



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

Phone: 309-673-9330

www.tricountyrpc.org

Ways & Means Committee: 8:30 a.m., April 3, 2024

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., April 3, 2024

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

AGENDA

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve March 6, 2024 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
 - a. Motion to approve February 2024 Financial Statements and Billings (Resolution 24-45)
- 8. Administration**
 - a. Motion to approve Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund (24-41)
 - b. Motion to approve staff attending the National American Planning Association Conference in Minneapolis, MN from April 12 through April 17, 2024 (Resolution 24-44)
- 9. Transportation**
 - a. Motion to approve FY 2025 Unified Planning Work Program (Resolution 24-48)
 - b. Motion to approve FY 2025 Joint Funding Agreement (Resolution 24-47)
 - c. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-46)
 - i. Project PEK-24-02
- 10. Updates**
 - a. Combined Call for Projects for Commission-allocated Federal Funds
 - b. IDOT
 - c. FHWA
- 11. Other**
- 12. Adjournment**

The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, please call 309-673-9330.

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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AGENDA

1. Call to Order, Welcome, Recognition of Audience

Vice chairman Chuck Nagel called the meeting to order at 9:00 a.m.

2. Roll Call

Commissioner	P	A	Commissioner	P	A
Don White 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	V		Chuck Nagel, Woodford Co.	x	
Ron Talbot Creve Coeur	x		Camille Coates, Peoria Co.		x
John Kahl East Peoria.	x		Danny Phelan, Peoria Co.	x	
Ann Doubet, Germantown Hills		x	Russ Crawford Tazewell Co.		x
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	V	
Mary Burress, City of Pekin.		x	Don Knox CityLink	x	
Gary Manier, Washington	x		Karen Dvorsky, IDOT	x	
James Dillon West Peoria	x				

Present: Debbie Ulrich, Ray Lees, Rebecca Eisele, Eric Miller, Debbi La Rue, and Michael Bruner. Staff virtual: Logan Chapman. Chris Schmidt-IDOT

3. Public Input- none

4. Motion to approve February 7, 2024, Commission minutes.

John Kahl moved to approve February 7, 2024, Commission minutes and Don Knox seconded. Motion carried.

5. Chairman report-nothing to report.

6. Executive Director report

Eric Miller updated on the following:

- Recruiting GIS II position and has moderate response.
- Developing- charging infrastructure grant.
- Travel Demand Model is complete.
- SS4A kick-off
- Active Transportation Plan
- LRTP is due in 1 year.
- Regional Prioritization

7. Ways and Means Report

- a. Motion to approve January 2024 Financial Statements and Billings (Resolution 24-42)

Nate Parrot moved to approve January 2024 Financial Statements and Billings (Resolution 24-42) and Danny Phelan seconded.

Rebecca Eisele reported on the following:

- **Total Operating Cash** at the end of the month was approximately \$1,038,000. Operating cash increased by \$146k in January, compared to December.
- **Total Accounts Receivable** at the end of the month was \$208k. Of the A/R balance, \$133k was federal funds, \$22k was state funds, and \$52k was local funds.
- **Accounts Payable** balance at the end of the month was \$101k, and of that amount there was \$99k in unpaid pass-through expenses as of the end of January. The remaining \$2k A/P balance was for regular monthly bills unpaid as of the end of the month.
- **Current Billing** for January was \$113k, minus direct pass-thru expenses and adjusting entries of (17k), resulting in **Operating Revenue** of approximately \$96k.
- **Total Expenses** for January were (103k), minus direct pass-through expenses and adjusting entries of \$17k, resulting in **Operating Expenses** of approximately (\$86k).
- **January ended with a surplus of \$10,505. Fiscal year 2024 has a surplus of approximately \$262k.**

8. Administration

- a. Motion to approve Promotion in Place for selected Commission Employees (Resolution 24-40)

John Kahl moved to approve Promotion in Place for selected Commission Employees (Resolution 24-40) and Don white seconded.

Eric Miller updated this is for 3 persons, 1 getting promoted to Planner II which is Gabriel Guevara with salary increase and the other 2 will be announced later. Motion carried.

Moved c to be approved.

- c. Motion to approve Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund. (Res. 24-41)

John Kahl moved Tri-County Regional Planning Commission to participate in Illinois Municipal Retirement Fund (Res. 24-41) and Nate Parrott seconded.

- Chuck Nagel said this is a positive move for employees.
- Eric Miller mentioned this is a procedural requirement from IMRF. Hoping this is approved and completed by July 1. The dissolution is in the works by attorneys.

Motion carried.

- b. Motion to approve Commission to adopt the changes as amendments to Employee Handbook (Res 24-39)

Danny Phelan moved to approve the Commission to adopt the changes as amendments to the Employee Handbook (Res. 24-39) and John Kahl seconded. Motion carried.

9. Transportation

- a. Motion to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-43)

- i. Project S-24-26 Safety Shoulders

Nate Parrott moved to approve Transportation Improvement Program (TIP) Amendments (Resolution 24-43) and Danny Phelan seconded.

Michael Bruner updated on the following:

- Adding to IDOT Dist. 4 FY 2024 Safety Program. The project is currently scheduled for the June 24, 2024, letting. The project is for construction of Hot Mixed Asphalt (HMA) safety shoulders along IL-9 from 0.4 miles east of Veterans Drive in Pekin to 0.5 miles West of the western city limits of Tremont.

Motion carried.

b. Discussion of FY 2025 Unified Planning Work Program

Michael Bruner updated on the following:

- The Unified Planning Work Program (UPWP) is one of the cores MPO planning documents and is updated annually. It serves as the budget for the metropolitan transportation planning process and directs the day-to-day work of the MPO. The document describes all transportation planning activities with a corresponding budget Tri County proposes to undertake during the fiscal year (July1 through June 30).
- Staff is in the beginning stages of developing the draft FY 2024 UPWP and has submitted the draft Uniform Budget Template (UBT) and Programmatic Risk Assessment (PRA) to IDOT. The following remainder of the UPWP schedule listed in the memo in your packet:
 - Feb. 21: Staff presents draft UPWP to Technical Committee.
 - March 6: Staff presents draft UPWP to Commission.
 - March 20: Technical Committee recommends UPWP to Commission for approval.
 - April 3: Commission approves final UPWP & staff submits document to IDOT.
 - July 1: IDOT accepts UPWP, work begins.

c. Discussion of the FY 2025-28 Transportation Improvement Program

Michael Bruner updated on the following:

- As an MPO, Tri-County is federally required to develop and maintain the Transportation Improvement Program (TIP), which is a short-term plan that identifies all federally funded and regionally significant transportation projects programmed for state and local jurisdictions for the next four fiscal years (FY 2025-28).
- Tri-County updates the TIP on an annual basis in coordination with IDOT and local jurisdictions. The TIP includes roadway, non-motorized, and transit projects. All projects must be consistent with the region's LRTP. The TIP must be fiscally constrained, meaning projects are not included on the active project lists without a funding source. Projects that are regionally significant, reflect local jurisdiction priorities, and would be included in the TIP if reasonable funding sources were available are included in the Illustrative Project List.
- Staff will be reaching out in the next couple of weeks to get status updates on your jurisdiction's current projects and to see if there are any additional projects that should be added to the FY 2025-25 TIP.

d. Discussion on Statewide Planning & Research Funds NOFO

- Michael updated this is the annual funding program.
 - The SPR application was released late last week and is open until April 14, 2024. An informational webinar will be held on March 13, 2024. Tri-County is planning on submitting a regional grant application to update Peoria, Tazewell, and Woodford county's comprehensive plans, along with the City of Pekin's comprehensive plan and two multi-modal subarea plans for IL-29.

- Eric Miller added this is not limited to MPO's. If you need assistance, please notify us.
- Don White asked what NOFO is, and Michael Bruner said Notice of Funding Opportunity

10. Updates

a. IDOT

Chris Schmidt said the state received \$149M for electric transportation to put in infrastructure. You can sign up on the website under NOFO.

b. FHWA- nothing to add.

11. Other

Patrick Urich added all material is submitted for Rail Service for Federal.

12. Adjournment

John Kahl moved to adjourn at 9:45 am. and Don White seconded. Motion carried.

Submitted by: Eric Miller, Executive Director

Recorded and transcribed by: Debbie Ulrich, Office Administrator

To: Members of the Commission
From Eric W. Miller, Executive Director
Date: March 26, 2024
Subject: Executive Director Report for March 2024

Project	Activity	Status
Administrative		
Headlines	Hired GIS Specialist II and Summer Interns	Ongoing
	Working on Regional Priority Process	Ongoing
	Monitored State and Federal (Grants) NOFO's	Ongoing
	Communicating with IMRF regarding Transition	Ongoing
	Working with Communities, drafting letters of support for State and Federal grant funding programs	Ongoing
	Developing transportation dashboard	Ongoing
	Met with CFI Leadership Team	Ongoing
	Ongoing meetings with FRA regarding Peoria Passenger Rail	Ongoing
	Development of FY25 Draft Budget	Ongoing
	Coordination with Woodford County Sofa regarding staff transition	Ongoing
	Development of joint application for Transportation project implementation	Ongoing
Personnel	Semi-annual staff reviews ongoing	Ongoing
Website	Content review of website.	Ongoing
Planning issues		
Illinois River Issues		
	Started Discussion regarding Regional Strategic Planning Session on the Environment	
	Continued coordination with USACE for funding opportunities related to IL river/Peoria lake:	Ongoing
HUD Healthy Homes	Work Ongoing	Ongoing
Water Supply Planning	Submitted application IDNR to fund Water Supply Planning work	
Watershed Planning	Kickoff meeting with stakeholders	Ongoing
Hazard Mitigation Plan	Peoria County plan is adopted, Taz Wood plans: Work is completed, FEMA approval pending,	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	Ongoing
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Ongoing
Logan County GIS technical assistance	Technical Assistance as needed	Ongoing
Greater Peoria Sanitary District	Technical Assistance as needed	Ongoing
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	FY 24 Transportation Improvement Program is adopted	Ongoing
	Creation of web based TIP document application	Ongoing
	Began update of FY 25 TIP	
2045 Long Range Transportation Plan Update	Internal planning and data collection underway - March 2025 Adoption	Ongoing
Highway Safety Improvement Program Guardrails	Engineering phase underway	Ongoing
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	ongoing
Safe Streets for All SS4A plan	Project is underway, coordinating with consultant	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		
IL29 Viaduct CBA	Project is underway, coordinating with consultant	Ongoing
Germantown Hills Trail feasibility Study	Project is underway, coordinating with consultant	Ongoing
Peoria Heights Active Transportation Plan	Project is underway, coordinating with consultant	Ongoing
Waverly Ave Traffic Study	Procurement	Ongoing

FY 21 State Planning and Research Funding		
Asset Management software	Project is underway, coordinating with consultant	Ongoing
Activity Based Travel Demand Model	Project has been delivered Staff training ongoing	Ongoing
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning	Project Underway	Ongoing
Regional Community Planning	Consultant selection / project underway	Ongoing
East Peoria	Project Underway	Ongoing
Bartonville	Project Underway	Ongoing
Creve Coeur	Project Starting	Ongoing
Germantown Hills	Project Starting	Ongoing
FY 24 State Planning and Research Funding	Procuring Bike and Ped counting equipment and consultant for Traffic Signal data collection	Ongoing
FY25 State Planning and Research Funding	Project Scope Development Underway. Application due April 15	Ongoing
HSTP/Transportation		
5310 program Grant	Issued Call for projects	Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing

February 2024 Financial Summary Full Commission

	February-24	January-24	FY24 YTD
Net Income / (Loss)	1,269	10,505	261,973

Page 1 **Monthly Financial Summary**

Page 2 **PPUATS Joint Funding Account Summary**

Page 3 **Balance Sheet**

	February-24	January-24	Increase / (Decrease)
Operating Cash	986,803	1,038,443	(51,640)
Joint Funding Account	499,606	503,494	(3,888)
All Unrestricted and Restricted Cash	1,518,446	1,574,638	(56,193)

	February-24	January-24	Increase / (Decrease)
Accounts Receivable			
Total Accounts Receivable	214,233	207,951	6,282
Total Federal Receivables	147,266	133,422	13,844
Total State Receivables	31,248	22,307	8,941
Total Local Receivables	35,718	52,222	(16,504)

	February-24	January-24	Increase / (Decrease)
Accounts Payable			
Total Accounts Payable at EOM	62,130	101,295	(39,164)
A/P to be billed - Pass-throughs	60,343	99,220	(38,877)
A/P indirect costs	1,787	2,075	(288)

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

Page 5 **Income Statement**

	February-24	January-24	Increase / (Decrease)
Current Billing	97,807	152,638	(54,831)
Pass-Through Expenses and Adjusting Entries	(15,084)	(55,990)	40,906
Operating Revenue	82,724	96,648	(13,925)

	February-24	January-24	Increase / (Decrease)
Current Expenses	96,538	142,133	(45,595)
Pass-Through Expenses and Adjusting Entries	(15,084)	(55,990)	40,906
Operating Expenses	81,455	86,143	(4,689)

	February-24	January-24	Increase / (Decrease)
Regular Working Days	20.00	22.00	(2.00)
Paid Holidays	1.00	1.00	-
PTO Used (Hours)	49.50	352.84	(303.34)

	February-24	January-24	FY24 YTD
Operating Revenue	82,724	96,648	1,545,996
Less Operating Expenses	(81,455)	(86,143)	(1,284,023)
Net Income / (Loss)	1,269	10,505	261,973

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

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

FEBRUARY 2024

PPUATS Joint Funding Account Summary

	Current Month	Previous Month
	February-24	January-24
Account Balance	499,606	503,494

Account Income	February-24	January-24
Joint Funding Payments Received	-	-
Interest Income	40	43
Monthly Income	40	43

Account Expenses	February-24	January-24
Peoria, Tazewell, Woodford - Member Dues**	(3,750)	(3,750)
Safe Streets 4 All - Local Match	(178)	-
Monthly Expenses	(3,928)	(3,750)

Joint Funding Summary	Received	Due
Total Joint Funding	\$ 216,064	\$ 17,752
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 February 29, 2024

	Current Month	Previous Month	Previous Year
	Feb 29, 24	Jan 31, 24	Feb 28, 23
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	986,803	1,038,443	883,853
Total 10000 · Cash - Unrestricted	986,803	1,038,443	883,853
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	499,606	503,494	387,324
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retiremt	11,268	11,933	7,436
Total 11000 · Cash - Restricted	531,643	536,195	415,528
Total Checking/Savings	1,518,446	1,574,638	1,299,382
Accounts Receivable			
Total 13000 · Accounts and Grants Receivable	214,233	247,185	169,885
Total Accounts Receivable	214,233	247,185	169,885
Other Current Assets			
15000 · Prepaid Expenses	27,619	22,435	29,042
Total Other Current Assets	27,619	22,435	29,042
Total Current Assets	1,760,298	1,844,258	1,498,309
Total Fixed Assets	20,967	22,636	33,470
Total Other Assets	28,508	32,575	68,001
TOTAL ASSETS	1,809,773	1,899,468	1,599,779
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	62,130	140,529	67,863
Total Accounts Payable	62,130	140,529	67,863
Total Other Current Liabilities	175,759	188,325	171,587
Total Current Liabilities	237,889	328,854	239,450
Total Long Term Liabilities	14,152	14,152	53,250
Total Liabilities	252,041	343,006	292,700
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	261,973	260,704	181,001
Total Equity	1,557,731	1,556,462	1,307,079
TOTAL LIABILITIES & EQUITY	1,809,773	1,899,468	1,599,779

Tri-County Regional Planning Commission

Statement of Cash Flows

July 2023 through February 2024

	Feb 24	Jul '23 - Feb 24
OPERATING ACTIVITIES		
Net Income	1,269	261,973
Adjustments to reconcile Net Income		
to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(17,880)	65,732
13001 · Accrued Receivables	50,832	-
15000 · Prepaid Expenses	(5,185)	4,756
20000 · Accounts Payable	(78,398)	(39,262)
21000 · Accrued Expenses	534	2,672
21100 · Accounts Payable - Employees	694	349
22100 · Accrued Wages Payable	(8,393)	865
22200 · Accrued Vacation/Personal Time	1,373	(8,701)
22300 · Unvested Retirement	316	3,112
22503 · FICA & Medicare	(766)	64
22504 · IL Unemployment Taxes	301	857
22505 · 457 (b) Contributions	(1,384)	304
22520 · United Way	7	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	-	(3,862)
23210 · Kickapoo Creek Watershed-Local	(1,914)	17,687
28000 · Current Lease Liab. - Office Sp	(2,899)	11,680
28001 · Current Lease Liab. - Copier	(436)	1,751
Net cash provided by Operating Activities	(61,928)	299,990
INVESTING ACTIVITIES		
17100 · Computer Equipment	-	(6,770)
17101 · Accum. Deprec. - Computers	1,669	13,350
19000 · Right of Use - Office Space	2,793	22,340
19001 · Right of Use - Copier	444	2,644
19002 · Right of Use - SBIT Agreements	830	6,636
Net cash provided by Investing Activities	5,735	38,200
FINANCING ACTIVITIES		
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	(56,193)	299,092
Cash at beginning of period	1,574,638	1,219,353
Cash at end of period	1,518,446	1,518,446

Tri-County Regional Planning Commission

Profit & Loss

February 2024

	CURRENT Month	Previous Month	FY24 - CURRENT YTD	FY23 - Previous YTD
	Feb 24	Jan 24	Jul '23 - Feb 24	Jul '22 - Feb 23
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	72,323	118,241	1,016,450	739,887
42000 · State Grants and Awards	18,123	26,451	224,400	172,674
43000 · Local Matching Contributions	(994)	(1,262)	232,575	170,052
44000 · Charges for Services	4,509	5,357	41,834	31,464
45000 · Member Dues	3,750	3,750	30,000	30,000
46000 · Interest Income	97	101	738	594
Total Income	97,807	152,638	1,545,996	1,144,671
Gross Profit	97,807	152,638	1,545,996	1,144,671
Expense by Account & Category				
Total 60500 · Amortization Expense	4,066	4,066	32,507	32,306
Total 61000 · Computer Expenses	2,668	2,057	22,602	14,088
Total 61500 · Outside Services	13,950	55,505	545,895	327,225
Total 62000 · Depreciation	1,669	1,669	13,350	11,846
Total 63000 · Employee Benefits	14,910	17,067	131,300	108,144
Total 63400 · Interest Expense	73	83	841	2,084
Total 63500 · Office Administration	1,474	1,398	12,764	10,336
Total 64000 · Miscellaneous	-	1,042	6,987	6,211
Total 65000 · Professional Fees	-	861	28,301	33,064
Total 65500 · Facility Costs	873	873	6,321	10,837
Total 66000 · Salaries and Wages	56,287	57,327	472,627	396,660
Total 66500 · Training & Education	-	-	2,300	-
Total 67000 · Travel	567	185	8,227	10,870
Total Expense	96,538	142,133	1,284,023	963,670
Net Income	1,269	10,505	261,973	181,001

**Tri-County Regional Planning Commission
Check Register - Operating Account
February 2024**

Date	Num	Name	Memo	Amount
02/01/2024	1442	Blue Cross Blue Shield of Illinois	Health Insurance - 02/2024	8,247.21
02/01/2024	1443	City of Peoria	Rent - 02/2024	2,950.00
02/01/2024	1444	Xerox Financial Services	Copier Lease	458.20
02/02/2024	ACH	Delta Dental	Dental Insurance	299.43
02/02/2024	ACH	ESRI, Inc.	GIS Credits	600.00
02/02/2024	ACH	Facet Technologies, Inc.	GIS Web Hosting - 02/2024 - IDOT FY24 UPWP	385.00
02/02/2024	ACH	Guardian	Life, Disability, and Vision Insurance	452.45
02/02/2024	ACH	Heartland Parking	Monthly Parking - 01/2024	1,022.00
02/02/2024	ACH	Hinckley Springs	Drinking Water	75.94
02/02/2024	ACH	Lochmueller Group	Consultants - Activity Based TDM - 11/2023	17,603.09
02/02/2024	ACH	Lochmueller Group	Consultants - IDOT FY23 UPWP - 12/2023	24,444.00
02/02/2024	ACH	Lochmueller Group	Consultants - Activity Based TDM - 12/2023	17,000.00
02/02/2024	ACH	Martin Hood	Financial Audit - IDOT FY24 UPWP	2,782.00
02/02/2024	ACH	Quill Corporation	Office Supplies	30.97
02/02/2024	ACH	RK Dixon	Excess Copies - 4th Qtr 2023	3.72
02/02/2024	ACH	Verizon Wireless	Phones - 01/2024	336.39
02/02/2024	ACH	WSP USA, Inc.	Consultant Services - IDOT SPR Port District	23,477.09
02/05/2024	ACH	Staff - Payroll	Payroll 01/16/24 - 01/31/24	25,666.15
02/05/2024	ACH	Department of the Treasury	Payroll Taxes 01/16/24 - 01/31/24	9,724.20
02/05/2024	ACH	Illinois Department of Revenue	Payroll Taxes 01/16/24 - 01/31/24	1,684.11
02/05/2024	ACH	CEFCU	Payroll Liability 01/16/24 - 01/31/24	50.00
02/05/2024	ACH	Nationwide	Retirement 01/16/24 - 01/31/24	4,593.32
02/13/2024	1446	Baxter & Woodman, Inc.	Consultants - IEPA Kickapoo Creek	743.00
02/13/2024	1447	Cincinnati Insurance	Business Insurance	3,324.00
02/13/2024	1448	Cincinnati Insurance	Workers Compensation Insurance	1,279.00
02/13/2024	1449	Gatehouse Media	Legal Notices	398.00
02/13/2024	1450	Morton Community Bank	Bruner - Payment for 12/2023 CC Charges	844.10
02/13/2024	1451	Morton Community Bank	Miller - Payment for 12/2023 CC Charges	117.23
02/13/2024	1452	Morton Community Bank	Ulrich - Payment for 12/2023 CC Charges	11.62
02/20/2024	ACH	Staff - Payroll	Payroll 02/01/24 - 02/15/24	18,081.90
02/20/2024	ACH	Department of the Treasury	Payroll Taxes 02/01/24 - 02/15/24	5,959.54
02/20/2024	ACH	Illinois Department of Revenue	Payroll Taxes 02/01/24 - 02/15/24	1,148.66
02/20/2024	ACH	CEFCU	Payroll Liability 02/01/24 - 02/15/24	50.00
02/20/2024	ACH	Nationwide	Retirement 02/01/24 - 02/15/24	2,785.26
02/20/2024	ACH	Unvested Retirement Account	Retirement 02/01/24 - 02/15/24	315.71
02/22/2024	1453	Envision Insurance	Professional Liability Insurance	5,488.00
02/26/2024	ACH	Facet Technologies, Inc.	Service on GIS Server	112.50
02/26/2024	ACH	Facet Technologies, Inc.	Service on GIS Server	225.00
02/26/2024	ACH	Heartland Parking	Parking Validations - 01/2024	49.00
02/26/2024	ACH	Heartland Parking	Monthly Parking - 02/2024	10.00
02/26/2024	ACH	Hinckley Springs	Drinking Water	70.95
02/26/2024	ACH	IT Unified	Monthly IT Service - 02/2024	1,200.00
02/26/2024	ACH	Lochmueller Group	Consultants - SS4A	890.00
02/26/2024	ACH	Quill Corporation	Office Supplies	116.44
02/26/2024	ACH	The Cleaning Source	Office Cleaning - 01/2024	202.00
02/26/2024	ACH	WEX Bank	Gas for Commission Vehicle	28.16
02/29/2024	ACH	Morton Community Bank	Service Charge	18.66
Register			Total Checks	185,354.00

**Tri-County Regional Planning Commission
Credit Card Register
FEBRUARY 2024**

Date	Employee Card	Vendor	Memo	Amount
02/01/2024	Ulrich	USPS	Postage	2.83
02/02/2024	Bruner	Adobe	Adobe Subscription - Main Account	182.66
02/05/2024	Ulrich	Adobe	Adobe User Subscription - Miller	21.24
02/07/2024	Ulrich	Qbox	QuickBooks File Management	15.00
02/11/2024	Bruner	Elementor	Elementor Pro - Annual Subscription	40.06
02/12/2024	Bruner	i3 Broadband	Internet Service	117.48
02/12/2024	Ulrich	PIP Printing	Office Supplies - Business Cards	50.00
02/17/2024	Bruner	POSIMYTH Innovations	Elementor Pro Add-ons- Annual Subscription	35.45
02/22/2024	Bruner	Amazon Business	IDOT FY24 UPWP - IT Supplies	25.05
02/28/2024	Bruner	Adobe	Adobe Subscription - Main Account	182.66
02/29/2024	N/A	Morton Community Bank	Finance Charges	0.00
			Total Charges	672.43

Date	Employee Card	Vendor	Memo	Amount
			Total Refunds and Credits	-

RESOLUTION 24-45

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR FEBRUARY 2024

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

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

WHEREAS, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for February 2024 and recommends that the Commission approve said reports.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the financial reports and cash disbursements for February 2024 are approved.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

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



A RESOLUTION FOR PARTICIPATION IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

IMRF Form 1.12 (Rev. 09/2014)

Resolution 24-41

WHEREAS, Section 7-132 of the Illinois Pension Code provides that the Tri County Regional Planning Commission NAME OF POLITICAL ENTITY may become a participating instrumentality in the Illinois Municipal Retirement Fund (Fund) by the adoption of a resolution by a two-thirds vote of its entire governing body to apply for participation in the Fund, and

WHEREAS, upon receipt of the application, the Fund shall determine whether the application is in conformity with its requirements; whether the applicant has a reasonable expectation to continue as a political entity for ten years; has the financial capacity to meet its current and future obligations to the Fund; and whether participation by the applicant will impair the actuarial soundness of the Fund, and

WHEREAS, participation will commence following acceptance of the application by the Board of Trustees of the Illinois Municipal Retirement Fund (Board) and on the date specified by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Tri County Regional Planning Commission as follows:

(1) That the Commissioners GOVERNING BODY of Tri County Regional Planning Commission NAME OF POLITICAL ENTITY organized under the laws of the State of Illinois, hereby makes application to be included within and subject to the Article 7 of the Illinois Pension Code (40 ILCS 5/7-101 et seq.).

(2) That the standard for participation in the Fund shall be a position normally requiring performance of duty for 1,000 600 OR 1,000 hours or more per year.

(3) That Eric W. Miller NAME OF EXECUTIVE OFFICER, Executive Director TITLE is hereby instructed to file this resolution with the Board; and to furnish and certify additional information as requested by the Fund.

(4) That the decision to participate in IMRF is irrevocable and Tri County Regional Planning Commission NAME OF POLITICAL ENTITY shall participate in IMRF if its application is accepted by the Board.

(5) That the Tri County Regional Planning Commission NAME OF POLITICAL ENTITY, Peoria COUNTY Illinois does hereby request the Board to approve its participation in the Fund.

Ayes _____ Nays _____ Size of Entire Governing Body 21

CERTIFICATION

I, _____ NAME, being the duly appointed _____ CLERK OR SECRETARY of the _____ NAME OF POLITICAL ENTITY of the County of _____ COUNTY, State of Illinois, do hereby

certify that I am the keeper of the books and records of the aforesaid political entity and that the foregoing is a true and correct copy of a resolution duly adopted by the _____ GOVERNING BODY at a meeting duly convened and held on the

_____ day of _____, 20____.

DAY

MONTH

YEAR

CLERK OR SECRETARY OF THE BOARD

Illinois Municipal Retirement Fund

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Member Services Representatives 1-800-ASK IMRF (275-4673) Fax: (630) 706-4289

www.imrf.org

RESOLUTION 24-44

A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ALLOW (1) PLANNER II TO ATTEND THE AMERICAN PLANNING ASSOCIATION – 2024 NATIONAL CONFERENCE IN MINNEAPOLIS, MN FROM APRIL 12 THROUGH APRIL 17, 2024

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, has supported and funded the continuing education, training and professional development of Commission staff members hereafter referred to as Staff, and

WHEREAS, one of many opportunities to enhance the capabilities and performance of Staff is to have them attend and participate in Local, Regional and/or National Conferences focusing on planning issues with program content impacting and benefiting the Commission’s Planning Mission, and

WHEREAS, the Commission’s planning interests are best served by retaining committed, motivated, engaged and informed Staff members, and

WHEREAS, an Action Item included in the Commission’s April 28, 2016 Strategic Planning Session encourages staff to attend conferences to expand their knowledge with new ideas, best practices, and new technologies, and

WHEREAS, the Intergovernmental Agreement with IDOT includes funds to allow staff to attend national conferences.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission approves the expenditure of funds for (1) Planner II to attend the American Planning Association National Conference from April 12 through April 17, 2024 in Minneapolis, MN for a cost not to exceed \$2,435.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

UPWP

Unified Planning Work Program

Fiscal Year 2025

July 1, 2024, through June 30, 2025

DRAFT



TRI-COUNTY REGIONAL PLANNING COMMISSION

DRAFT

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Unified Planning Work Program

Fiscal Year 2025

The Tri-County Regional Planning Commission is dedicated to providing access to the transportation planning process and associated planning documents to all people regardless of race, color, national origin, sex, socioeconomic status, English proficiency, or disability. This document was prepared with financial assistance from the Federal Highway Administration and the Federal Transit Administration of the U.S. Department of Transportation through the Illinois Department of Transportation. The opinions, findings, and conclusions expressed in this publication are those of the authors and do not necessarily represent USDOT and IDOT.

Approved and adopted by the Commission on **MONTH, DAY, YEAR**



Tri-County Regional Planning Commission
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Acknowledgments

The Tri-County Regional Planning Commission (Tri-County) prepared this document in cooperation with the Illinois Department of Transportation (IDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) and in collaboration with its member agencies, partnership organizations, and local stakeholders.

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Don White, Chillicothe
Don Knox, CityLink
Ron Talbot, Creve Coeur
John Kahl, East Peoria
Ann Doubet, Germantown Hills
Karen Dvorsky, IDOT
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Becky Cloyd, Pekin
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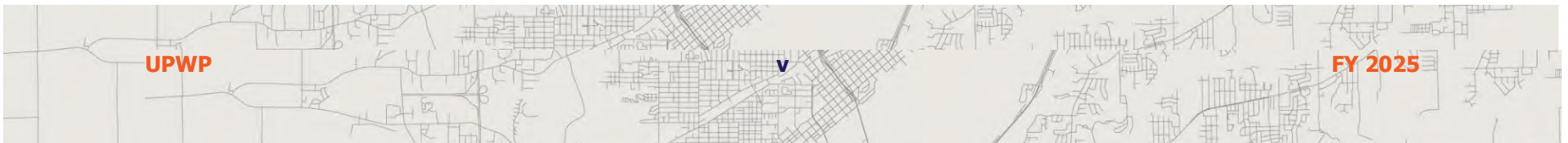
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Overview

The Tri-County Regional Planning Commission (referenced here as TCRPC or Tri-County) was established in 1958 by Peoria, Tazewell, and Woodford counties. Tri-County services the three-county region, supporting 48 communities, and over 350,000 residents.

The primary function of TCRPC is to study the needs and conditions of our region and to develop strategies that enhance the region's communities. Tri-County seeks to promote intergovernmental cooperation, regional planning, and a vision for the future by offering a forum for leaders of local government, defining regional issues, setting goals, and cooperatively implementing plans for the region. Tri-County is the "Steward of the Regional Vision" in Greater Peoria.

Tri-County is the federally recognized Metropolitan Planning Organization (MPO) for the Greater Peoria area, serving Peoria, Tazewell, and Woodford counties. Under federal law, the formation of an MPO is required for any urbanized area (UZA) with a population greater than 50,000. Furthermore, all UZA with over 200,000 in population are classified as a Transportation Management Area (TMA).

The Greater Peoria UZA, also known as the Peoria-Peking UZA, spans three counties, incorporates 16 municipalities, and services over 240,000 residents. Additionally, the Metropolitan Planning Area (MPA), which is the UZA plus the adjacent area expected to urbanize within 20 years, incorporates eight additional municipalities and increases the population by over 55,000.

As the MPO, TCRPC is responsible for transportation planning outlined in Title 23 Code of Federal Regulations Part 450 Subpart C¹. The transportation planning process brings together local governments, transportation authorities, and interested parties to create transportation policies and develop comprehensive plans that reflect the region's transportation vision.

¹ 23 CFR 450: <https://www.ecfr.gov/current/title-23/chapter-I/subchapter-E/part-450#subpart-C>



MPO Organization and Duties

In 1976, TCRPC was federally designated as the MPO for the Peoria-Pekin Urbanized Area. In response, Tri-County created a new organization, the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) to carry out the work of the MPO. PPUATS was comprised of two committees: the Policy Committee and the Technical Committee.

From 1976 to 2021, the PPUATS Policy Committee functioned as the MPO. On July 1, 2021, the PPUATS Policy Committee merged with TCRPC. Following the merger, the Full Commission assumed the MPO's role, duties, and responsibilities. The Technical Committee continues preparing, reviewing, and recommending actions to the Full Commission for approval.

The Full Commission directs the transportation planning activities of the urbanized area. The Commission is responsible for adopting and implementing policies and plans to meet federal guidelines, including but not limited to the Long-Range Transportation Plan, the Transportation Improvement Program, and the annual Unified Planning Work Program. It is comprised of elected leaders and senior administrators of the urbanized area's major jurisdictions.

The Technical Committee provides technical expertise to the planning process under the direction of the Commission. The Technical Committee prepares, reviews, and recommends actions to the Commission for approval. The Technical Committee is composed of staff from the urbanized area's jurisdictions.

The MPO coordinates and completes many transportation plans, projects, and studies, some required by federal law. These plans and programs result from the inclusive transportation planning process and delineate the region's future transportation vision, help implement and monitor projects, and provide financial guidance for the MPO.



Transportation Funding

Federal funding for transportation projects is programmed through the transportation planning process. Tri-County receives federal funding on an annual basis to carry out a Continuing, Cooperative, and Comprehensive transportation planning process, also known as the 3Cs, in the Tri-County MPA as outlined in federal legislation. The amount and allocation of federal transportation funds are determined through the current legislation. The federal funds come from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the U.S. Department of Transportation through the Illinois Department of Transportation (IDOT).

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law or BIL, is the most recent funding and authorization bill for federal surface transportation spending. President Joe Biden signed the bill on November 15, 2021.

The bill authorizes approximately \$550 billion in federal money over five years for a variety of funding streams: bridges, mass transit, roads, broadband, water infrastructure, resilience, and more. Within these funds, IIJA authorizes approximately \$350 billion for federal highway programs, also for five years ending in fiscal year 2026.

Tri-County receives a portion of the money from the IIJA via IDOT to program for roadway, transit, bicycle-pedestrian infrastructure, and other types of surface transportation projects in the MPA. To manage this process, TCRPC develops its Unified Planning Work Program (UPWP) on an annual basis to outline the day-to-day activities of the MPO and sets the budget for all transportation planning activities during Fiscal Year (FY) 2025, the period from July 1, 2024 through June 30, 2025. Tri-County staff develops the UPWP with direction from the TCRPC governing board, known as the Full Commission, the MPO Technical Committee, the Greater Peoria Mass Transit District (CityLink), and IDOT.



Funding and Work Elements

Tri-County actively monitors both the development and implementation of the UPWP. Annual development and periodic updates of the UPWP ensure the planning work detailed in this document (1) satisfies federal and state requirements, (2) addresses the region’s transportation needs, and (3) is performed cost-effectively.

In FY 2025, the Tri-County MPO will undertake transportation planning tasks in the following four major categories:

- **Task 1:** Management and Administration
- **Task 2:** Data Development and Maintenance
- **Task 3:** Long Range Planning
- **Task 4:** Short Range Planning

Metropolitan Planning Funding

The UPWP includes federal funding for transportation planning provided by FHWA Section 5305(d) and FTA Section 5305(e), along with the non-federal match typically provided by IDOT’s Metropolitan Planning Fund. Together, FHWA, FTA, and IDOT funds make up TCRPC’s Metropolitan Planning (PL) funding for FY 2025. Additionally, IDOT is dispersing previously unspent PL funding to all MPOs in the State of Illinois. This additional PL distribution is categorized below as Provisional PL Funds. The total amount of funding available for FY 2025:

Description	Total
PL Funds	\$ 860,572.94
Provisional PL Funds	\$ 113,962.08
Non-Federal Match	\$ 243,633.76
Total	\$ 1,218,168.78

Table 1: FY 2025 Metropolitan Planning Funding



IDOT State Planning Funds

The UPWP also includes state funding for transportation planning provided by IDOT, known as State Planning Funds. These funds are meant to supplement the MPO’s federal transportation funds, helping the MPO to fulfill its transportation planning obligations. State Planning funds do not require a match and may be used as a match for Metropolitan Planning (PL) funds and Statewide Planning and Research (SPR) funds. The total funding available for FY 2025 is estimated to be \$243,633.76. For FY 2025, TCRPC will utilize these available state resources to match PL funds.

Activity	Total
Non-Federal Match – IDOT State Planning Funds	\$ 243,633.76
Total	\$ 243,633.76

Table 2: FY 2025 IDOT State Planning Funds



Federal Discretionary Funds

Occasionally, the MPO receives Federal Discretionary funding on top of the PL and State Planning Funds. The MPO applied for and received FFY 2022 Safet Streets and Roads for All (SS4A) funding for developing a Comprehensive Safety Action Plan (CSAP) to prevent deaths and serious injuries on roads and streets involving all users. Developing a qualifying CSAP will better position the tri-county region to pursue implementation grants through the SS4A future funding cycles and other transportation grants, such as the Highway Safety Improvement Program (HSIP). TCRPC applied for and received \$400,000 in SS4A funding through the FHWA, requiring a \$100,000 non-federal cost share for a total project cost of \$500,000. The SS4A project is consultant-led and will encompass the entire tri-county region, including both urban and rural areas.

Recently TCRPC has utilized State Planning Funds to match PL funds. However, TCRPC still collects the PL Match from member jurisdictions as dues and utilizes these funds as local funding. The FY 2024 Membership Dues will be used to match the SS4A \$100,000 non-federal cost share requirement. This project started in FY 2024 and will continue in FY 2025.

Activity	Total
SS4A Funds	\$ 400,000
Non-Federal Match	\$ 100,000
Total	\$ 500,000

Table 3: Federal Discretionary Funds



Membership Dues

If State Planning Funds are available to offset the required 20 percent non-federal match for PL funds, the Full Commission programs a separate local work program for the Tri-County membership dues. Each member jurisdiction’s dues are determined by the contributing percentage of motor fuel tax (MFT) funds each agency received in the previous calendar year. The Greater Peoria Mass Transit District provides \$3,800 as a pass-through membership fee for participation in the planning process.

Jurisdiction	2023 MFT Allotment	2023 MFT %	Cost Share
Peoria County	\$ 2,193,728.28	22.37%	\$ 53,661.42
Tazewell County	\$ 1,735,433.88	17.70%	\$ 42,450.95
Woodford County	\$ 605,737.76	6.18%	\$ 14,817.13
Bartonville, Village of	\$ 135,537.37	1.38%	\$ 3,315.42
Chillicothe, City of	\$ 139,709.52	1.42%	\$ 3,417.47
Creve Coeur, Village of	\$ 112,488.03	1.15%	\$ 2,751.60
East Peoria, City of	\$ 512,602.59	5.23%	\$ 12,538.92
Germantown Hills, Village of	\$ 77,788.65	0.79%	\$ 1,902.81
Morton, Village of	\$ 390,242.77	3.98%	\$ 9,545.84
Pekin, City of	\$ 723,420.78	7.38%	\$ 17,695.80
Peoria Heights, Village of	\$ 134,693.83	1.37%	\$ 3,294.78
Peoria, City of	\$ 2,579,655.89	26.31%	\$ 63,101.71
Washington, City of	\$ 366,395.50	3.74%	\$ 8,962.51
West Peoria, City of	\$ 97,190.22	0.99%	\$ 2,377.40
CityLink	N/A	N/A	\$ 3,800.00
Total	\$ 9,804,625.07		\$ 243,633.76

Table 4: FY 2025 Membership Dues



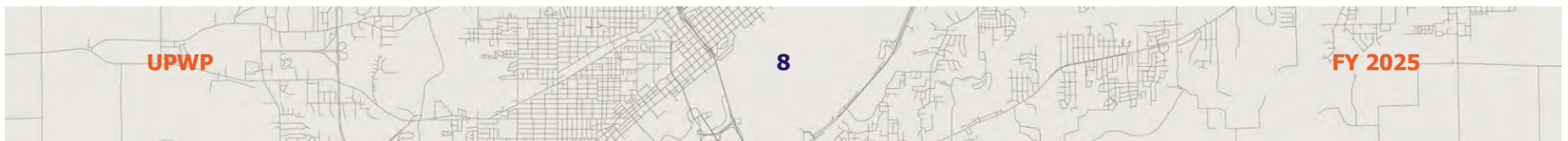
Planning Factors

The MPO’s overall transportation planning goal is to provide for the adequate, safe, and efficient movement of persons and goods in the UZA. In concert with the IIJA, the MPO utilizes the ten thematic planning factors² to help reach the above-mentioned goal. The Planning Factor or Factors addressed by each task on the following pages are indicated in parentheses after the Task Description. The Planning Factors are identified by their two-letter abbreviations as shown in the below table. Activities that support all ten planning factors are identified with the abbreviation **ALL**.

Planning Factor	Abbreviation
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	EV
Increase the safety of the transportation system for motorized and non-motorized users	SS
Increase the security of the transportation system for motorized and non-motorized users	TS
Increase accessibility and mobility of people and freight	AM
Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	EE
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	CI
Promote efficient system management and operation	MO
Emphasize the preservation of the existing transportation system	PE
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	RR
Enhance travel and tourism	ET

Table 5: Ten Planning Factors

² 23 CFR 450.306: <https://www.ecfr.gov/current/title-23/section-450.306>



The degree of consideration and analysis of the planning factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment, and housing and community development.

Ladders of Opportunity

The FTA established the Ladders of Opportunity program to expand transit service to connect disadvantaged and low-income individuals, veterans, seniors, youths, and others with local workforce training, employment centers, health care, and other vital services. The program goals are:

- Enhancing access to work for individuals lacking ready access to transportation, especially in low-income communities
- Supporting economic opportunities by offering transit access to employment centers, educational and training opportunities, and other basic needs
- Supporting partnerships and coordinated planning among state and local governments and social, human service, and transportation providers to improve coordinated planning and delivery of workforce development, training, education, and basic services to veterans, seniors, youths, and other disadvantaged populations

Tri-County has embraced these goals and will continue to do so. In the past, TCRPC was the Designated Recipient of Job Access Reverse Commute (JARC) funds and New Freedom funds in the urbanized area. TCRPC is currently the co-designated recipient, along with IDOT's Office of Intermodal Project Implementation (OIPI), for FTA Section 5310 funds.

Tasks included in this UPWP that address the goals of the Ladders of Opportunity Program are:

- Implement the Human Service Transportation Plan (HSTP) for the urbanized area
- Update the Human Service Transportation Plan (HSTP)
- Continued implementation of the Gray Area Mobility Enhancement and Expansion Study
- Programmed FY 2023 FTA 5310 funds based on the goals of the HSTP
- Provided planning and technical support to transit and paratransit providers



Task 1: Management and Administration

Tri-County must ensure that the transportation process is conducted in conformity with applicable federal and state regulations. TCRPC's governing board, known as the Full Commission, oversees the transportation planning process and makes final decisions on the activities of the Tri-County MPO.

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 1: Management and Administration include:

- Unified Planning Work Program
 - Developed materials and information to support decisions by MPO committees
- Public Engagement
 - Reviewed FHWA and FTA public participation and Title VI guidance
 - Update Tri-County's Title VI Program
 - Finalized our Public Participation Plan (PPP)
 - Participate in public outreach activities
 - Organized and provided support for MPO Technical Committee and Full Commission meetings
 - Prepared monthly status reports for Full Commission
 - Maintained TCRPC's website
 - Presented transportation-related topics for nationwide, statewide, and regional conferences and student populations
- Grant Management & Accounting
 - Prepared grant applications for federal and state funding
 - Coordinated regional CFI grant application
 - Coordinated regional Statewide Planning and Research (SPR) grant application
 - Coordinated regional FY 2023 PROTECT grant application



- Coordinated regional FY 2023 Thriving Communities Program grant application
 - Coordinated regional grant application for IDOT's Statewide Non-Metropolitan Transit Planning 5305e funding program
- Registered with GATA, completed the required questionnaire, and ensured compliance
- Maintained financial management system
- Prepared Indirect Cost Rate Proposal
- Processed invoices and payroll
- Prepare quarterly financial and progress reports (BoBS Reports) for grants through IDOT
- Prepared quarterly financial and progress reports for federal grants through FTA
- Contracted for Annual Compliance Audit
- Purchased and upgraded software (including GIS) in support of planning activities
- Purchased and upgraded computer equipment to enhance transportation planning activities
- Office Administration
 - Administered Personnel, Affirmative Action, EEO Programs, and other agency policies
 - Maintained MPO database of media, consultants, and state and local officials
 - Recruited and hired TCRPC staff and interns as needed

Objectives

The Tri-County MPO must conduct federal and state-mandated program administration requirements by supporting the functions of the Full Commission (Policy board) and Technical Committees and any subcommittees in carrying out the transportation planning process. Specific objectives are:

- To establish administrative procedures for the organization of the planning process
- To coordinate the planning activities of the MPO with other transportation agencies
- To ensure that the transportation process is conducted in conformity with applicable federal and state regulations
- To maintain accounting records in conformity with applicable federal and state regulations



Products and Staff Activities

- Unified Planning Work Program
 - Coordinate transportation planning work with member jurisdictions and stakeholders **ALL**
 - Ensure the 3C transportation planning process is conforming with all applicable federal and state regulations **ALL**
 - Monitor the UPWP budget and amend, if necessary **ALL**
 - Develop the FY 2026 UPWP **ALL**
- Public Engagement
 - Implement objectives of the updated Public Participation Plan **ALL**
 - Maintain and update MPO information on the TCRPC website **ALL**
 - Maintain the monthly newsletter outreach **ALL**
 - Organize meetings and public hearings as necessary **ALL**
 - Form and administer advisory committees as necessary **ALL**
- Transportation Improvement Program
 - Develop the Annual Listing of Federally Obligated Projects **ALL**
- Transit Planning
 - Provide staff support for the Human Service Transportation Plan – Urban Subcommittee **ALL**
 - Administer (provide quarterly reports, process invoices, etc.) Section 5310 projects that have not been closed out **ALL**
- Special Transportation Planning Studies
 - Administer procurement activities and consultant selection for special studies **ALL**
- Grants
 - Research and Identify potential grant opportunities for TCRPC and the region **ALL**
 - Apply for relevant grant opportunities **ALL**
 - Administer SS4A Discretionary Grant **ALL**
- Professional Development

- Maintain technical and professional subscriptions and association membership dues **ALL**
- Participate in local, state, and national conferences, meetings, seminars, and training programs related to transportation **ALL**
- Office Administration
 - Provide general program management and supervisory functions **ALL**
 - Support Full Commission and Technical Committee with agendas, minutes, and reports **ALL**
 - Administer the Personnel, Affirmative Action, EEO Program, Title VI, and other policies **ALL**
 - Maintain the administrative procedures for TCRPC and ensure conformity with applicable federal and state regulations **ALL**
 - Provide staff support for the MPO Technical Committee and Full Commission **ALL**
 - Recruit and hire new MPO personnel (if necessary) and prepare employee evaluations **ALL**
 - Serve as a liaison between local governments and state and federal agencies **ALL**
- Accounting
 - Prepare monthly, quarterly, and annual financial and performance reports for transportation planning programs and grants **ALL**
 - Perform an audit of the FY24 Financial Statements of TCRPC **ALL**
 - Purchase software and hardware to support transportation planning functions **ALL**

Description	Total
PL Funding	\$ 341,087.26
State Planning Funds	\$ 85,271.81
Total	\$ 426,359.07

Table 6: Management and Administration Budget

All work will be performed by staff, except the financial audit, which will be performed by an independent auditor.



Task 2: Data Development and Maintenance

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 2: Data Development and Maintenance include:

- GIS and Data Collection
 - Continued to monitor ground-level ozone statistics and followed US EPA revisions to regulations
 - Researched and started the process of developing a CO² emissions model with MOVES
 - Continued the Regional Server Partnership, which provided local government organizations with a low-cost location to store and disseminate spatial (GIS) data
 - Hosted internet mapping sites that allow internal and external (public) access to organizational data
 - Coordinated the usage of regional pavement data through software analysis
 - Performed asset management for the Village of Peoria Heights, Village of Bartonville, City of East Peoria, City of West Peoria, Village of Hanna City, and other communities as needed
- Travel Demand Model
 - Continued to utilize Travel Demand Modeling (TDM) capabilities to serve the region
 - Finalized the development of Tri-County's Activity-Based Travel Demand Model (ABM)
 - Participated in TransCAD training for utilizing TCRPC's ABM
 - Participated in the Illinois Model Users Group (ILMUG)

Objective

Information is crucial to the planning process. This Task has been established to gather, maintain, and disseminate social, economic, and transportation data in an efficient and logical manner. Surveillance and database management activities have been integral aspects of the transportation planning process since



the initial MPO plan was completed in 1970. The effective maintenance of these activities provides the basis from which all transportation planning and policies will evolve in the future.

These work elements define the areas of concentration for database development, information collection, and information dissemination. Maintaining and building an effective comprehensive planning database and network is the focus of this element of the UPWP.

Products and Staff Activities

- Long-Range Transportation Plan
 - Ensure that the Urbanized Area boundary and Planning Boundary remain accurate **MO**
 - Coordinate activities for a comprehensive region-wide land use, demographic, economic, and transportation database for analyzing trends in the long-range planning process **EV**
- Transportation Improvement Plan
 - Maintain and update the TIP Project Database **ALL**
- Transportation Performance Measures
 - Monitor and collect performance measure data **SS, TS, CI, MO, PE, RR**
- Bicycle and Pedestrian Planning
 - Maintain and update the bike/ped project database **ALL**
- Travel Demand Model
 - Continue to use the Activity-Based Travel Demand Model (ABM) to project future transportation volumes for proposed surface transportation improvements **MO, PE**
 - Update the ABM with current signal timing information with FY 2023 SPR grant **MO, SS, EE**
- GIS and Data Development
 - Coordinate with IDOT and other state agencies on statewide GIS development **MO**
 - Coordinate and collaborate with regional and local entities to provide requested transportation data/information **SS, MO**
 - Continue a process designed to lead to the development of a regional GIS capability **MO**



- Continue in structuring, expanding, updating, and maintaining transportation data layers in a Geographic Information System (GIS) **MO**
- Lead and assist communities in developing GIS transportation applications that will benefit the region at large, including asset inventories and management tools **MO, RR**
- Continue the Regional Server Partnership which provides local government organizations with a low-cost location to store and disseminate spatial (GIS) data **MO**
- Continue to host internet mapping sites that allow both internal and external (public) access to organizational data **MO, RR**
- Administer regional pavement management system for MPO members **SS, TS, MO, PE, RR**

Description	Total
PL Funds	\$ 146,180.25
State Planning Funds	\$ 36,545.06
Total	\$ 182,725.32

Table 7: Data Development and Maintenance Budget

All work will be performed by staff, except for collecting signal timing data for ABM, which will be performed by a consultant.



Task 3: Long-Range Planning

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 3: Long-Range Planning include:

- Long-Range Transportation Plan
 - Continued implementation of the 2045 Long-Range Transportation Plan (LRTP)
 - Started the process develop the 2050 LRTP
 - Complied regional data
 - Issued Call for Projects
 - Developed Financial Plan
 - Developed public engagement plan
 - Continued the regional project prioritization process
 - Interviewed project sponsors
 - Grade and rank projects
- Transportation Performance Measures
 - Researched and adopted Safety Performance Measures (PM1)
 - Researched and adopted Greenhouse Gas (GHG) Performance Measures
- Safe Streets and Roads for All
 - Executed grant agreement with FHWA
 - Procured consultant for SS4A grant
 - Formed Regional Safety Committee
 - Held monthly meetings
 - Presented at the T.H.E. Conference
- Bicycle and Pedestrian Planning
 - Continued implementation of BikeConnect HOI: Heart of Illinois Regional Bicycle Plan



- In the process of updating and converting the BikeConnect HOI to an Active Transportation Plan
- Participate in Social Determinants of Health regional initiatives
- Participated in the Walkability Action Institute steering committee
- Regional Initiatives
 - Participated in the regional Passenger Rail Initiative
 - Participated in regional CFI steering committee for grant application
 - Coordinated with local and regional stakeholders in the restructuring of the Heart of Illinois Regional Port District – Master Planning
 - Keep attuned to the Connected and Autonomous Vehicles Policy and Design Guidelines – IDOT ICT

Objective

Manage and support a planning process that incorporates an appropriate level of involvement and understanding by local governmental agencies, special interests, and the general citizenry in the activities and policies associated with the continuing, comprehensive, and coordinated (3Cs) local transportation planning process.

Products and Staff Activities

- Public Engagement
 - Organize seminars regarding the future of various transportation modes in the region **MO**
 - Participate in public outreach activities **MO**
- Long-Range Transportation Plan
 - Implement the FY 2020-2045 Long-Range Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
 - Develop the FY 2025-2050 Long-Range Transportation Plan **EV, SS, TS, AM, EE, CI, MO, PE**
 - Continue the regional project prioritization process **EV, SS, TS, AM, EE, CI, MO, PE**
- Transportation Performance Measures



- Monitor and update Performance Management targets and programming as required by IJJA **SS, TS, MO, PE, RR**
- Update System Performance/Freight/CMAQ Measures **EV, AM, CI**
- Bicycle and Pedestrian Planning
 - Update the BikeConnect HOI: Heart of Illinois Regional Bicycle Plan **EV, SS, TS, AM, EE, CI**
 - Continue non-motorized transportation planning, including bike/ped traffic counts, trail plans in small communities **AM, CI**
- Transit Planning
 - Implement the Human Service Transportation Plan (HSTP) for the Urbanized Area **AM**
 - Start the process to update the region's HSTP plan **AM**
- Freight Planning
 - Continue to dedicate resources to freight transportation planning **EV, AM, CI**
 - Continue to support and coordinate with regional stakeholders to promote the regional port district **EV, AM, CI**
 - Coordinate with regional stakeholders to promote multimodal freight transportation options for the region as related to surface transportation **EV, AM, CI**
- Safe Streets and Roads For All
 - Continue working with the consultant on the Comprehensive Safety Action Plan for the region
- Travel Demand Modeling
 - Continued to utilize ABM capabilities to serve the region **AM, CI, MO**
- Regional Initiatives
 - Promote passenger/commuter rail for the region **EV, AM, EE**
 - Coordinate with regional stakeholders to promote smart mobility in the region **EV, SS, TS, AM**
 - Coordinate with the Greater Peoria Economic Development Council on transportation elements of the Comprehensive Economic Development Strategy (CEDS), a requirement of the Economic Development Administration (EDA) **EV**
 - Work with local agencies to develop policies that apply stormwater management best practices to transportation projects **EE, RR**



Description	Total
PL Funds	\$ 243,633.76
State Planning Funds	\$ 60,908.44
Total	\$ 304,542.20

Table 8: Long-Range Planning Budget

All work will be performed by staff, except for Special Projects, for which consultants will be hired, and the future transportation seminars, which will be led by outside subject experts.

DRAFT



Task 4: Short-Range Planning

Previous Work and Accomplishments

Tri-County's FY 2024 UPWP was carried out starting July 1, 2023, and ending on June 30, 2024. During this time, the previous work and accomplishments carried out by TCRPC or its consultants for Task 4: Short-Range Planning include:

- Transportation Improvement Plan
 - Developed the FY 2024-27 Transportation Improvement Program (TIP)
 - Worked with member jurisdictions and IDOT to process amendments to the FY 2024-27 TIP
 - Started the process of developing the FY 2025-28 TIP
 - Developed the FY 2023 Previous Obligated Projects
- Transit Planning
 - Continued to work with the Human Services Transportation Plan Committee to coordinate transportation needs in the urbanized area
 - Continued implementation of the Gray Area Mobility Enhancement and Expansion Study
 - Provided planning and technical support to transit and paratransit providers
 - Start the process to update the region's HSTP plan
 - Programmed FTA Section 5310 projects
 - Administered and completed NEPA for FTA Section 5310-funded projects
- Special Transportation Planning Studies
 - Chillicothe Trail Master Plan- Completed
 - East Peoria IL-116 Crossing Feasibility Study – Completed
 - Pekin Master Bicycle and Pedestrian Plan – Completed
 - Peoria Intersection Safety Study at Sterling and Forrest Hill - Completed
 - IL-29 Viaduct Benefit-Cost Analysis – Initiated
 - Germantown Hills to McClugage Bridge Trail Feasibility Study - Initiated



- Peoria Heights Active Transportation Plan - Initiated
- Waverly Ave Access, Circulation, and Parking Study - Initiated

Objective

Tri-County must continually fulfill various state and federal requirements in support of regional and local projects. Short-range planning functions are those that address near-term needs or requirements.

Products and Staff Activities

- Congestion Management Process
 - Monitor and implement the Congestion Management Process **SS, TS, MO**
- Transportation Improvement Program
 - Finalize the FY 2025-28 TIP **ALL**
 - Amend the adopted TIP as needed **ALL**
 - Start the process of developing the FY 2026-29 TP **ALL**
- Transportation Performance Measures
 - Continue to research and monitor transportation performance measures **SS, TS, AM, MO**
- Bicycle and Pedestrian Planning
 - Continued implementation of BikeConnect HOI **AM, CI**
 - Coordinate and implement bicycle and pedestrian planning efforts **AM, CI**
- Transit Planning
 - Provide technical support to transit and paratransit providers **AM**
 - Coordinate and implement the Gray Area Mobility Enhancement and Expansion Study **AM, CI**
 - Program available FTA Section 5310 funds in the urbanized area **AM**
 - Administered and completed NEPA for FTA Section 5310-funded projects **AM**
- Programming Funding
 - Maintain the Surface Transportation Block Grant (STBG) program of project **MO, PE**



- Program STBG, Transportation Alternative Set-Aside (TA), Carbon Reduction Program (CRP), and other federal transportation capital funds as available **AM, CI, MO, PE**
- Special Transportation Planning Studies
 - Oversee completion of FY 2024 Special Projects **AM, MO**
 - Program and administer FY 2025 Special Transportation Planning Studies **EV, SS, TS, AM, EE, CI, MO, PE**
- Safe Streets and Roads for All
 - Coordinate a highway safety committee **SS, TS, MO, PE, RR**
 - Coordinate regional safety asset management effort resulting in SS4A and HSIP applications **SS, TS, MO, PE, RR**
- Travel Demand Model
 - Continued to participate in training for the new ABM to better serve the region **AM, CI, MO**
- GIS and Data Development
 - Continue to monitor air quality issues as they relate to transportation planning **EE**
 - Continue to start the process of developing a CO² emissions model with MOVES **EE**

Description	Total
PL Funds	\$ 243,633.76
State Planning Funds	\$ 60,908.44
Total	\$ 304,542.20

Table 9: Short-Range Planning Budget

All work will be performed by staff except for development and data collection for the pavement management system, which will be completed by a consultant.



Exhibit I: Work Program Cost Distribution

Task	UPWP Category	Total Cost	PL Funds	State Funds
1	Management and Administration	\$ 426,359.07	\$ 341,087.26	\$ 85,271.81
2	Data Development and Maintenance	\$ 182,725.32	\$ 146,180.25	\$ 36,545.06
3	Long-Range Planning	\$ 304,542.20	\$ 243,633.76	\$ 60,908.44
4	Short-Range Planning	\$ 304,542.20	\$ 243,633.76	\$ 60,908.44
Total		\$ 1,218,168.78	\$ 974,535.02	\$ 243,633.76

Table 10: FY 2025 UPWP Cost Distribution

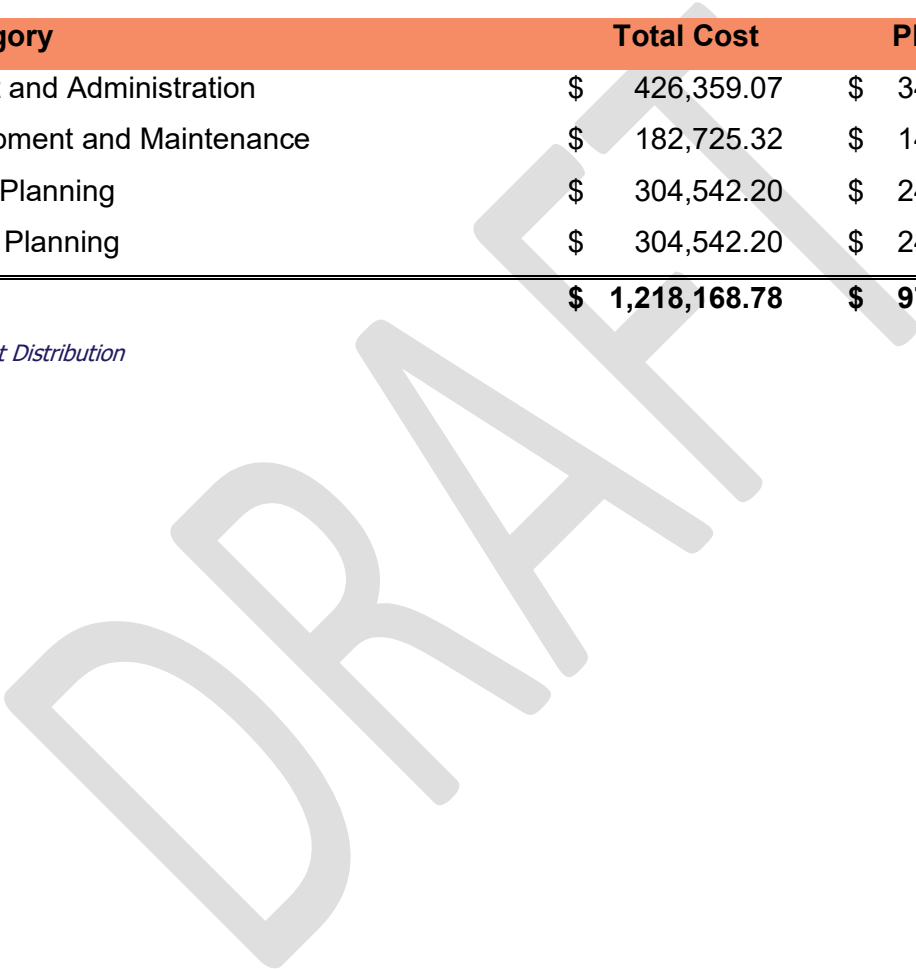


Exhibit II: Line-Item Budget

Item	Annual Salary	Rate	Total PL	80% Federal	20% State
Personnel					
Salaries					
Full-Time					
Executive Director	\$129,623	78%	\$101,106	\$80,885	\$20,221
Planning Program Manager	\$114,413	75%	\$85,810	\$68,648	\$17,162
Senior Planner	\$69,620	50%	\$34,810	\$27,848	\$6,962
Senior Planner	\$69,620	90%	\$62,658	\$50,127	\$12,532
Planner III	\$65,208	70%	\$45,646	\$36,516	\$9,129
Planner II	\$53,295	70%	\$37,307	\$29,845	\$7,461
GIS Specialist I	\$47,002	70%	\$32,901	\$26,321	\$6,580
GIS Specialist – New Hire	\$60,610	70%	\$42,427	\$33,942	\$8,485
Planner – New Hire	\$53,295	50%	\$26,648	\$21,318	\$5,330
Subtotal Full-Time			\$469,312	\$375,450	\$93,862
Part-Time/Temporary					
Interns	\$11,250	100%	\$11,250	\$9,000	\$2,250
Subtotal Part-Time/Temporary			\$11,250	\$9,000	\$2,250
Subtotal Salaries			\$480,562	\$384,450	\$96,112
Fringe Benefits		36.00%	\$168,952	\$135,162	\$33,790
Indirect Costs		36.05%	\$234,150	\$187,320	\$46,830
Subtotal Personnel			\$883,665	\$706,932	\$176,733
Other Direct Costs					
Travel and Conferences			\$14,955	\$11,964	\$2,991
Equipment			\$0	\$0	\$0
Supplies			\$6,500	\$5,200	\$1,300
Contractual Services			\$62,616	\$50,093	\$12,523
Consultant Services and Expenses			\$200,000	\$160,000	\$40,000
Occupancy			\$31,687	\$25,349	\$6,337
Training and Education			\$17,882	\$14,306	\$3,576
Miscellaneous			\$864	\$691	\$173
Subtotal Other Direct Costs			\$334,504	\$267,603	\$66,901
Total			\$1,218,169	\$974,535	\$243,634

Table 11: FY 2025 UPWP Line-Item Budget

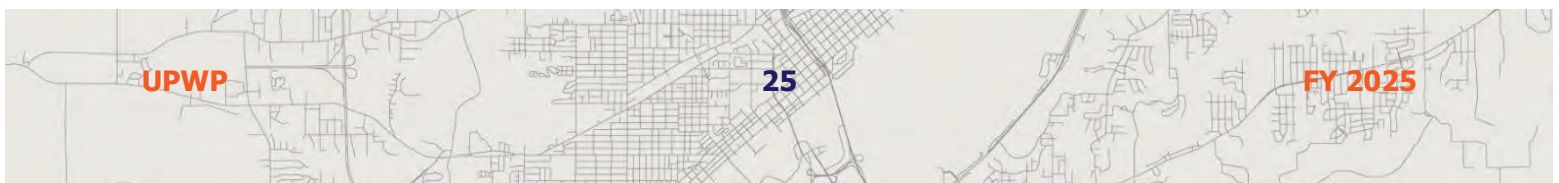


Exhibit III: Labor Distribution

Position	Management and Administration	Data Dev't and Maintenance	Long-Range Planning	Short-Range Planning	Total
Executive Director	35.10				35.10
Planning Program Manager	33.75				33.75
Senior Planner	7.20	1.80	6.75	6.75	22.50
Senior Planner	12.96	3.24	12.15	12.15	40.50
Planner III	10.08		10.71	10.71	31.50
Planner II	10.08		10.71	10.71	31.50
GIS Specialist I	10.08	21.42			31.50
GIS Specialist	10.08	21.42			31.50
Planner	7.20		7.65	7.65	22.50
Part-Time and Interns		7.14	7.14	7.14	21.43
Total	136.53	55.02	55.11	55.11	301.78

Table 12: FY 2025 UPWP Labor Distribution in Work Weeks

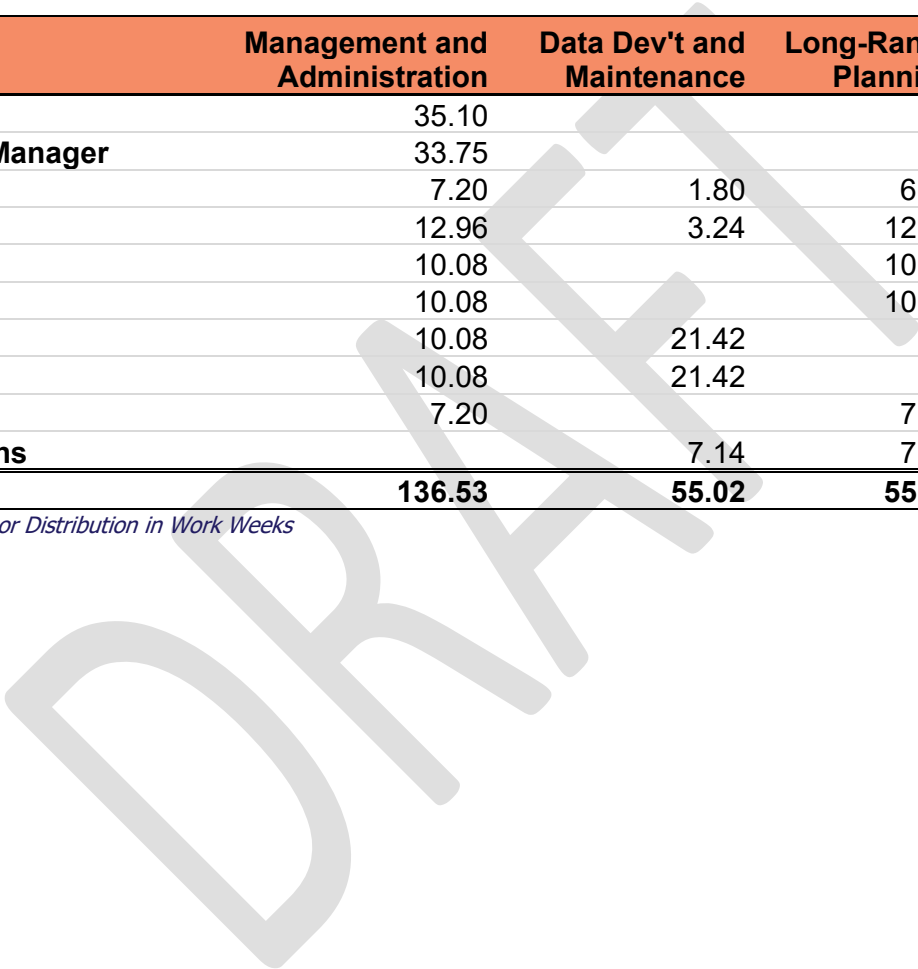


Exhibit IV: Accounting Narrative

MPO funds for FY 2025 are administered by the Tri-County Regional Planning Commission as follows:

Separate accounts have been established in the general ledger. The account records identify the receipt and expenditure of funds for each grant and/or provide documentation that supports the entry and provides accurate and current financial reporting information.

Costs within the accounting system are classified into the following groups:

1. Direct labor costs,
2. Non-labor costs directly related to a specific program, and
3. Indirect costs (both labor and non-labor).

Direct labor hours are charged to the specific general ledger account and work elements within that account based on actual work hours spent. Work elements of the UPWP are numerically coded and are utilized in preparing staff time sheets. The payroll computer printout accumulates staff names, hours, and costs for each work element within the grant account. Non-labor costs are those incurred as being directly related to a specific program, e.g., Transportation. Typical non-labor costs directly chargeable to the appropriate programs include:

- Costs of goods acquired, consumed, or expended specifically for the grant, and
- Services and contractual items specifically related to the grant program.

These costs are chargeable to the appropriate grant program based on source documentation maintained by the accounting system evidencing the nature and purpose of the charges. Once charged to the transportation program, these costs will be distributed to the various program work elements according to the proportion of direct salaries charged to each work element during the period.

The indirect costs (labor and non-labor) are those incurred which cannot be directly associated with the transportation program, but which support the overall functioning of the Commission. These costs are charged to an indirect cost account. The indirect cost rate utilized in the budget is a projection based on anticipated activity, as well as historical experience. The Indirect Cost Rate for FY24 has been approved by IDOT.

Exhibit V: Adoption Resolution

RESOLUTION 24-XX

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2025 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION.

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

WHEREAS, the Commission has established a continuing, comprehensive, and cooperative planning process that follows 23 CFR 450.308 and the Commission's Public Participation Plan to develop the FY 2025 Unified Planning Work Program (UPWP), and

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

WHEREAS, the Commission is utilizing Illinois Department of Transportation (IDOT) State Planning Funds for the \$243,633.76 non-federal match requirement and using MPO member jurisdiction FY 2025 dues for local funding, and

WHEREAS, on March 20, 2024, the Technical Committee recommended to the Commission the adoption of the FY 2025 Unified Planning Work Program, which specifies the Scope of Work and Budget for FY 2025 transportation planning funds provided by the Illinois Department of Transportation, and

WHEREAS, the Commission has reviewed the FY 2025 Unified Planning Work Program.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

The Tri-County Regional Planning Commission hereby adopts the FY 2025 Unified Planning Work Program for the period of July 1, 2024, to June 30, 2025, and authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

ATTEST:

Greg Menold, Chairman
Tri-County Regional Planning Commission

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



RESOLUTION 24-48

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2025 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION.

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

WHEREAS, the Commission has established a continuing, comprehensive, and cooperative planning process that follows 23 CFR 450.308 and the Commission’s Public Participation Plan to develop the FY 2025 Unified Planning Work Program (UPWP), and

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

WHEREAS, the Commission is utilizing Illinois Department of Transportation (IDOT) State Planning Funds for the \$243,633.76 non-federal match requirement and using MPO member jurisdiction FY 2025 dues for local funding, and

WHEREAS, on March 20, 2024, the Technical Committee recommended to the Commission the adoption of the FY 2025 Unified Planning Work Program, which specifies the Scope of Work and Budget for FY 2025 transportation planning funds provided by the Illinois Department of Transportation, and

WHEREAS, the Commission has reviewed the FY 2025 Unified Planning Work Program.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

The Tri-County Regional Planning Commission hereby adopts the FY 2025 Unified Planning Work Program for the period of July 1, 2024, to June 30, 2025, and authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

ATTEST:

Greg Menold, Chairman
Tri-County Regional Planning Commission

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

RESOLUTION 24-47

JOINT FUNDING AGREEMENT – UNIFIED PLANNING WORK PROGRAM FY 2025

This agreement is hereby entered into by the members of the participating agencies of the metropolitan planning organization (MPO) of the Peoria-Pekin Urbanized Area, recognized under Section 134 of the *Infrastructure Investment and Jobs Act (IIJA)*. It is intended to set forth the procedures and methods agreed upon to ensure sufficient local matching funds enabling the Peoria-Pekin Urbanized Area to receive **\$974,535.02** in Federal Highway Administration and Federal Transit Administration planning funds. The funding requires a 20% local match, requiring a total local match of **\$243,633.76** for Fiscal Year 2025. It is further agreed that the Greater Peoria Mass Transit District (GPMTD) provides **\$3,800** as a pass-through membership fee for participation in the planning process.

The Federal Planning funds, FTA funds, and local dollars will be utilized for the work and services performed in accordance with the Unified Planning Work Program (UPWP) for Fiscal Year 2024. The work and services and their associated costs as contained in the UPWP were adopted by the Tri-County Regional Planning Commission. If state funds can be utilized to offset local match for FY 2024, local dollars will be programmed by the Tri-County Regional Planning Commission in a separate work program.

Each participating agency identified herein hereby agrees to pay its entire share to the MPO no later than November 1, 2024. The MPO is hereby designated to deposit local funds into a special bank account. Withdrawals from this account shall be for reimbursement for work accomplished on the appropriate designated work tasks. The MPO shall make a monthly report to the Tri-County Regional Planning Commission accounting for the expenses incurred on the work tasks identified in the UPWP. Federal and State funds shall be requested by and dispersed directly to the MPO in accordance with agreements of the State of Illinois and the Greater Peoria Mass Transit District.

The local money for FY 2025 shall be provided by each of the participating agencies noted herein by the contributing percentage of MFT funds each such agency received in Calendar Year 2023.

Community	2023 MFT Allotment	2023 MFT %	FY 2025 Contribution
Peoria County	\$ 2,193,728.28	22.37%	\$ 53,661.42
Tazewell County	\$ 1,735,433.88	17.70%	\$ 42,450.95
Woodford County	\$ 605,737.76	6.18%	\$ 14,817.13
Bartonville, Village of	\$ 135,537.37	1.38%	\$ 3,315.42
Chillicothe, City of	\$ 139,709.52	1.42%	\$ 3,417.47
Creve Coeur, Village of	\$ 112,488.03	1.15%	\$ 2,751.60
East Peoria, City of	\$ 512,602.59	5.23%	\$ 12,538.92
Germantown Hills, Village of	\$ 77,788.65	0.79%	\$ 1,902.81
Morton, Village of	\$ 390,242.77	3.98%	\$ 9,545.84
Pekin, City of	\$ 723,420.78	7.38%	\$ 17,695.80
Peoria Heights, Village of	\$ 134,693.83	1.37%	\$ 3,294.78
Peoria, City of	\$ 2,579,655.89	26.31%	\$ 63,101.71
Washington, City of	\$ 366,395.50	3.74%	\$ 8,962.51
West Peoria, City of	\$ 97,190.22	0.99%	\$ 2,377.40
CityLink	N/A	N/A	\$ 3,800.00
Local Match			\$243,633.76

Any surplus of local matching money with accumulated interest will remain on deposit in the special bank account managed by the MPO with any excess from previous years and may be used for such purposes and projects as designated by the Tri-County Regional Planning Commission.

This agreement is approved as indicated by signature of an agent of the undersigned participating agency represented on the Tri-County Regional Planning Commission:

Peoria County	_____	Date	_____
Tazewell County	_____	Date	_____
Woodford County	_____	Date	_____
Bartonville	_____	Date	_____
Chillicothe	_____	Date	_____
Creve Coeur	_____	Date	_____
East Peoria	_____	Date	_____
Germantown Hills	_____	Date	_____
Morton	_____	Date	_____
Pekin	_____	Date	_____
Peoria	_____	Date	_____
Peoria Heights	_____	Date	_____
Washington	_____	Date	_____
West Peoria	_____	Date	_____
GPMTD	_____	Date	_____

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)
3/21/2024	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
Veterans Drive Extension Engineering	PEK-24-02				Veterans Drive Extension from Sheridan Road to Fischer Road	Engineering Phase I and Phase II for Veterans Road Extension	Community Project funding	80%	\$ 4,000,000
							State		
							Local	20%	\$ 1,000,000
							Total		\$ 5,000,000

Reason for Amendment: Added to the FY 2024 Program

							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	

RESOLUTION 24-46

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE AMENDMENT TO THE FISCAL YEAR 2024-2027 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 2024–2027 (FY24-27) 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 FY24–27 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 approving the FY24-27 TIP on September 20, 2023, and the Commission authorized the adoption on October 4, 2023; and

WHEREAS, the Commission has received a request to amend the FY24-27 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 that the Commission herewith amends the Fiscal Year 2024–2027 Transportation Improvement Program as detailed in the attached TIP Amendment Request.

Presented this 3rd day of April 2024

Adopted this 3rd day of April 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



MEMORANDUM

TO: Full Commission

FROM: Staff

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

DATE: April 3, 2024

Action Needed

None. Update on combining Call for Projects for Commission-allocated federal funds.

Update

After presenting the idea of combining the Calls for Projects for Commission-allocated federal funds at the February Commission meeting, staff presented the idea to the February MPO Technical Committee. During this meeting, the Technical Committee requested a presentation of the draft application at their March meeting. During the March Technical Committee meeting, staff presented the draft Call for Projects document and application and received a few comments and suggestions. Based on those comments, staff made changes to the Call for Projects document and application and have since released a test application for Technical Committee members to use and provide any additional feedback.

Combined Program Funding Summary

Below is a table outlining the available funding for each program by fiscal year. A total of \$11,305,746 is available from all the funding programs.

FY	CRP	Section 5310	STBG - Traditional	STBG - Preservation	TA
2023		\$ 9,798.00			
2024	\$ 594,496.00	\$ 165,242.00			\$ 585,160.00
2025	\$ 594,496.00				\$ 585,160.00
2026					
2027			\$3,508,557.60	\$ 877,139.40	
2028			\$3,508,557.60	\$ 877,139.40	

Total \$1,188,992.00 \$ 175,040.00 \$7,017,115.20 \$1,754,278.80 \$1,170,320.00

Full Commission
 Combine Call for Projects for Commission-allocated Federal Funds
 April 3, 2024

Combined Program Anticipated Schedule

Date	Action
April 17, 2024	Call for Projects issued, and application released
May 2, 2024	Pre-application webinar from 10:00 to 11:00 a.m. https://meet.goto.com/196780981
June 28, 2024	Applications are due to TCRPC staff by 3:30 p.m.
July 2024	Staff reviews applications, ensuring completeness and validity
August 21, 2024	Project proposals presented during the Technical Committee meeting
August 21, 2024	Establish a Project Review Subcommittee during the Technical Committee meeting
September 18, 2024	Project Review Subcommittee convenes, reviews applications, assigns scores, and makes recommendations to the Technical Committee
October 16, 2024	Technical Committee considers Project Review Subcommittee recommendation
November 6, 2024	Commission considers Technical Committee recommendation and programs funding

Application Information

Information regarding this funding opportunity is available on Tri-County’s website under Funding Programs (<https://tricountyrpc.org/funding-programs/call-for-projects/>). The application has three elements:

- Application Questions (Google Form),
- Budget (Excel Workbook), and
- Supporting Documents (PDF).

The budget and supporting documents shall be emailed to Tri-County staff at funding@tricountyrpc.org by the 3:30 p.m. deadline on Friday, June 28, 2024.