urgent Care Co-Pay (In-Ntwrk) *Applies to Out of Pkt Max only if CoPay	\$75 CoPay Per Visit	\$75 CoPay Per Visit	Ded. Then Colns.	Ded. Then Colns.
Pediatric Dental & Vision Benefits Incl. *Benefits up to age 19	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met
Area Network Hospitals	Blue Choice Preferred OSF, Methodist Proctor, Pekin	Blue Choice Preferred OSF, Methodist Proctor, Pekin	Blue Choice Preferred OSF, Methodist Proctor, Pekin	Blue Choice Preferred OSF, Methodist Proctor, Pekin
MONTHLY RATES	Current	Renewal	Current	Renewal
Reema Abi-Akar	EE 540.99	EE 586.69		
Michael Bruner	EE 578.64	EE 618.58		
Gabriel Guevara	EE 533.36	EE 574.54		
Debbi LaRue	EC 943.27	EC 1,005.82		
Raymond Lees	ES 2,859.84	ES 3,037.20		
Eric Miller	EE 1,429.92	EE 1,518.60	861.67	952.67
Deborah Ulrich	EE 499.52	EE 550.24		
Britney West				
Total	Community Rating	Community Rating	Community Rating	Community Rating
EST. TOTAL MO. PREMIUM	\$7,385.54	\$7,891.67	\$961.67	\$952.67
% of Increase from current				10.60%
\$ Difference Monthly				\$91.00
\$ Difference Annually				\$1,092.00

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 3/1/24. This benefit comparison is intended to provide a general overview of benefits and premiums.

"Designated Provider": Please visit myuhc.com for details

Unlimited - No stop loss for out of network services

Note:

Unlabeled Premiums\*  
symbols look like this:  
The physician provides the  
Unlabeled Premiums per person  
and the code is not  
used.



**RESOLUTION 24-34**

**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 Envision Insurance Group, Guardian and Delta Dental expire on February 28, 2024,

**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, 2024,

**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, 2024,

**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, 2024

**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, 2024.

Presented this 7th day of February 2024

Adopted this 7th day of February 2024

**ATTEST:**

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

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



# Premium Quotation

Insured: Tri-County Regional Planning Commission

Policy Term: February 25, 2024- February 25, 2025

<b>Coverage</b>	<b>Expiring Premium</b>	<b>Renewal Premium</b>
Package	\$3,288	\$3,324
Workers Compensation	\$1,338	\$1,266
Professional Liability	\$5,276	\$5,488
<b>Total Annual Premium:</b>	<b>\$9,902</b>	<b>\$10,078</b>



## RESOLUTION 24-35

### **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, 2024, 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, 2024.

#### **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, 2024 to February 28, 2025

Presented this 7th day of February 2024

Adopted this 7th day of February 2024

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

#### **ATTEST:**

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



TRI-COUNTY REGIONAL PLANNING COMMISSION

FY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Adopted October 4, 2023, as amended

TIP AMENDMENT REQUEST FORM

DATE		AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)					
2/7/2024		From 2024	To 2027	GPMTD					

PROJECT INFORMATION									
PROJECT TITLE	TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Replace Paratransit Vans	CL-25-06					Replace Paratransit Vans	FTA 5339	80%	\$ 818,000
							State		
							Local	20%	\$ 204,500
Total									\$ 1,022,500
Reason for Amendment: Adjusting the Federal and Local Match portion to the FTA funding amount									

Construction & Renovation of Buildings	CL-25-07					New building construction and renovation of existing buildings			
							State	100%	\$ 4,500,000
							Local		
Total									\$ 4,500,000
Reason for Amendment: For additional ReBuild IL funding for the new building and renovation of existing buildings									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	



TRI-COUNTY REGIONAL PLANNING COMMISSION

FY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Adopted October 4, 2023, as amended

TIP AMENDMENT REQUEST FORM

DATE		AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)					
2/7/2024		From 2024	To 2027	Illinois Department of Transportation					

PROJECT INFORMATION									
PROJECT TITLE	TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Main St Rail Upgrade	MO-20-01		C-94-044-20		AAR DOT Crossing No. 475122S at Main St in Morton	Preliminary engineering, construction engineering, and construction	Section 130	100%	\$ 300,000
							State		
							Local		
Total									\$ 300,000
Reason for Amendment: Moving project from the FY 2021 Program to the FY 2024 Program and increasing Section 130 funding from 90% to 100% funding.									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	



TRI-COUNTY REGIONAL PLANNING COMMISSION  
FY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)  
Adopted October 4, 2023, as amended

TIP AMENDMENT REQUEST FORM

DATE		AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)					
2/7/2024		From 2024	To 2027	City of Pekin					

PROJECT INFORMATION									
PROJECT TITLE	TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Court Street: 8th to 10th	PEK-25-01			20-00196-01-RS	8th Street to 10th Street	Reconstruct roadway with new curb & gutter, sidewalks and drainage			
							Federal	70%	\$ 3,000,000
							State		
							Local	30%	\$ 1,300,000
Total									\$ 4,300,000
Reason for Amendment: IDOT requested the project be split into two projects so the federal portion is over 50% and closer to 70%.									

Court Street: 10th to Stadium	PEK-25-02			20-00196-02-RS	10th Street to Stadium Drive	Mill & overlay roadway. Construct new curb & gutter, sidewalks, and drainage			
							State		
							Local	100%	\$ 8,700,000
Total								\$ 8,700,000	
Reason for Amendment: This project will be locally let in the same time frame as the project above.									

							State		
							Local		
Total								\$ -	
Reason for Amendment:									

							State		
							Local		
Total								\$ -	
Reason for Amendment:									

							State		
							Local		
Total								\$ -	
Reason for Amendment:									

							State		
							Local		
Total								\$ -	
Reason for Amendment:									

							State		
							Local		
Total								\$ -	
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	



TRI-COUNTY REGIONAL PLANNING COMMISSION

FY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Adopted October 4, 2023, as amended

TIP AMENDMENT REQUEST FORM

DATE		AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)					
2/7/2024		From 2024	To 2027	Peoria County					

PROJECT INFORMATION									
PROJECT TITLE	TIP NUMBER	PROJECT CONTRACT NUMBER	PROJECT NUMBER (PPS#)	PROJECT SECTION NUMBER	IMPROVEMENT LOCATION	ACTION	FUNDING SOURCE	FUNDING SHARE (%)	TOTAL COST
Maxwell & Middle Road	PC-25-01			19-00115-01-PV	Maxwell Road from Fauber Lane to Middle Road and Middle Road from Maxwell Road to 680' west of Dirksen Parkway	Reconstruction to 3 lanes with addition of pedestrian accommodations.	STR	80%	\$ 3,856,841
							State		
							Local	20%	\$ 964,210
Total									\$ 4,821,051
Reason for Amendment: Updating funding amounts and project limits									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

							State		
							Local		
Total									\$ -
Reason for Amendment:									

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	



**Adopted October 4, 2023, as amended**

DATE		AMENDING TIP DOCUMENT		AGENCY REQUESTING AMENDMENT(S)
2/7/2024	From	To	Illinois Dept. of Transportation	
	2024	2027		

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
Pavement Preservation	S-24-22	68H26	4-02024-2204 4-02024-2206 4-02024-2207 4-02024-2208 4-02024-2210	D4 Crack & Joint Sealing 2024	Various Locations within Dist. 4	Pavement crack & joint sealing	Federal (NHPP)	90%	\$ 270,000
							Federal (NHPP)	80%	\$ 296,000
							Federal (STBG 50-200k-Urban)	80%	\$ 32,000
							Federal (STP-Rural)	80%	\$ 160,000
							State Match (NHPP)	10%	\$ 30,000
							State Match (NHPP, STBG, STP)	20%	\$ 122,000
							Total		\$ 910,000

Reason for Amendment:	Revised fund sources, costs, and locations. Only roadway segment within MPO boundaries is IL 40 (Knoxville Ave.) from Ravinswood Rd. to N of Timber Ln. in Peoria.
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Bridge Preservation	S-24-25	68H27	4-00201-2401 4-00201-2401		Various Locations within Dist. 4	Bridge Deck Sealing	Federal (Hwy-Inf-BFP-S)	90%	\$ 131,000
							Federal (Hwy-Inf-BFP-Off-S)	90%	\$ 31,000
							Federal (Hwy-Inf-BFP-S)	80%	\$ 94,000
							Federal (Hwy-Inf-BFP-Off-S)	80%	\$ 1,000
							State Match	20%	\$ 25,000
							State Match	10%	\$ 18,000
							<b>Total</b>		<b>\$ 300,000</b>

Reason for Amendment:	Addition to IDOT Dist. 4 Fiscal Year 2024 Annual Program.
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[illegible]

Reason for Amendment:
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[illegible]

Reason for Amendment:

[illegible]

Reason for Amendment:

[illegible]

Reason for Amendment:

[illegible]

Reason for Amendment:

Technical	
Commission	

IDOT District 4 Local Roads	
IDOT District 4 Programming	
FHWA	



## **RESOLUTION 24-37**

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

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

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

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

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

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

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

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

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

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

Presented this 7th day of February 2024

Adopted this 7th day of February 2024

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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:** Full Commission  
**FROM:** Staff  
**SUBJECT:** Call for Projects for 2050 LRTP  
**DATE:** February 7, 2024

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## **Action Needed**

Submit projects for consideration in the 2050 Long-Range Transportation Plan by 4:00 p.m. on Thursday, February 29, 2024.

## **Background**

As the federally designated Metropolitan Planning Organization (MPO) for the Greater Peoria Area, the Tri-County Regional Planning Commission (Tri-County or TCRPC) is responsible for developing and maintaining the region's Long-Range Transportation Plan (LRTP) that guides the transportation decision making and funding decisions for the next 25 years.

A key step in developing and updating the Long-Range Transportation Plan (LRTP) is to identify a list of priority transportation projects for the Greater Peoria Area. The development of this project list is a federal requirement and includes all projects that intend to use federal funding sources or regionally significant.

This planning process is undertaken by TCRPC staff every five years and includes a 25-year planning horizon, 2025 - 2050. The 2050 LRTP is scheduled for completion and approval by the Commission in March 2025.

## **Call for Projects**

Jurisdictions (cities, villages, counties, states) and transportation agencies are eligible to nominate transportation projects for consideration in the LRTP. Projects must be located within the Peoria-Pekin Metropolitan Planning Area. Please see the map in the attachment at the end of this document to determine if your project is eligible for consideration.

Eligible project types include construction of new roadways, improvements to existing roadways, transit projects, bicycle and pedestrian facilities, and other transportation improvements. Any roadway projects are required to have a current or future functional classification as a Federal Aid Urban (FAU) route:

Minor Collector and above. Current roadway classifications can be found on IDOT's interactive map:

<https://www.gettingaroundillinois.com/MapView/?config=RFCconfig.json>



Funds will not be distributed as a result of this solicitation. However, there are several reasons to nominate projects for the LRTP:

1. Identifying regional transportation priorities will direct the investment of federal funds.
2. Being listed in the LRTP will help communicate information to the public about projects planned for our region.
3. For some federal funding programs, only projects included in the LRTP are eligible for funds.
4. For some federal funding programs, projects receive extra consideration if they are included in the LRTP.

### **Submission Instructions**

To learn more about the LRTP 2050 Call for Projects and to access the application, please visit Tri-County's website: <https://tricountyrpc.org/transportation/lrtp/lrtp-2050/>. Please download and save the application to your computer and fill out a separate form for each project. Applications will be accepted digitally (preferred method) or mailed. Completed forms can be emailed to [lrtp@tricountyrpc.org](mailto:lrtp@tricountyrpc.org) or mailed to:

Tri-County Regional Planning Commission  
Attn: Michael Bruner  
456 Fulton Street, Suite 401  
Peoria, Illinois 61602

The deadline to submit project nominations is Thursday, February 29, 2024 by 3:30 p.m.

Please note that projects listed in the existing 2045 LRTP will not automatically be carried forward into the new plan, except for projects included in the Surface Transportation and Mass Transit Project Lists in the current 2024 -2027 Transportation Improvement Program. All other projects, new or old, must be nominated again due to the change in application to gather more project information.

### **Eligible Projects**

This Call for Projects is for transportation projects including roads and highways, bridges, non-motorized, and transit. The following links are provided as guidance regarding eligible activities for various federal and state funding programs.

#### **Bridge Formula Program (BFP)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/bfp.cfm>

#### **Bridge Investment Program (BIP)**

[https://www.fhwa.dot.gov/bipartisan-infrastructure-law/bip\\_factsheet.cfm](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/bip_factsheet.cfm)



**Capital Investment Grants Program (Section 5309)**

<https://www.transit.dot.gov/funding/grants/fact-sheet-capital-investment-grants-program>

**Carbon Reduction Program (CRP)**

[https://www.fhwa.dot.gov/bipartisan-infrastructure-law/crp\\_fact\\_sheet.cfm](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/crp_fact_sheet.cfm)

**Charging & Fueling Infrastructure (CFI)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/charging.cfm>

**Economic Development Program**

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/economic-development-program.html>

**Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310)**

<https://www.transit.dot.gov/funding/grants/fact-sheet-enhanced-mobility-seniors-and-individuals-disabilities>

**Highway Safety Improvement Program (HSIP)**

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/hsip.html>

**Illinois Transportation Enhancement Program (ITEP)**

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/itep.html>

**Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/promote.cfm>

**Railway-Highway Crossings Program (Section 130)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/rhcp.cfm>

**Reconnecting Communities Pilot (RCP) Program**

[https://www.fhwa.dot.gov/bipartisan-infrastructure-law/rcp\\_fact\\_sheet.cfm](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/rcp_fact_sheet.cfm)

**Safe Routes to School (SRTS)**

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/safe-routes-to-school.html>

**Safe Streets and Roads for All (SS4A)**

[https://www.fhwa.dot.gov/bipartisan-infrastructure-law/ss4a\\_fact\\_sheet.cfm](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/ss4a_fact_sheet.cfm)



**Surface Transportation Black Grant (STBG or STU)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/stbg.cfm>

**Transportation Alternative Set-Aside Program (TA or TAP)**

<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/ta.cfm>

**Truck Access Route Program (TARP)**

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/truck-access-route-program--tarp-.html>

**Urbanized Area Formula Grants Program (Section 5307)**

<https://www.transit.dot.gov/funding/grants/fact-sheet-urbanized-area-formula-grants-program>

**Questions**

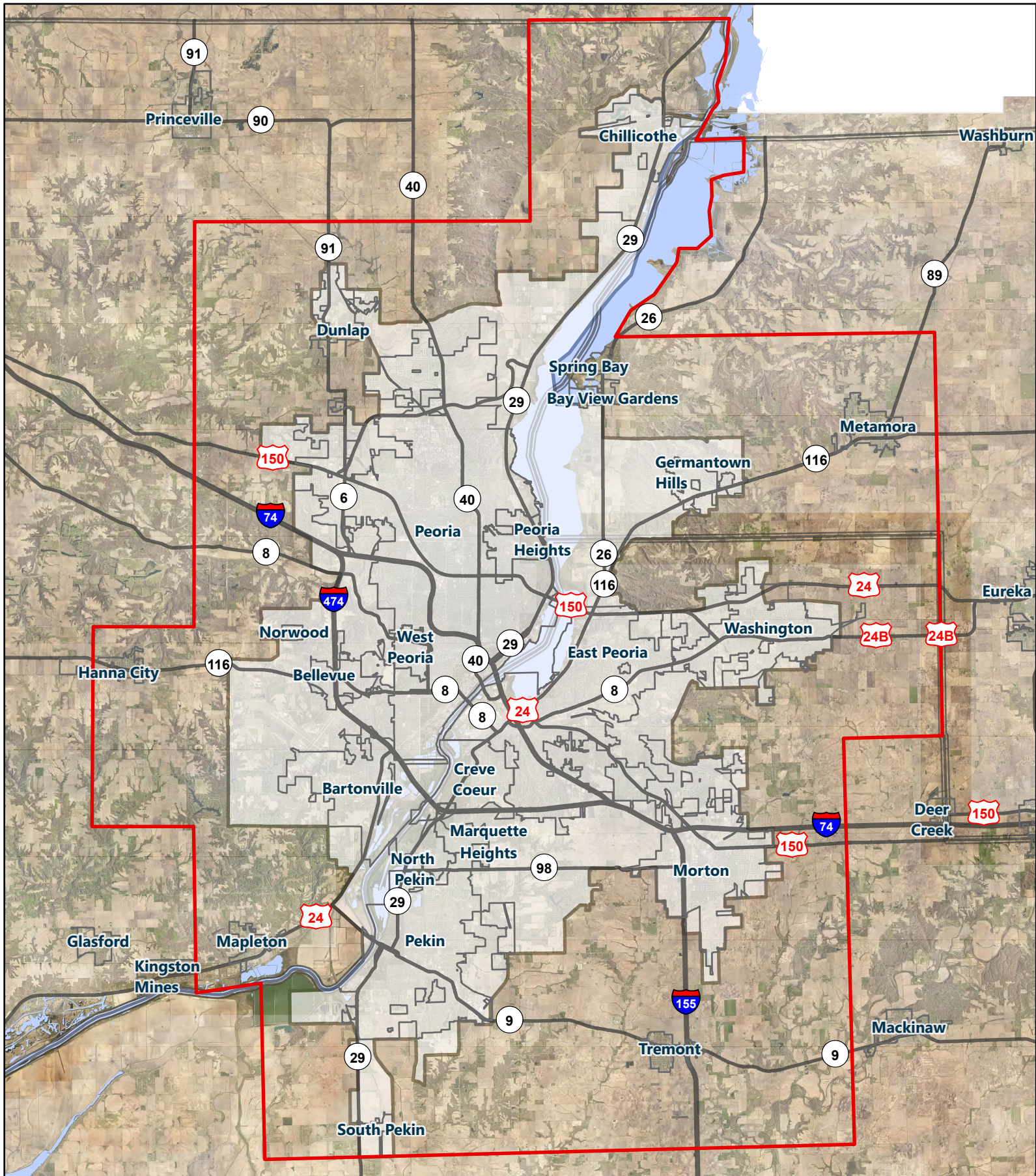
Tri-County staff are available to answer questions concerning the project/program eligibility and application submittal. Tri-County staff can provide application assistance but cannot complete an application for a jurisdiction.

**Attachments**

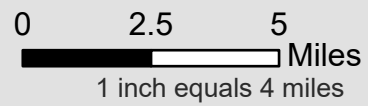
The next page is a map of the draft 2020 Greater Peoria MPO boundary. All projects within the Metropolitan Planning Area (MPA), which is illustrated as the red line on the map, are eligible for consideration. An interactive map showing the MPA is also available at the following link:

<https://tcrpc.maps.arcgis.com/apps/instant/basic/index.html?appid=5ad680719b0245d4bc08210b3d0d48c0>






# Peoria/Pekin Urban Area 2020 Draft



 Metropolitan Planning Area

 DRAFT Adjusted Urban Area 2020





TCRPC 2050 LRTP Project Submission Form		
Project Data		
Project Name:		
Project Description:		
Project Limits:		
Joint Project?/Jurisdiction(s):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Desired Time Frame:	<input type="checkbox"/> Short Term (0-5 years) <input type="checkbox"/> Immediate Term (6-10 years) <input type="checkbox"/> Long Term (11-25 years)	
Project Stage:	<input type="checkbox"/> Conceptual <input type="checkbox"/> Preliminary (Planning/Public Involvement and/or Seeking Funding) <input type="checkbox"/> Phase I Engineering (Underway or Completed) <input type="checkbox"/> Phase II Design (Underway or Completed)	
Project Type:	<input type="checkbox"/> New Roadway <input type="checkbox"/> Improvements to Existing Roadway <input type="checkbox"/> Transit <input type="checkbox"/> Bike and/or Pedestrian <input type="checkbox"/> Other	
Project Details		
Safety		
Operations		
Accessibility and Mobility		
Environmental Quality		
Project Sustainability		
Environmental Justice		
Land Use		
Economic Development		
Regional Significance		
Coordination and Cooperation		
Anticipated Project Cost		
Source of Funds:		
Phase I Engineering:		\$0
Phase II Design:		\$0
Construction:		\$0
Construction Engineering:		\$0
Total Anticipated Cost:		\$0
Point of Contact		
Name		
Address		
Phone		
Email		



## TCRPC 2050 LRTP Update Project Submission Form Instructions

<b>Safety</b>	How does the project reduce crash risks and improve the transportation system in the event of an emergency? Is the project safe for its land use context? Does the project incorporate proven
<b>Operations</b>	Does the project incorporate wayfinding, lighting, benches, bus shelters, and/or other site amenities? How does the project reduce bottlenecks, improve intersections or reduce congestion via alternative transportation? Does the project possess a high anticipated usage? Will the project incorporate smart systems to quantify usage, identify and monitor maintenance issues or enable
<b>Mobility and Accessibility</b>	Will the project result in the upgrade of currently inaccessible infrastructure? Does the project enhance mobility for high need populations (e.g., youth, older adults, people with low incomes, individuals with disabilities, unemployed)? Does the project improve access/connectivity to key destinations such as public spaces and/or basic needs such as schools, hospitals, grocery stores and other major public spaces/needs?
<b>Environmental Quality</b>	Will the project promote alternative transportation, mass transportation, or electrification? Does the project incorporate strategies to sequester carbon dioxide? Does the project mitigate environmental impacts or support reduction of current and future
<b>Project Sustainability</b>	Is the project a fiscally responsible development? Does the project have a maintenance plan?
<b>Environmental Justice</b>	Does the project encompass a priority investment or environmental justice area? Does the project align with initiatives intended to equitably distribute environmental risks and benefits?
<b>Land Use</b>	Does the project support alternatives to driving alone? Does the project preserve or enhance unique characteristics of existing communities? Does the project improve connections between key destinations? Does the project avoid sprawl through land
<b>Economic Development</b>	communities? Does the project improve connections between recreation, shopping, and/or employment centers? Does the project have the potential to improve freight operations?
<b>Regional Significance</b>	Does the project have the potential to produce a positive economic impact for the region as a whole? Does the project improve
<b>Coordination and Cooperation</b>	Is the project identified in a plan? Does the project possess documented support from the community and/or public officials? Is there any documented formal organizational opposition? Does the project supplement existing or funded phases and/or projects?





# MEMORANDUM

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**TO:** Commission

**FROM:** Staff

**SUBJECT:** Draft FY 2024 Unified Planning Work Program (UPWP)

**DATE:** February 7, 2024

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**Action needed:**

None. Information and discussion item only.

**Background:**

The Unified Planning Work Program (UPWP) is one of the core MPO planning documents that is updated annually, 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, which follows the Illinois Department of Transportation (IDOT) Fiscal Year (FY) of July 1 through June 30. Staff is in the beginning stages of developing the draft FY 2025 UPWP and following the below schedule.

<b>February 14, 2024:</b>	Draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) submitted to IDOT
<b>February 21, 2024:</b>	Staff presents draft UPWP to Technical Committee
<b>March 6, 2024:</b>	Staff presents draft UPWP to Commission
<b>March 20, 2024:</b>	Technical Committee recommends UPWP to Commission for approval
<b>April 1, 2024:</b>	Staff submits draft UPWP to IDOT
<b>April 3, 2024</b>	Commission approves final UPWP, staff submits document to IDOT
<b>July 1, 2024:</b>	IDOT accepts UPWP, work begins





## MEMORANDUM

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**TO:** Full Commission

**FROM:** Staff

**SUBJECT:** Combine Call for Projects for Commission-allocated Federal Funds

**DATE:** February 7, 2024

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### **Action Needed**

None. Discussion of combining Call for Projects for Commission-allocated federal funds.

### **Background**

Tri-County Regional Planning Commission (Tri-County or 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 federal funds from the Infrastructure Investment and Jobs Act (IIJA). These funds come from the Illinois Department of Transportation (IDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

Every year, our region is allocated federal funding in several different categories, including Surface Transportation Block Grants (STBG), Transportation Alternatives (TA) Set-Aside, Carbon Reduction Program (CRP), and Section 5310. Below is a brief description of each federal funded program:

### **Surface Transportation Block Grant**

The Surface Transportation Block Grant (STBG, formerly referred to as STU) are federal funds allocated annually to the Peoria-Pekin Urbanized Area to fully or partially fund regionally significant roadway projects. Within the Tri-County STBG Program, there is the Traditional and Preservation Set-Aside Program. The Traditional Program encompasses (1) new road projects, and (2) road reconstruction projects. The Preservation Set-Aside Program only encompasses road preservation projects. Federal guidelines for this funding source are available at the following link: [https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/surface\\_transportation\\_block\\_grant.pdf](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/surface_transportation_block_grant.pdf)



### **Transportation Alternative Set-Aside**

Transportation Alternatives (TA, formerly referred to as TAP) are federal funds allocated annually to the Peoria-Pekin Urbanized Area to fully or partially fund small scale transportation projects that provide facilities for active transportation users, such as walkers and bicyclists. Additionally, the program funds historic preservation, vegetation management, and environmental mitigation transportation projects. Further guidance from the FHWA is available at the following link: [https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/transportation\\_alternatives.pdf](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/transportation_alternatives.pdf)

### **Carbon Reduction Program**

The Carbon Reduction Program (CRP) is a new federal program funded through the IIJA. As the MPO, TCRPC is allocated CRP funds annually to fully or partially fund projects designed to reduce transportation emissions. Projects include, but are not limited to, bicycle and pedestrian facilities, retrofitting infrastructure with energy-efficient alternatives, reduction of the environmental impacts of transportation, and support of alternative fuel vehicles. Federal guidelines for this funding source are available at the following link: [https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/crp\\_fact\\_sheet.pdf](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/docs/crp_fact_sheet.pdf)

### **Section 5310**

The Section 5310 Program is a federal program administered by the Federal Transit Administration (FTA). As an MPO, TCRPC is a Co-Designated Recipient of Section 5310 funding, along with IDOT, for the Peoria-Pekin Urbanized Area. Fifty-five percent of the funding is allotted to IDOT for its statewide Consolidated Vehicle Procurement (CVP) program. The remaining 45 percent of funding is allocated to TCRPC to be programmed for capital and operational expenses to help improve mobility for seniors and individuals with disabilities. Further guidance from the FTA is available at the following link: <https://www.transit.dot.gov/sites/fta.dot.gov/files/2022-01/Fact-Sheet-Enhanced-Mobility-of-Seniors-and-Individuals-with-Disabilities.pdf>

### **Estimated Available Funding**

<b>STBG - Traditional</b>	<b>STBG - Preservation</b>	<b>TA</b>	<b>CRP</b>	<b>Section 5310</b>	<b>Estimated Total</b>
FY 2027-28	FY 2027-28	FY 2024-25	FY 2024-25	FY 2023-24	
\$6,694,400	\$1,673,600	\$1,170,320	\$1,188,992	\$175,040	\$10,902,352



## RESOLUTION 24-38

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE AND AUTHORIZE THE ADOPTION OF THE 2023 PEORIA COUNTY MULTI-JURISDICTIONAL MULTI-HAZARD MITIGATION PLAN, 2023 TAZEWEILL COUNTY MULTI-JURISDICTIONAL MULTI-HAZARD MITIGATION PLAN, AND THE 2023 WOODFORD COUNTY MULTI-JURISDICTIONAL MULTI-HAZARD MITIGATION PLAN.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, recognizes the threat that natural and man-made hazards, including severe thunderstorms, severe winter storms, floods, and tornadoes, among others, pose to people and property within Peoria, Tazewell, and Woodford counties, hereafter referred to as the Region; and

**WHEREAS**, the Commission has participated in a regional multi-hazard mitigation planning process, split into three plans: the 2023 Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan, 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan, and 2023 Woodford County Multi-Jurisdictional Multi-Hazard Mitigation Plan, hereafter referred to as the Plans, in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

**WHEREAS**, the Plans identify mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Region from the impacts of future hazards and disasters; and

**WHEREAS**, adoption by the Commission demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Plans.

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

That the Commission approves and adopts the 2023 Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan, 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan, and 2023 Woodford County Multi-Jurisdictional Multi-Hazard Mitigation Plan and agrees to participate in the annual maintenance and evaluation of the plan.

Presented this 7th day of February 2024

Adopted this 7th day of February 2024

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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