



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., June 5, 2024

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., June 5, 2024

Microsoft Teams

[Join via computer or smartphone](#)

Meeting ID: 251 314 490 868

Passcode: 6WpPja

Dial in by phone

(929) 346-7201

Phone Conference ID: 238 205 795#

AGENDA

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Input**
- 4. Motion to approve May 1, 2024 Commission minutes**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
 - a. Motion to approve April 2024 Financial Statements and Billings (Resolution 24-52)
 - b. Motion to approve FY25 Budget (Resolution 24-53)
- 8. Administration**
 - a. Motion to approve amendments to Employees Handbook Salary Ranges for full-time and part-time employees (Resolution 24-54)
 - b. Motion to approve Cost of Living (COLA) adjustments (Resolution 24-55)
 - c. Motion to approve FY25 Slate of Officers, Tri County Regional Planning Commission (Resolution 24-51)
 - d. Motion to authorize the Executive Director to enter into an Agreement for IT Administration and Web Hosting with IT Unified for an amount not to exceed \$14,400 (Resolution 24-59)
- 9. Transportation**
 - a. Motion to approve the Public Participation Plan (Resolution 24-56)
 - b. Motion to approve the Title VI Program with Environmental Justice Consideration and Limited English Proficiency Plan (Resolution 24-57)
 - c. Motion to approve reallocating FY 2020 Transportation Alternative (TA) Funds (Resolution 24-58)
 - d. Call for Projects – FY 2025 Special Transportation Studies
- 10. Updates**
 - a. IDOT
 - b. 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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Ways & Means Committee: 8:30 a.m., May 1, 2024

Full Commission/Executive Board (in lieu of Lack of Quorum): 9:00 a.m., May 1, 2024

1. Call to Order, Welcome, Recognition of Audience

Chairman Greg Menold call ed 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	x		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.	V	
Mike Phelan, Peoria Heights		x	Greg Menold, Tazewell Co.	x	
Mary Burress, City of Pekin.		x	Don Knox CityLink	V	
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, Reema Abi-Akar, and Michael Bruner. Staff virtual: Logan Chapman. Virtual- Betsy Tracey- FHWA, Brandon Geber- IDOT

3. Public Input-none

4. Motion to approve April 3, 2024, Commission minutes.

Danny Phelan moved to approve the April 3, 2024, minutes and Nate Parrott seconded. Motion carried.

5. Chairman report-nothing to report.

6. Executive Director report

Eric Miller reported on the following:

- IMRF dissolution plan explained.
- HB 5825- MPO Greenhouse Gas analysis
- John Kahl said he does not support it.
- Russ Crawford requested to send it to him.

7. Public Meeting: Title VI Program with Environmental Justice Consideration and Limited English Proficiency (LEP) Plan and Public Participation Plan

<https://tricountyrpc.org/title-vi-ppp-review>

Don White moved to open Public Meeting

Reema Abi-Akar reported on the following:

- Title VI of the Civil Rights Act of 1964 requires that “no person in the United State shall, on the ground of race, color, or national origin, be excluded form participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
- As a recipient of USDOT financial assistance, Tri-County is required to prepare a Title VI Program as stipulated b 49 CFR Part 21 and FTA Circular 4702.1B.
- Tri-County’s Title Program is updated every three years and outlines the federally assisted programs of the US Department of Transportation.
- Environmental Justice considerations are included to build to the Title VI policy by considering the impacts to ow-income, minority, and other disadvantaged populations within transportation planning and decision-making.
 - Population considered disadvantaged are:
 - Carless households
 - Persons with a disability\elderly households
 - Limited English proficiency (LEP) households
 - Minority populations, households in poverty, and
 - Single heads of households with children.
- Per FTA guidance, Title VI Programs are required to address language assistance needs to ensure meaningful access to transportation planning-related programs and activities by persons with limited English proficiency.
- Title VI requires the promotion of inclusive public participation. Tri-County maintains a Public Participation Plan (PPP) to comply with this requirement.
- The PPP describes the continues efforts and sets forth the policy of TCRPC to involve public officials, community leaders, organizations, and area citizens in the transportation planning process.
- There is no federally required time period to review and update tis plan; however, Tri-County reviews the plan every three years along with the Title VI Policy update.
- Tri-Couty conducted stakeholder interviews with various community organizations and members to gain insight into the best management practices for public engagement.
 - Central Illinois Friends
 - Southside Mission Community Center
 - Peoria Community Against Violence
 - CityLink
 - Phoenix Community Development Services Urban Acres Farm
 - We Can Hear You
 - Council Member
- The Title VI Policy and PPP are currently in a 45-day public comment period.
 - April 17-May 31
 - 3 public hearings
 - April 17, 2024: 9:00 a.m.- Technical Committee meeting
 - May 1, 2024- 9:00 a.m.- Full Commission meeting
 - May 15, 2024- 9:00 a.m.-Technical Committee meeting
 - Both documents are available for review on our website, at Tri-County’s office and 20 local libraries in the 20-year planning boundary.
 - Expected adoption during the June Full Commission Meeting

John Kahl moved to close Public Meeting and Ron talbot seconded. Motion carried.

8. Ways and Means Report

- a. Motion to approve March 2024 Financial Statements and Billings (Resolution 24-51)
Camille Coates moved to approve March 2024 Financial Statements and Billings (Resolution 24-51) and John Kahl seconded.
Rebecca Eisele updated on the following;
 - Total Operating Cash at the end of the month was approximately \$1,021k. Operating cash increased by \$34k in March, compared to February.
 - Total Accounts Receivable at the end of the month was \$244k. Of the A/R balance, \$192k was federal funds, \$2k was state funds, and \$27k was local funds.
 - Accounts Payable balance at the end of the month was \$134k, and of that amount there was \$132k in unpaid pass-through expenses as of the end of March. The remaining \$2k A/P balance as for regular monthly bills unpaid as of the end of the month.
 - Current billing for March was \$102k, minus direct pass-through expenses and adjusting entries of (\$17k), resulting in Operating Revenue of approximately \$86k.
 - Total Expenses for march were (104k), minus direct pass-through expenses and adjusting entries of \$17k, resulting in Operating Expenses of approximately (\$88k).
 - March ended with a deficit of approximately (\$2k). Fiscal Year 2024 has a surplus of approximately \$264k.Motion carried.
- b. Motion to approve Martin Hood LLC to complete the financial and compliance audit for the fiscal year 2024. (Resolution 24-49)
Nate Parrott moved to approve Martin hood LLC to complete the financial and compliance audit for the fiscal year 2024. (Resolution 24-49) and Camille Coates seconded.
Eric Miller mentioned this is the 5th year for them to do our audit and we will go out for procurement next year.
Motion carried.
- c. Motion to approve Tri-County Regional Planning Commission to appoint Rebecca Eisele as the authorized agent for the Illinois Municipal Retirement Fund. (Resolution 24-50)
Ann Doubet moved to approve Tri-County Regional Planning Commission to appoint Rebecca Eisele as the authorized agent for the Illinois Municipal Retirement Fund (Resolution 24-50) and Don White seconded. Motion carried.
- d. For discussion FY25 Draft Budget
Eric Miller reviewed the budget.

9. Transportation

- a. Update and Discussion of the 2050 Long-Range Transportation Plan (LRTP)
Michael Bruner updated on the following:
 - The LRTP is a comprehensive strategy for the long-term improvement, maintenance, and strategic development of the Greater Peoria transportation system.
 - The plan has a 25-year outlook.
 - Serve as a guiding document for policymakers, transportation agencies, and stakeholders to aid in decision-making, funding allocation, and project prioritization.
 - The LRP Project List only includes projects or improvements for which there is sufficient funding based on reasonable forecasts.

- All other projects are included in the Illustrative List, which would be considered for implementation if sufficient funding were to become available during the 25-year planning horizon.
- Current work on the 2050 LRTP
 - Staff have been busy going through our 2045 LRTP document, updating our demographic information and data within each section.
 - Staff have been busy with the Financial Plan, which aids in estimating the amount of funding reasonably expected during the 25-year planning horizon.
 - This includes inventorying and summarizing previous years' funding programs and amounts.
 - Additionally, staff released a Call for Projects for our member jurisdictions to submit projects to be considered for inclusion in the plan.
 - The next major planning activity is to start the public engagement process
 - 2050 LRTP Planning Elements (Topics to be included in the plan)
 - Regional Overview
 - Economy
 - Environment
 - Freight
 - Housing & Community Development
 - Mobility & Connectivity
 - Public Health
 - Steering Committee
 - To guide this process, a Steering Committee is needed to help facilitate the planning process.
 - The Steering Committee will help define the plan's direction, goals, and objectives.
 - The first task of the Steering Committee is to help for the first public engagement activity to invite the public to help identify the region's transportation strengths, issues, and vision for the future.
 - Staff proposes having two members for each plan element and proposes the below members to make up the Steering Committee.
 - The proposed Steering Committee members are listed on the 2nd page of the Memo in your packet.
 - This list may slightly change depending on the availability of the identified members. Staff will work with the below individuals to identify alternate members if they are unable to participate.

10. Updates

- a. Call for Projects for Commission-allocated Funds

<https://tricityrpc.org/funding-programs/call-for-projects/>

Michael Bruner updated on the following:

- Instructions and application are available on TCRPC's website. As discussed at the March Technical Committee meeting, the application is a Google Form. The required supporting documents and budgets should be mailed to funding@tricityrpc.org
- Call for Projects Anticipated Schedule
 - April 17, 2024- Released
 - May 2, 2024- Pre-application webinar (Virtual)
 - June 28, 2024- Applications are due by 3:30 p.m.
 - July 2024- Staff reviews applications, ensuring completeness and validity
 - August 21, 2024- Project presentations at & Project Review Committee established.

- September 18, 2024- Project Review Committee convenes & makes recommendations.
 - October 16, 2024- Technical Committee recommends project to Commission.
 - November 6, 2024- Commission programs funding
- b. IDOT
Brandon Geber- no updates. Suggested to have an IDOT and District member on LRTP Steering Committee
- c. FHWA- Betsy Tracey- nothing at this time

11. Other

Ray Lees mentioned that GIS and Planner positions are open. We had a couple of good recruits but were offered elsewhere a better salary. We need to push up salaries.

12. Adjournment

John Kahl moved to adjourn at 9:43 a.m. and Danny Phelan seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded by: Reema Abi-Akar- Planner

Transcribed by Debbie Ulrich- Office Administrator

To: Members of the Commission
 From Eric W. Miller, Executive Director
 Date: May 17, 2024
 Subject: Executive Director Report for May 2024

Project	Activity	Status
Administrative		
Headlines		
	Finalized Title VI and Public Participation plan	Ongoing
	Staff Recruitment, Planner, GIS Specialist	Ongoing
	Monitored State and Federal NOFO	Ongoing
	Ongoing meetings with FRA regarding Peoria Passenger Rail	Ongoing
	Continued Development of FY25 Draft Budget	Ongoing
	Development of LRTP	Ongoing
	Monitored state and federal grant submittals	Ongoing
	Continued work on Dissolution Plan development	Ongoing
	Issued call for projects to Technical Committee STBG, TAP, CRP, FTA5310	Ongoing
	Met with City Link regarding state data collection project award	Ongoing
	Discussion with US EPA regarding Brownfield Assessment Grant	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 lakes	Ongoing
HUD Healthy Homes		
	Work Ongoing	Ongoing
Water Supply Planning		
	Awaiting notification from IDNR to fund Water Supply Planning work	Ongoing
Watershed Planning		
	Kickapoo Creek Watershed Plan, work is ongoing	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	Project is underway, coordinating with consultant	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 Public Meeting Announcement	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	Application Submitted awaiting announcement of results	Ongoing
HSTP/Transportation		
5310 program Grant	Issued Call for projects	Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing



APRIL 2024

Financial Summary

Full Commission

	April-24	March-24	FY24 YTD
Net Income / (Loss)	(3,325)	(3,436)	260,607

Page 1 **Monthly Financial Summary**

Page 2 **PPUATS Joint Funding Account Summary**

Page 3 **Balance Sheet**

	April-24	March-24	Increase / (Decrease)
Operating Cash	1,010,599	1,020,634	(10,035)
Joint Funding Account	496,924	513,651	(16,726)
All Unrestricted and Restricted Cash	1,566,997	1,540,911	26,086

	April-24	March-24	Increase / (Decrease)
Accounts Receivable			
Total Accounts Receivable	176,894	258,482	(81,588)
Total Federal Receivables	129,750	203,957	(74,207)
Total State Receivables	23,572	24,628	(1,056)
Total Local Receivables	23,572	29,897	(6,325)

	April-24	March-24	Increase / (Decrease)
Accounts Payable			
Total Accounts Payable at EOM	41,754	150,488	(108,734)
A/P to be billed - Pass-throughs	36,930	146,799	(109,869)
A/P indirect costs	4,824	3,689	1,135

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

Page 5 **Income Statement**

	April-24	March-24	Increase / (Decrease)
Current Billing	105,691	117,155	(11,464)
Pass-Through Expenses and Adjusting Entries	(23,569)	(16,884)	(6,685)
Operating Revenue	82,122	100,271	(18,149)

	April-24	March-24	Increase / (Decrease)
Current Expenses	109,016	120,591	(11,576)
Pass-Through Expenses and Adjusting Entries	(23,569)	(16,884)	(6,685)
Operating Expenses	85,447	103,707	(18,261)

	April-24	March-24	Increase / (Decrease)
Regular Working Days	22.00	20.00	2.00
Paid Holidays	-	1.00	(1.00)
PTO Used (Hours)	74.25	73.50	0.75

	April-24	March-24	FY24 YTD
Operating Revenue	82,122	100,271	1,891,716
Less Operating Expenses	(85,447)	(103,707)	(1,631,110)
Net Income / (Loss)	(3,325)	(3,436)	260,607

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

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

APRIL 2024

PPUATS Joint Funding Account Summary

	Current Month	Previous Month
	April-24	March-24
Account Balance	496,924	513,651

Account Income	April-24	March-24
Joint Funding Payments Received	-	17,752
Interest Income	42	43
Monthly Income	42	17,795

Account Expenses	April-24	March-24
Peoria, Tazewell, Woodford - Member Dues**	(3,750)	(3,750)
Safe Streets 4 All - Local Match	(13,018)	-
Monthly Expenses	(16,768)	(3,750)

Joint Funding Summary	Received	Due
Total Joint Funding	\$ 233,816	\$ -
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 April 30, 2024

	Current Month	Previous Month	Previous Year
	Apr 30, 24	Mar 31, 24	Apr 30, 23
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	1,010,599	1,020,634	789,797
Total 10000 · Cash - Unrestricted	1,010,599	1,020,634	789,797
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	496,924	513,651	370,887
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retiremt	12,619	11,944	8,202
Total 11000 · Cash - Restricted	530,311	546,363	399,857
Total Checking/Savings	1,540,911	1,566,997	1,189,654
Accounts Receivable			
Total 13000 · Accounts and Grants Receivable	175,383	258,482	285,625
Total Accounts Receivable	175,383	258,482	285,625
Total Other Current Assets	17,775	22,697	20,063
Total Current Assets	1,734,068	1,848,176	1,495,341
Total Fixed Assets	17,629	19,298	30,508
Total Other Assets	20,376	24,442	59,917
TOTAL ASSETS	1,772,073	1,891,916	1,585,767
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	41,956	150,488	41,862
Total Accounts Payable	41,956	150,488	41,862
Other Current Liabilities			
Total Other Current Liabilities	159,601	167,587	167,175
Total Current Liabilities	201,556	318,074	209,038
Total Long Term Liabilities	14,152	14,152	53,250
Total Liabilities	215,708	332,226	262,287
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	260,607	263,931	197,402
Total Equity	1,556,365	1,559,689	1,323,479
TOTAL LIABILITIES & EQUITY	1,772,073	1,891,916	1,585,767

Tri-County Regional Planning Commission

Statement of Cash Flows

July 2023 through April 2024

	Apr 24	Jul '23 - Apr 24
OPERATING ACTIVITIES		
Net Income	(3,325)	260,607
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	67,898	106,264
13001 · Accrued Receivables	15,201	(1,683)
15000 · Prepaid Expenses	4,922	14,601
20000 · Accounts Payable	(108,532)	(59,437)
21000 · Accrued Expenses	417	2,144
21100 · Accounts Payable - Employees	(83)	(73)
22100 · Accrued Wages Payable	657	1,566
22200 · Accrued Vacation/Personal Time	(28)	(4,127)
22300 · Unvested Retirement	663	4,447
22503 · FICA & Medicare	50	118
22504 · IL Unemployment Taxes	(1,110)	(97)
22505 · 457 (b) Contributions	12	321
22520 · United Way	7	7
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)	(14,980)
23210 · Kickapoo Creek Watershed-Local	(1,511)	14,574
28000 · Current Lease Liab. - Office Sp	(2,916)	5,857
28001 · Current Lease Liab. - Copier	(437)	877
Net cash provided by Operating Activities	(31,821)	310,985
INVESTING ACTIVITIES		
17100 · Computer Equipment	-	(6,770)
17101 · Accum. Deprec. - Computers	1,669	16,688
19000 · Right of Use - Office Space	2,793	27,925
19001 · Right of Use - Copier	444	3,532
19002 · Right of Use - SBIT Agreements	830	8,295
Net cash provided by Investing Activities	5,735	49,671
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	(26,086)	321,558
Cash at beginning of period	1,566,997	1,219,353
Cash at end of period	1,540,911	1,540,911

Tri-County Regional Planning Commission
Profit & Loss

April 2024

	CURRENT Month	Previous Month	FY24 - CURRENT YTD	FY23 - Previous YTD
	Apr 24	Mar 24	Jul '23 - Apr 24	Jul '22 - Apr 23
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	88,909	90,314	1,294,615	986,068
42000 · State Grants and Awards	17,829	16,795	265,477	220,730
43000 · Local Matching Contributions	(10,901)	1,677	240,830	162,552
44000 · Charges for Services	6,001	4,509	52,344	41,755
45000 · Member Dues	3,750	3,750	37,500	37,500
46000 · Interest Income	103	110	951	757
Total Income	105,691	117,155	1,891,716	1,449,362
Gross Profit	105,691	117,155	1,891,716	1,449,362
Expense by Account & Category				
Total 60500 · Amortization Expense	4,066	4,066	40,640	40,390
Total 61000 · Computer Expenses	2,189	1,974	26,765	17,563
Total 61500 · Outside Services	21,950	31,763	718,349	444,740
Total 62000 · Depreciation	1,669	1,669	16,688	14,807
Total 63000 · Employee Benefits	15,725	15,282	162,307	135,656
Total 63400 · Interest Expense	55	64	960	2,519
Total 63500 · Office Administration	1,828	1,844	16,437	13,490
Total 64000 · Miscellaneous	1,352	-	8,339	6,367
Total 65000 · Professional Fees	-	1,768	30,069	34,143
Total 65500 · Facility Costs	896	896	6,751	12,455
Total 66000 · Salaries and Wages	56,497	60,539	589,764	507,950
Total 66500 · Training & Education	229	29	2,557	-
Total 67000 · Travel	2,560	698	11,485	21,881
Total Expense	109,016	120,591	1,631,110	1,251,960
Net Income	(3,325)	(3,436)	260,607	197,402

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

Date	Num	Name	Memo	Amount
04/01/2024	1461	American Environmental Corp	Consultants - IEMA Hazard Mitigation	3,104.38
04/01/2024	1462	Baxter & Woodman, Inc.	Consultants - IEPA Kickapoo Creek	3,957.00
04/01/2024	1463	Blue Cross Blue Shield of Illinois	Health Insurance - 04/2024	8,802.32
04/01/2024	1464	City of Peoria	Rent - 04/2024	2,950.00
04/01/2024	1465	Platte River Analytics	Consultants - GIS Woodford County	624.66
04/01/2024	1466	Xerox Financial Services	Copier Lease	458.20
04/05/2024	ACH	Staff - Payroll	Payroll 03/16/24 - 03/31/24	20,445.28
04/05/2024	ACH	Department of the Treasury	Payroll Taxes 03/16/24 - 03/31/24	6,706.16
04/05/2024	ACH	Illinois Department of Revenue	Payroll Taxes 03/16/24 - 03/31/24	1,270.30
04/05/2024	ACH	CEFCU	Payroll Liability 03/16/24 - 03/31/24	50.00
04/05/2024	ACH	Nationwide	Retirement 03/16/24 - 03/31/24	2,781.29
04/05/2024	ACH	Unvested Retirement Account	Retirement 03/16/24 - 03/31/24	333.21
04/05/2024	ACH	Delta Dental	Dental Insurance	272.42
04/05/2024	ACH	Facet Technologies, Inc.	GIS Web Hosting - IDOT FY24 UPWP	385.00
04/05/2024	ACH	Guardian	Life, Disability, and Vision Insurance	473.24
04/05/2024	ACH	Heartland Parking	Monthly Parking	937.00
04/05/2024	ACH	Heartland Parking	Parking Validations	62.00
04/05/2024	ACH	IT Unified	Monthly IT Service	1,200.00
04/05/2024	ACH	Lochmueller Group	Consultants - SS4A	65,091.73
04/05/2024	ACH	The Cleaning Source	Office Cleaning	202.00
04/05/2024	ACH	Verizon Wireless	Phones	308.22
04/05/2024	ACH	WSP USA, Inc.	Consultant Services - IDOT SPR Port District	14,770.17
04/11/2024	ACH	Guevara, Gabriel	Guevara, Gabriel - Expense Reimbursement	813.24
04/11/2024	ACH	Quill Corporation	Office Supplies	296.97
04/11/2024	ACH	Quill Corporation	Office Supplies	137.98
04/19/2024	1967	CityLink - GPMTD	5310 FTA Funds	20,301.00
04/19/2024	1968	Morton Community Bank	Bruner - Payment for CC Charges	350.14
04/19/2024	1969	Morton Community Bank	Ulrich - Payment for CC Charges	758.16
04/19/2024	ACH	Staff - Payroll	Payroll 04/01/24 - 04/15/24	18,843.01
04/19/2024	ACH	Department of the Treasury	Payroll Taxes 04/01/24 - 04/15/24	6,136.88
04/19/2024	ACH	Illinois Department of Revenue	Payroll Taxes 04/01/24 - 04/15/24	1,178.26
04/19/2024	ACH	CEFCU	Payroll Liability 04/01/24 - 04/15/24	550.00
04/19/2024	ACH	Nationwide	Retirement 04/01/24 - 04/15/24	2,782.13
04/19/2024	ACH	Unvested Retirement Account	Retirement 04/01/24 - 04/15/24	340.81
04/19/2024	ACH	IL Dept of Employment Security	IL Unemployment Tax	1,179.65
04/29/2024	ACH	Hinckley Springs	Drinking Water	129.90
04/29/2024	ACH	Pearl Technology	SSL Certificate	49.95
04/29/2024	ACH	PGAV Planners, LLC	Consultants - Local Comp Plans - East Peoria	14,619.88
04/29/2024	ACH	PGAV Planners, LLC	Consultants - Local Comp Plans - Bartonville	1,000.00
04/29/2024	ACH	PGAV Planners, LLC	Consultants - Local Comp Plans - East Peoria	5,663.98
04/30/2024	ACH	Morton Community Bank	Service Charge	16.32
Register			Total Checks	210,332.84

Tri-County Regional Planning Commission
Credit Card Register
APRIL 2024

Date	Employee Card	Vendor	Memo	Amount
04/03/2024	Bruner	American Airlines	Flight to APA Conference - Guevara	577.20
04/03/2024	Bruner	American Planning Association	Registration for APA Conference - Guevara	835.00
04/05/2024	Ulrich	Adobe	Adobe User Subscription - Miller	21.24
04/07/2024	Ulrich	Qbox	QuickBooks File Management	15.00
04/12/2024	Ulrich	USPS	postage	220.00
04/15/2024	Bruner	i3 Broadband	Internet Service	117.48
04/18/2024	Bruner	GovernmentJobs.com	Job Posting	199.00
04/18/2024	Bruner	GovernmentJobs.com	Job Posting	199.00
04/18/2024	Bruner	American Planning Association	Job Posting	195.00
04/18/2024	Bruner	American Planning Association	Job Posting	195.00
04/24/2024	Bruner	APA - IL Chapter	Job Posting	100.00
04/24/2024	Bruner	APA - IL Chapter	Job Posting	100.00
04/25/2024	Bruner	GoToMeeting	GoToMeeting Subscription	129.60
04/26/2024	Bruner	APWA	APWA Conference Registrations	200.00
04/29/2024	Bruner	Adobe	Adobe Subscription - Main Account	182.66
04/30/2024	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	3,286.18

Date	Employee Card	Vendor	Memo	Amount
Register			Total Refunds and Credits	-

RESOLUTION 24-52

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR APRIL 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 April 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 April 2024 are approved.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning
Commission

ATTEST:

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

TRI-COUNTY REGIONAL PLANNING COMMISSION

BUDGET FY25

JULY 2024 - JUNE 2025

Revenue By Project	FY25 Budget Estimate	FY25 Federal	FY25 State	FY25 Local
FY25 IDOT - UPWP	1,093,168.78	874,535.02	218,633.76	-
FY25 MPO Joint Funding - Local Projects (TO BE PROGRAMMED)	31,383.76	-	-	31,383.76
FY25 MPO Joint Funding - Local Projects - Multimodal Network	96,000.00	-	-	96,000.00
FY25 MPO Joint Funding - Local Projects - Safe Streets 4 All	71,250.00	-	-	71,250.00
County Dues from MPO Joint Funding	45,000.00	-	-	45,000.00
FY24 IDOT - UPWP (Remaining Funds)	145,000.00	116,000.00	29,000.00	-
IDOT - Port District Master Plan	220,000.00	176,000.00	44,000.00	-
IDOT - Multimodal Network Inventory and Acquisition	384,000.00	384,000.00	-	-
IDOT - Chillicothe Comprehensive Plan	30,000.00	24,000.00	-	6,000.00
IDOT - Creve Coeur Comprehensive Plan	20,000.00	16,000.00	-	4,000.00
IDOT - Germantown Hills Comprehensive Plan	30,000.00	24,000.00	-	6,000.00
IDOT - Local Comprehensive Plan	30,000.00	24,000.00	-	6,000.00
IDOT - East Peoria Comprehensive Plan	45,000.00	36,000.00	-	9,000.00
IDNR - Water Supply Planning	36,000.00	-	36,000.00	-
5310 FTA	354,166.18	354,166.18	-	-
FHWA - Safe Streets 4 All	285,000.00	285,000.00	-	-
GPSD - GIS	24,000.00	-	-	24,000.00
HSTP - Human Services Transportation Plan	75,000.00	75,000.00	-	-
Kickapoo Creek Watershed Study	45,000.00	-	45,000.00	-
Logan County - GIS	2,500.00	-	-	2,500.00
METEC - HUD Healthy Homes	5,000.00	-	-	5,000.00
Pekin Housing Authority	1,500.00	-	-	1,500.00
Tazewell County - Planning Contract	9,045.00	-	-	9,045.00
Woodford County - GIS	30,000.00	-	-	30,000.00
Interest	750.00	-	-	750.00
Total FY24 Budgeted Revenue	3,108,763.72	2,388,701.20	372,633.76	347,428.76

Expenses	FY24 End of Year Estimate	FY25 Budget Estimate
Amortization Expenses:		
Amortization Expense - Office	33,510.48	29,465.67
Amortization Expense - Copier	5,299.60	5,332.39
Amortization Expense - SBITAs	8,295.30	-
Total Amortization Expenses	47,105.38	34,798.06
Computer Expenses:		
Computer Hardware & Supplies	26,744.36	56,500.00
Computer Software & Services	6,023.65	7,200.00
Total Computer Expenses	32,768.01	63,700.00
Outside Services:		
Computer Support Contracts	43,923.49	49,217.00
Contractual Services	41,849.96	354,166.18
Consultants	820,246.25	1,379,000.00
Total Outside Services	906,019.71	1,782,383.18
Depreciation:	20,025.24	20,368.46
Employee Benefits:		
Health Insurance	89,988.35	87,567.65
Parking	10,954.00	10,710.00
Payroll Taxes	57,074.03	60,316.61
Retirement	35,770.69	88,845.58
Workers Compensation Insurance	1,331.44	1,278.96

RESOLUTION 24-53

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2025 BUDGET.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, routinely seeks funding from a variety of sources to perform projects that are beneficial to the region and/or to the individual communities in the region, and

WHEREAS, the Commission creates and uses a consolidated budget to manage its programs and monitor its finances, and

WHEREAS, the Executive Board recommends the attached budget,

WHEREAS, the Ways and Means Committee has reviewed the FY 2025 Budget and recommends approval.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY 2025 Budget for the period from July 1, 2024, to June 30, 2025, and authorizes the Executive Director to take such actions as necessary to implement the budget within the confines of the Commission policy.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

Memo

To: Personnel Committee thru Commission
From: Eric Miller, Executive Director
Date: May 17, 2024

Subject: Amendment to the Employee Handbook Adjusting Salary Schedule for Full and Part Time Employees

Action needed:
Discussion and action regarding Salary Schedule

Background:

It is the practice of the Commission to review and adjust the Wage and Salary Schedules of the Employee Handbook. This adjustment process is done to keep the Wage and Salary Schedule current and competitive. The adjustment is based several factors including the United States Department of Labor's (USDOL) Consumer Price Index (CPI) and input from other sources such as Commission's salary survey report. The attached report from the DOL indicates that the CPI ending in May 2024 has increased 3.4%. Last year, the schedules were adjusted upward by 4.0%. Based on this information, I recommend the Commission to adjust the wage and salary schedule by 3.5%.

The charts for full-time salaried staff, part-time hourly staff scheduled to work under 1,000 hours in the fiscal year (with no benefits) are attached to this memo.

Full Time Wage and Salary Schedule

The following wage and salary schedule depicts minimum and maximum ranges for FULL-TIME Commission team members. The schedule provides a guide to Executive Director for compensating new employees, as well as providing salary

Position	FY2024		FY2025 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director	To be determined by Commission		To be determined by Commission	
GIS Program Manager	\$82,787.07	\$119,361.00	\$85,684.62	\$123,538.63
Planning Program Manager	\$82,787.07	\$119,361.00	\$85,684.62	\$123,538.63
GIS Manager	\$62,033.62	\$89,720.98	\$64,204.80	\$92,861.21
Senior Planner	\$60,644.02	\$87,432.48	\$62,766.56	\$90,492.61
GIS Project Manager	\$60,644.02	\$87,432.48	\$62,766.56	\$90,492.61
GIS Specialist III	\$54,685.81	\$78,845.94	\$56,599.81	\$81,605.54
Planner III	\$54,685.60	\$78,845.94	\$56,599.60	\$81,605.54
GIS Specialist II	\$48,788.32	\$74,430.35	\$50,495.92	\$77,035.41
Planner II	\$48,788.32	\$74,430.35	\$50,495.92	\$77,035.41
GIS Specialist I	\$41,629.95	\$60,021.34	\$43,087.00	\$62,122.09
Planner I	\$41,629.95	\$60,021.34	\$43,087.00	\$62,122.09
Office Administrator	\$40,814.76	\$62,786.67	\$42,243.27	\$64,984.21

Part Time Wage and Salary Schedule

The following wage and salary schedule depicts minimum and maximum ranges for Commission part-time employees, who are scheduled to work an average of less than 30 hours per week and are not eligible for

Position	FY2024		FY2025 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director				
GIS Program Manager	\$42.42	\$58.81	\$43.91	\$60.87
Planning Program Manager	\$42.42	\$58.81	\$43.91	\$60.87
GIS Manager	\$41.04	\$53.34	\$42.47	\$55.21
Senior Planner/GIS Project Manager	\$39.68	\$51.98	\$41.06	\$53.80
Planner III	\$37.94	\$49.24	\$39.27	\$50.97
GIS Specialist III	\$38.30	\$50.62	\$39.64	\$52.39
Planner II	\$36.93	\$46.50	\$38.22	\$48.13
GIS Specialist II	\$36.93	\$46.05	\$38.22	\$47.66
Planner I	\$32.88	\$40.79	\$34.03	\$42.21
GIS Specialist I	\$32.88	\$40.79	\$34.03	\$42.21
Office Administrator	\$32.82	\$41.04	\$33.97	\$42.47
Secretary	\$27.35	\$32.82	\$28.31	\$33.97
Accountant	\$33.92	\$44.36	\$35.11	\$45.91

RESOLUTION 24-54

A RESOLUTION OF THE TRI- COUNTY REGIONAL PLANNING COMMISSION TO AMEND APPENDIX C (WAGE AND SALARY SCHEDULE FOR FULL-TIME EMPLOYEES, AND APPENDIX C1 (WAGE AND SALARY SCHEDULE FOR PART-TIME EMPLOYEES) OF THE EMPLOYEE HANDBOOK.

WHEREAS, the Employee Handbook includes a schedule of salary ranges for full-time and part-time employees of the Commission, and

WHEREAS, due to inflation and other factors, it is necessary to periodically adjust the salary ranges in an effort to attract and retain a well-qualified staff, and

WHEREAS, Appendices C and C1 of the Employee Handbook were last revised on July 6, 2022, and

WHEREAS, the minimum and maximum salary ranges for Appendix C and C1 are proposed to be adjusted for FY 2025 by 3.5% (attached).

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission approves the increases indicated above to the minimum and maximum salary ranges of Appendix C and C1 of the Wage and Salary Schedules and require that they be placed in the Employee Handbook.

Presented this 5 day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

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



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

Memo

To: Personnel Committee thru Commission

From: Eric Miller, Executive Director

Date: May 17, 2024

Subject: Annual cost of living salary increases for eligible staff

Action Needed Commission:

Discussion and Action regarding FY 25 Cost of living adjustment for eligible full-time and part-time employees.

Background:

It is the practice of the Commission to give cost of living increases to eligible employees at the beginning of the fiscal year (July 1). The cost-of-living increase is based on many factors but closely tied to the Consumer Price Index (CPI). This year the CPI report, attached, has indicated a 3.5% increase over the previous 12 months.

During the development of the FY 2025 budget, a 3.5% increase in the overall salary line item was budgeted by the Commission. This budget number is included in the Unified Planning Work Program (UPWP) which was approved by the Commission and accepted by the Illinois Department of Transportation. I respectfully request authorization to adjust all eligible staff salaries by 3.5%. The 3.5% represents a dollar amount of \$19,950. All salary increases will be effective as of July 1, 2024.



**Transmission of material in this release is embargoed until
 8:30 a.m. (ET) Wednesday, May 15, 2024**

USDL-24-0944

Technical information: (202) 691-7000 • cpi_info@bls.gov • www.bls.gov/cpi
 Media contact: (202) 691-5902 • PressOffice@bls.gov

CONSUMER PRICE INDEX – APRIL 2024

The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.3 percent in April on a seasonally adjusted basis, after rising 0.4 percent in March, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 3.4 percent before seasonal adjustment.

The index for shelter rose in April, as did the index for gasoline. Combined, these two indexes contributed over seventy percent of the monthly increase in the index for all items. The energy index rose 1.1 percent over the month. The food index was unchanged in April. The food at home index declined 0.2 percent, while the food away from home index rose 0.3 percent over the month.

The index for all items less food and energy rose 0.3 percent in April, after rising 0.4 percent in each of the 3 preceding months. Indexes which increased in April include shelter, motor vehicle insurance, medical care, apparel, and personal care. The indexes for used cars and trucks, household furnishings and operations, and new vehicles were among those that decreased over the month.

The all items index rose 3.4 percent for the 12 months ending April, a smaller increase than the 3.5-percent increase for the 12 months ending March. The all items less food and energy index rose 3.6 percent over the last 12 months. The energy index increased 2.6 percent for the 12 months ending April. The food index increased 2.2 percent over the last year.

Chart 1. One-month percent change in CPI for All Urban Consumers (CPI-U), seasonally adjusted, Apr. 2023 - Apr. 2024
 Percent change

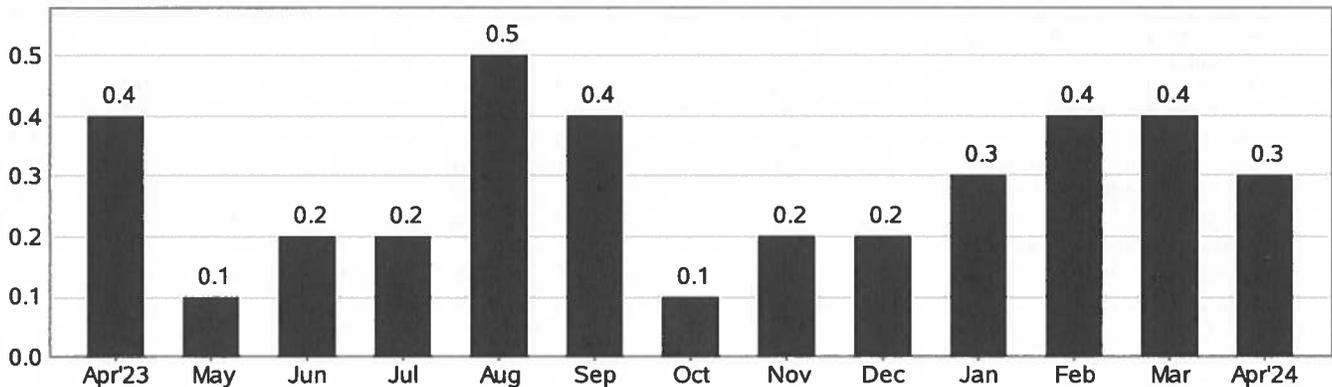


Chart 2. 12-month percent change in CPI for All Urban Consumers (CPI-U), not seasonally adjusted, Apr. 2023 - Apr. 2024
Percent change

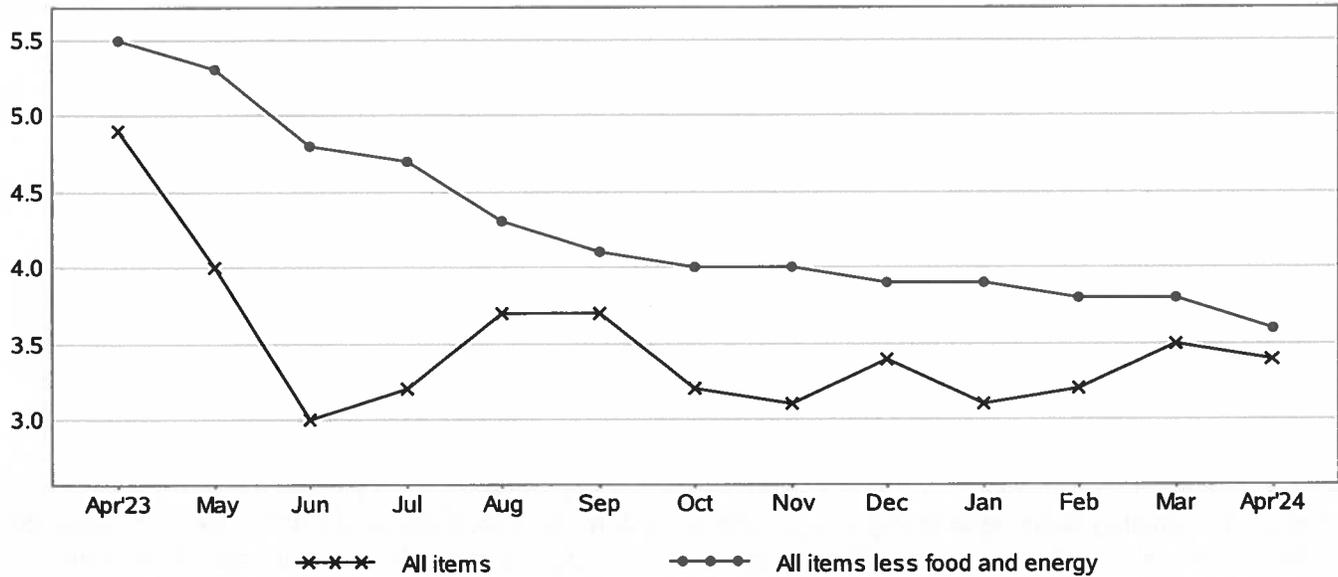


Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un-adjusted 12-mos. ended Apr. 2024
	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024	Apr. 2024	
All items.....	0.1	0.2	0.2	0.3	0.4	0.4	0.3	3.4
Food.....	0.3	0.2	0.2	0.4	0.0	0.1	0.0	2.2
Food at home.....	0.3	0.0	0.1	0.4	0.0	0.0	-0.2	1.1
Food away from home ¹	0.4	0.4	0.3	0.5	0.1	0.3	0.3	4.1
Energy.....	-2.1	-1.6	-0.2	-0.9	2.3	1.1	1.1	2.6
Energy commodities.....	-4.3	-3.8	-0.7	-3.2	3.6	1.5	2.7	1.1
Gasoline (all types).....	-4.3	-4.0	-0.6	-3.3	3.8	1.7	2.8	1.2
Fuel oil.....	-6.4	-1.1	-3.3	-4.5	1.1	-1.3	0.9	-0.8
Energy services.....	0.4	1.0	0.3	1.4	0.8	0.7	-0.7	3.6
Electricity.....	0.4	1.0	0.6	1.2	0.3	0.9	-0.1	5.1
Utility (piped) gas service.....	0.3	1.2	-0.6	2.0	2.3	0.0	-2.9	-1.9
All items less food and energy.....	0.2	0.3	0.3	0.4	0.4	0.4	0.3	3.6
Commodities less food and energy commodities.....	0.0	-0.2	-0.1	-0.3	0.1	-0.2	-0.1	-1.3
New vehicles.....	-0.1	0.0	0.2	0.0	-0.1	-0.2	-0.4	-0.4
Used cars and trucks.....	-0.4	1.4	0.6	-3.4	0.5	-1.1	-1.4	-6.9
Apparel.....	0.0	-0.6	0.0	-0.7	0.6	0.7	1.2	1.3
Medical care commodities ¹	0.4	0.5	-0.1	-0.6	0.1	0.2	0.4	2.5
Services less energy services.....	0.3	0.5	0.4	0.7	0.5	0.5	0.4	5.3
Shelter.....	0.3	0.4	0.4	0.6	0.4	0.4	0.4	5.5
Transportation services.....	0.9	1.0	0.1	1.0	1.4	1.5	0.9	11.2
Medical care services.....	0.2	0.5	0.5	0.7	-0.1	0.6	0.4	2.7

¹ Not seasonally adjusted.

Food

The food index was unchanged in April after increasing 0.1 percent in March. The index for food at home decreased 0.2 percent in April. Three of the six major grocery store food group indexes decreased over the month while the remaining three had price advances. The index for meats, poultry, fish, and eggs decreased 0.7 percent in April, led by a 7.3-percent decline in the index for eggs. The fruits and vegetables index declined 0.8 percent over the month, and the nonalcoholic beverages index fell 0.2 percent.

The index for cereals and bakery products increased 0.6 percent in April, after decreasing 0.9 percent in March. The index for other food at home and the index for dairy and related products both increased 0.1 percent over the month.

The food away from home index rose 0.3 percent in April, as it did in March. The index for limited service meals rose 0.4 percent, and the index for full service meals increased 0.3 percent over the month.

The food at home index rose 1.1 percent over the last 12 months. The index for other food at home rose 1.4 percent over the 12 months ending in April, and the index for fruits and vegetables increased 1.7 percent over the year. The nonalcoholic beverages index increased 2.3 percent over that period. The index for meats, poultry, fish, and eggs rose 1.0 percent over the 12 months ending in April, and the index for cereals and bakery products increased 0.6 percent over the same period. In comparison, the dairy and related products index fell 1.3 percent over the year.

The index for food away from home rose 4.1 percent over the last year. The index for limited service meals rose 4.8 percent over the last 12 months, and the index for full service meals rose 3.4 percent over the same period.

Energy

The energy index rose 1.1 percent in April, the same increase as in March. The gasoline index increased 2.8 percent in April. (Before seasonal adjustment, gasoline prices rose 5.2 percent in April.) The fuel oil index increased 0.9 percent in April. In contrast, the index for natural gas fell 2.9 percent in April, and the index for electricity decreased 0.1 percent over the month.

The energy index increased 2.6 percent over the past 12 months. The gasoline index rose 1.2 percent, and the electricity index increased 5.1 percent over this 12-month span. In contrast, the index for natural gas decreased 1.9 percent over the last 12 months and the index for fuel oil fell 0.8 percent over the same period.

All items less food and energy

The index for all items less food and energy rose 0.3 percent in April. The shelter index increased 0.4 percent in April and was the largest factor in the monthly increase in the index for all items less food and energy. The index for rent rose 0.4 percent over the month, as did the index for owners' equivalent rent. The lodging away from home index decreased 0.2 percent in April, after rising 0.1 percent in March.

The motor vehicle insurance index rose 1.8 percent in April, following a 2.6-percent increase in March. The index for apparel increased 1.2 percent over the month. The indexes for personal care, recreation, and education also increased in April.

The medical care index rose 0.4 percent in April after rising 0.5 percent in March. The index for hospital services rose 0.6 percent over the month, and the index for physicians' services increased 0.1 percent. The prescription drugs index rose 0.2 percent in April.

The index for used cars and trucks fell 1.4 percent in April, following a 1.1-percent decrease in March. Over the month, the household furnishings and operations index fell 0.5 percent, the new vehicles index decreased 0.4 percent, and the airline fares index declined 0.8 percent.

The index for all items less food and energy rose 3.6 percent over the past 12 months. The shelter index increased 5.5 percent over the last year, accounting for over two thirds of the total 12-month increase in the all items less food and energy index. Other indexes with notable increases over the last year include motor vehicle insurance (+22.6 percent), medical care (+2.6 percent), personal care (+3.7 percent), and recreation (+1.5 percent).

Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 3.4 percent over the last 12 months to an index level of 313.548 (1982-84=100). For the month, the index increased 0.4 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 3.4 percent over the last 12 months to an index level of 307.811 (1982-84=100). For the month, the index increased 0.4 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 3.2 percent over the last 12 months. For the month, the index increased 0.4 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for May 2024 is scheduled to be released on Wednesday, June 12, 2024, at 8:30 a.m. (ET).

Technical Note

Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents over 90 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U).

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents approximately 30 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visit, telephone call, web, or app collection by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

RESOLUTION 24-55

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE FY 2024 WAGE ADJUSTMENTS FOR THE FULL-TIME AND PART-TIME STAFF TO BE EFFECTIVE AS OF JULY 1, 2024

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

WHEREAS, it has been customary for the Executive Director beginning July 1 of each fiscal year to provide salary adjustments based on merit and/or a cost-of-living index, and

WHEREAS, the Commission's professional staff has successfully carried out the policies and assignments of the Commission as set out in the FY 2025 Overall Work Program, and

WHEREAS, the FY 2025 Budget includes a 3.5% salary increase for the Commission's staff.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission approves a lump sum amount of \$19,950 for FY 2025 wage increases for the full-time and part-time staff to be distributed by the Executive Director at his discretion.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 24-51

A Resolution of the Tri-County Regional Planning Commission to Adopt the Slate of Officers, Executive Board, Committee Chairpersons and Members for a Period from July 1, 2024-June 30, 2025.

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

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

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

Therefore Be It Resolved By the Commission as Follows: That from July 1, 2024-June 30, 2025, the following shall be the Commission Officers, Executive Board, Committee Chairpersons and Member Appointments:

Executive Board:

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

Personnel Committee:

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

Ways & Means Committee:

Chairman Camille Coates-Peoria
Greg Menold-Tazewell
Autum Jones-Woodford

Nominations:

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

Commission Leadership Rotation*:

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

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

Presented this 5th day of June, 2024

Adopted this 5th day of June, 2024

Greg Menold, Chairman,
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 24-59

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN IT ADMINISTRATION AND WEB HOSTING SERVICE AGREEMENT WITH IT UNIFIED FOR AN AMOUNT NOT TO EXCEED \$14,400.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, offers a wide range of services to its members which require the use of computer hardware and software, and

WHEREAS, IT Unified hosts the Commission's data and web servers and offers regular service and support for the Commission's computer hardware, and

WHEREAS, the Executive Director evaluates the Commission's IT administration and web hosting services on an annual basis to determine if IT Unified continues to meet the Commission needs and goals, and

WHEREAS, the service agreement renewal includes unlimited remote support, IT administration, VoIP phone system, eFAX service, backup internet, and hosting the Commission's website for a monthly fee of \$1,200, and

WHEREAS, adequate funding for these services is included in the Computer Software and Services line item of the FY 2025 budget.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to enter into a service agreement with IT Unified for an amount not to exceed \$14,400.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 24-56

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION APPROVING THE PUBLIC PARTICIPATION PLAN.

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

WHEREAS, urban transportation planning is required of metropolitan planning areas by federal statutes and regulations within the purview of the U.S. Department of Transportation, including Title 23 of the U.S. Code, Section 134 (and its implementing regulations, 23 CFR 450(c)) and Title 49, U.S. Code (Federal Transit Act, as amended); and

WHEREAS, the U.S. Department of Transportation regulations provide for self-certification that the urban transportation planning process is being carried out in conformance with all applicable requirements of Federal law; and

WHEREAS, the U.S. Department of Transportation requires the development of a Public Participation Plan (PPP) for all MPOs in the United States; and

WHEREAS, the PPP delineates organizational responsibilities, operating procedures, and strategies to gain input from and distribute information to the public regarding transportation planning and programming processes; and

WHEREAS, the draft *Public Participation Plan 2024 Update* underwent a 45-day public comment period between Wednesday, April 17, 2024, and Friday, May 31, 2024, in which (1) the draft PPP update was sent to 20 public review locations in the Peoria-Pekin Urbanized Area and was placed on Tri-County Regional Planning Commission’s website, (2) legal notice announcing the public comment period was placed in the Peoria Journal Star and Pekin Daily Times, and (3) notice announcing the public comment period with a link to the draft PPP was posted to the Tri-County Regional Planning Commission’s social media accounts.

THEREFORE, BE IT RESOLVED BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION that the Commission hereby adopts the Public Participation Plan 2024 Update.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 24-57

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE AND ADOPT THE TITLE VI PROGRAM WITH ENVIRONMENTAL JUSTICE CONSIDERATION AND LIMITED ENGLISH PROFICIENCY PLAN.

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, all programs and organizations receiving financial assistance from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are subject to Title VI of the Civil Rights Act of 1964 and U.S. Department of Transportation's implementing regulations, and

WHEREAS, Executive Order 12898 "Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations" builds on to Title VI activities by including the considerations of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes, and

WHEREAS, Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency" states that recipients of federal transportation funds shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English proficient (LEP), and

WHEREAS, Commission assures that no person or group of persons on the basis of race, color, or national origin, gender, socioeconomic status, English proficiency, or disability, are subjected to discrimination in the level and quality of transportation planning programs and activities provided by the MPO, whether federally funded or not, and

WHEREAS, Commission has developed an updated Title VI Program with Environmental Justice Consideration and LEP Plan that meets the requirements of FTA Circular 4702.1B (Title VI) and FTA Circular 4703.1 (Environmental Justice).

THEREFORE, BE IT RESOLVED BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION that the Commission hereby adopts the 2024 Title VI Program with Environmental Justice Consideration and Limited English Proficiency Plan.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



MEMORANDUM

TO: Full Commission

FROM: Technical Committee

SUBJECT: FY 2020 Transportation Alternatives Funding

DATE: June 5, 2024

Action Needed

Approve the reallocation of FY 2020 Transportation Alternatives (TA) funds.

Background Information

In 2019, the Tri-County Regional Planning Commission awarded the City of Washington \$293,959 in FY 2020 TA funding to construct a multiuse path along US Route 24 Business, as no bicycle or pedestrian facilities exist in that location. The local cost share for this project would be \$124,619. Typically, TA funds lapse in three fiscal years following the funding year unless Federally Authorized, so this project's funding is in danger of being rescinded by the US DOT.

Since the award, IDOT has added the reconstruction of US Route 24 Business to their Multi-Year Plan (MYP). The IDOT project was planned to take place before the Washington project to ensure the road reconstruction doesn't remove a newly installed multiuse path. Therefore, the City of Washington has paused their project until IDOT moves forward with the reconstruction. However, the IDOT project timeline has taken longer than anticipated, so the Washington project is in danger of lapsing before both can be finalized.

Technical Recommendation

The Technical Committee discussed this issue at their May meeting and recommended reallocating the FY 2020 TA funds to the current Combined Call for Projects, knowing that IDOT utilizes the oldest funding years for projects and that the City of Washington is not interested in moving forward with the potential of the US Route 24 Business Reconstruction project requiring the removal of the shared-use path.

RESOLUTION 24-58

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE REALLOCATING FISCAL YEAR 2020 TRANSPORTATION ALTERNATIVE SET-ASIDE FUNDS TO THE CURRENT COMBINED CALL FOR PROJECTS.

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

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

WHEREAS, the MPO released a Call for Projects in July 2018 for Fiscal Year (FY) 2018-20 in TA funding and programmed FY 2020 TA allotment of \$293,959 to the City of Washington for the engineering and construction of the US Route 24 Business Shared-Use Path; and

WHEREAS, since the award, IDOT has added the reconstruction of US Route 24 Business to their Multi-Year Plan (MYP), but has not advanced the project forward, resulting in this project delay due to not wanting the path to be removed during the road reconstruction; and

WHEREAS, TA funds lapse in three fiscal years following the funding year unless Federally Authorized, which this timing has passed, meaning this funding can be rescinded; and

WHEREAS, the Technical Committee has recommended reallocating this funding to the current Combined Call for Projects, knowing that IDOT manages the TA funding and uses older monies first and that the City of Washington is not interested in moving forward with the project.

THEREFORE, BE IT RESOLVED BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION that the Commission hereby reallocates the Fiscal Year 2020 Transportation Alternative Set-Aside funding to be included in the current Combined Call for Projects for a shovel-ready project.

Presented this 5th day of June 2024

Adopted this 5th day of June 2024

Greg Menold, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



Call for Projects – FY 2025 Special Transportation Studies

INTRODUCTION

The Tri-County Regional Planning Commission (Tri-County or TCRPC) has programmed approximately \$181,000 of Fiscal Year 2025 Metropolitan Planning Funds for local jurisdictions to undertake special transportation planning projects. Jurisdictions may apply for all or part of the \$181,000 but may not request any additional funding beyond the available amount. Phased projects are eligible, but there is no guarantee that additional funding will be made available in future years.

No match is required, although projects which have local, confirmed match will be given higher consideration. Please provide a resolution or letter committing the local match.

Due to the funding source, projects must be completed by **December 31, 2025**, at the latest.

ELIGIBLE PROJECTS

Funds must be used for transportation planning projects that meet the requirements of the Infrastructure Investment and Jobs Act (IIJA), in particular 23 USC 134. These are the same requirements that the Commission uses under its responsibilities as an MPO.

Examples of eligible projects include:

- Traffic operation – planning studies
- Corridor plans and feasibility studies
- Bicycle/pedestrian plans
- Transit planning, including paratransit
- Air quality planning
- Travel demand modeling or GIS
- Data collection and analysis
- Safety and security planning
- Storm water planning as it applies to transportation
- Congestion management planning
- Multimodal planning
- Passenger rail planning
- Freight planning, including air
- Asset management
- Transportation system management (environmental mitigation)

This is not a complete list of eligible projects. To determine if your project is eligible, please discuss it with staff. Engineering and construction are **NOT** eligible.

USE OF FUNDS

These projects are for consultant-led projects only. TCRPC will follow its procurement policy to select the consultant to ensure that all federal regulations are followed. Funds may be used for travel expenses by the consultant; however, funds may not be used to purchase capital items (e.g., computers).

PROJECT REQUIREMENTS

Project must be completed by December 31, 2025, and must meet one or more goals of the Infrastructure Investment and Jobs Act and/or Long-Range Transportation Plan 2020-2045. Applicants are encouraged, but not required, to include two or more jurisdictions, and provide local match.

PROJECT SCHEDULE

Date	Action
May 15, 2024	Staff releases Call for Projects
June 14, 2024	Project proposals due to staff by 3:30 pm
June 19, 2024	Staff establishes review subcommittee
July 8, 2024	Subcommittee reviews proposals and makes recommendation to Technical Committee
July 17, 2024	Technical Committee makes recommendation for selected project(s) to Commission
August 7, 2024	Commission approves project(s)

APPLICATION PROCEDURE

Applications must include the application questionnaire ([Google Form](#)) and any supporting documents (i.e., Resolution committing local match, letters of support, etc.). Applications are due Friday, June 14, 2024, by 3:30 p.m. and submitted electronically via the [Google Form](#) and emailing supporting documents to funding@tricountyrpc.org.

EVALUATION OF PROJECTS

Evaluation of the projects utilizes the following criteria. Please note the intention of the scoring criteria is meant to inform the Selection Committee's decisions, but not to determine them.

Criterion	Maximum Points
Consistency with Goals of the IIJA and LRTP	40
Regional Significance	40
Local Match	10
Partnership with Other Jurisdiction(s)	10
TOTAL POINTS	100