



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

AGENDA

Ways & Means Committee: July 2, 2025, at 8:30 a.m. - canceled

Tri-County Regional Planning Commission Full Commission / Executive Board (in lieu of Lack of Quorum)

Wednesday, July 2, 2025, at 9:00 a.m.
456 Fulton St, Room 420
Peoria, IL 61602

Microsoft Teams

[Join via computer or smartphone](#)

Meeting ID: 261 763 168 217

Passcode: wjYFKF

Dial in by phone

(929) 346-7201

Phone Conference ID: 549 970 404#

- 1. Call to Order, Welcome, Recognition of Audience**
- 2. Roll Call**
- 3. Public Comment**
- 4. Motion to approve the Meeting Minutes of June 4, 2025**
- 5. Chairman report**
- 6. Executive Director report**
- 7. Ways and Means Report**
 - a. Motion to approve the May 2025 Financial Statements and Billings (Resolution 26-01)
- 8. Administration**
 - a. Motion to approve authorization of the Executive Director to enter into an IT Administration, Web Hosting, and GIS server hosting service agreement with IT Unified (Resolution 26-02)
- 9. Transportation**
 - a. Motion to approve the Transportation Improvement Program Amendments (Resolution 26-03)
 - i. Project S-25-10 Safety Improvements/ Traffic Signal Modernization
 - b. Motion to approve the FY 2026 Special Transportation Studies awards (Resolution 26-04)
- 10. Planning**
 - a. Motion to approve authorization of the Executive Director to enter into an agreement with the selected consultant for the Peoria County Comprehensive Land Use Plan (Resolution 26-05)
- 11. GIS**
 - a. Motion to approve the Executive Director to purchase GIS software maintenance from ESRI and renew two Trimble Virtual Reference Station network subscriptions (Resolution 26-06)
- 12. Updates**
 - a. IDOT
 - b. FHWA
- 13. Other**
 - a. Next meeting is scheduled for August 6, 2025, at 9:00 a.m.
- 14. Adjournment**

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Tri-County Regional Planning Commission strives to provide an environment welcoming to all persons regardless of physical or mental challenges, race, gender, or religion. Please call 309-673-9330 to request special accommodations at least two days in advance.



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

TRI-COUNTY REGIONAL PLANNING COMMISSION
 456 FULTON STREET, SUITE 420
 PEORIA, IL 61602
 Phone: 309-673-9330
www.tricountyrpc.org

Full Commission/Executive Board (in lieu of Lack of Quorum): June 4, 2025, 9:00 a.m.

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Chairman Greg Menold called the meeting to order at 9:01 a.m.

2. Roll Call

Commissioner	Present	Absent	Commissioner	Present	Absent
Amanda Beadles Chillicothe	X		Leon Ricca Bartonville		X
Rita Ali City of Peoria		X	Nate Parrott Morton		X
Patrick Ulrich City of Peoria		X	Autum Jones Woodford Co.	X	
Rick Powers City of Peoria	X		Chuck Nagel Woodford Co.		X
Terry Keogel Creve Coeur	X		Camille Coates Peoria Co.	X	
John Kahl East Peoria	X		Danny Phelan Peoria Co.	X	
Karl Figg Germantown Hills		X	Russ Crawford Tazewell Co.	X	
Matt Wigginton Peoria Heights	X		Greg Menold Tazewell Co.	X	
Mary Burress City of Pekin		X	Don Knox CityLink		X
Lilija Stevens Washington	X		Karen Dvorsky IDOT	X	
James Dillon West Peoria	X				

~ = Virtual participant

Also Present: Ray Lees, Rebecca Eisele, Eric Miller, Michael Bruner, Reema Abi-Akar, Isaiah Hageman, Else Hayes and Lori Reynolds, TCRPC; Doug DeLille, IDOT; Cheryl Budzinski, League of Women Voters; Gary Manier, City of Washington; ~Heidi Thomas, Lochmueller Group.

3. Public Comment

Chairman Greg Menold welcomed new Peoria Heights Mayor Matthew Wigginton and new Washington Mayor Lilija Stevens. Both stated they were happy to be a part of the Commission.

4. Motion to Approve the Meeting Minutes of May 7, 2025

John Kahl moved to approve the May 7, 2025 meeting minutes, seconded by Russ Crawford.
Motion carried.

5. Chairman Report

Chairman Greg Menold stated his heartfelt thanks to the commissioners and staff for the help and support, and his appreciation for all their hard work and preparedness during his time as chairman.

6. Executive Director report

Eric Miller reported the following:

- He attended the MPO meeting in Springfield the previous day, discussed ADA transition planning. Reach out if your community needs assistance.
- Executive orders seemed to have calmed down for now.
- IAJA reauthorization is coming up, communicate with your legislators to have your voice heard.
- IDOT spend-down
- Peoria County Comp Plan and IL 29 Study submissions are being approved.
- Presented at Morton EDC collaboration, have extended invitation to other communities and EDCs to let them know TCRPC is available.

7. Ways and Means Report

a. Motion to approve the April 2025 Financial Statements and Billings (Resolution 25-65)

Camille Coates motioned to approve the April 2025 Financial Statements and Billings. Autum Jones seconded the motion.

Rebecca Eisele reported the following:

- Total Operating Cash at the end of the month was approximately \$978k. Operating cash increased by \$48k in April, compared to March.
- Total Accounts Receivable balance at the end of the month was \$305k. Of the A/R balance, \$252k was federal funds, \$44k was state funds, and \$9k was local funds.
- Accounts Payable balance at the end of the month was \$98k, and of that amount there was \$95k in unpaid pass-through expenses as of the end of April. The remaining \$3k Accounts Payable balance at the end of April was for regular bills.
- Total Revenue for April was \$156k.
- Total Expenses for April were (\$164k).
- April ended with a deficit of approximately (\$7k).
- Approximately (\$60k) of local TCRPC funds have been used in FY25 for local matching funds for grants.
- Fiscal Year 2025 has a surplus of approximately \$155k.

Rick Powers asked if the Commission sees any problems with funding cuts. Eric Miller said at this point he doesn't see any direct impact, and it would have been brought up at the MPO meeting in Springfield if a problem was anticipated. Everyone seems to have a 'wait and see' attitude.

Motion carried.

b. Motion to approve the FY26 Budget (Resolution 25-62)

Camille Coates motioned to approve the FY26 Budget. John Kahl seconded the motion.

- Eric stated this the same budget that was handed out as a draft last month. No change at all. Executive board reviewed and Ways & Means has recommended it. Positive, healthy budget, \$151,000 surplus.

Motion carried

8. Administration

a. **Motion to approve an amendment to the Employee Handbook, Parental Leave policy (Resolution 25-64)**

Terry Keogel motioned to approve an amendment to the Employee Handbook, Parental Leave policy. Matt Wigginton seconded the motion.

Eric Miller reported that shortly after the approval of this policy last month, a conflict was discovered in the language that would prevent an employee from applying for short term disability until they used all their PTO. The employee should be able to apply anytime during their leave. Executive committee has reviewed and recommended the change, retroactive to May 7 when the original resolution was signed. Motion carried, with John Kahl and Russ Crawford voting nay.

b. **Motion to approve IMRF Resolution allowing buy-back of out-of-state time (Resolution 25-48)**

John Kahl motioned to approve IMRF Resolution allowing buy-back of out-of-state time. Danny Phelan seconded the motion.

- Eric Miller stated that IMRF requires a separate resolution for each situation, and this does not set a precedent. There is a fractional cost to the Commission for this particular individual's request.
- Rick Powers asked if a policy could be developed that is litigation-proof.
- Russ Crawford stated that we don't know what's going to happen in the future, each case is handled individually.
- Matt Wigginton suggested that it be a consideration during the hiring process.

Motion carried.

9. Transportation

a. **Motion to approve programming of redistributed TIFIA funds to Transportation Alternative Set-Aside funds (Resolution 25-69)**

Reema Abi-Akar presented the following:

- Tri-County received a letter from IDOT (included in the packet) allocating \$75,455 in TIFIA redistribution funds for the Transportation Alternatives (TA) program, specifically for Transportation Management Areas (TMAs).
 - TMAs are urbanized areas with populations over 200,000, as designated by the U.S. Census Bureau.
- During the recent Combined Call for Projects, TA funding was awarded to:
 - City of Peoria's Pioneer Parkway Multiuse Path
 - Village of Peoria Heights' Glen Avenue ADA Improvements
 - Of these projects, the Peoria Heights project was underfunded by \$115,756 (requested \$876,305; received \$760,549).
- The Technical Committee previously recommended partial funding for the Peoria Heights project and stated that any future TA funds would be considered for programming this project.
- Now that we have additional funding to use, applying the \$75,455 in TIFIA redistribution funds to the Peoria Heights project would reduce the funding shortfall to \$40,301.
- At the last technical meeting on May 21st, the Committee recommended this allocation to the Village of Peoria Heights Glen Ave ADA project, and in the next agenda item, we will vote to amend the TIP to reflect additional federal funding for Project PH-26-01.

Motion carried.

b. Motion to approve the Transportation Improvement Program (TIP) Amendments (Resolution 25-70)

Autum Jones motioned to adopt the Human Service Transportation Plan (HSTP) Region 5 Update. Danny Phelan seconded the motion.

Michael Bruner presented the following:

- i. Project S-26-10 Traffic Signal Upgrades
 - The project is to install new traffic signal controllers, battery backup systems, and CCTV cameras at various locations in IDOT District 4.
 - The Carbon Reduction Program is being utilized by the State to fund this project at 80%.
 - The project is being added to the FY 2026 program and is currently scheduled for the 8/1/2025 letting.
- ii. Project S-26-11 Highway Lighting Upgrades
 - The project is making upgrades to lighting from HPS to LED luminaries on existing light towers, poles, and underpass luminaries along I-74 from Sterling Ave to the Illinois River.
 - The Carbon Reduction Program is being utilized by the State to fund this project at 80%.
 - The project is being added to the FY 2026 program and is currently scheduled for the 9/19/2025 letting.
- iii. Project S-26-12 Highway Lighting Upgrades
 - The project is making upgrades to lighting from HPS to LED luminaries on existing light towers, poles, and underpass luminaries along I-74 from Knoxville Ave to Washington St. in East Peoria.
 - The Carbon Reduction Program is being utilized by the State to fund this project at 80%.
 - The project is being added to the FY 2026 program and is currently scheduled for the 9/19/2025 letting.
- iv. Project PH-26-01 Glen Ave ADA Ramps
 - This amendment involves increasing the federal allotment by \$75,455 for a total of \$836,004.
 - The previous funding shortfall was \$115,756, and with this amendment, it would be \$40,301.
 - The updated funding split increased the total federal funding from 67% to 74% and reduced the local contribution from 33% to 26%
 - The Federal funds are as follows:
 - 58% Transportation Alternatives,
 - 9% STBG, and
 - 7% TIFIA-TA.
 - The total project cost is \$1,132,881.04.

Motion carried.

b. Motion to adopt the Tri-County Comprehensive Safety Action Plan (Resolution 25-71)

Russ Crawford motioned to approve the Tri-County Comprehensive Safety Action Plan. John Kahl seconded the motion.

Reema Abi-Akar introduced Heidi Thomas from Lochmueller Group, who virtually presented the following:

- 8 Step Process funded by Safe Streets 4 All program to reduce the number of fatal and serious injuries within the region – combined crash data and other analysis. Ultimate goal is to make all streets in the tri-county region safer for all users
 - Steering Committee – FHWA, IDOT, law enforcement, city/village reps, safety advocates, TCRPC staff, business and educational institutions.

- Safety Analysis – uses historical data of fatal and serious injury crashes, and vulnerable road users – pedestrians, cyclists, wheelchairs, scooters – without the armor of a vehicle. This analysis results in the High Injury Network per county – strategic locations where the most impact can be made.
- Equity Impact Analysis – users can't afford a car, vulnerable road users, where can the most impact be made
- Engaging the Community with open houses, surveys
- Best Management Practice - review policies to identify gaps
- Identify safety projects and strategies – Safety Toolkit - strategic, low-cost countermeasures
- Project Prioritization for the region, and a list for each county
- Progress reporting and commitment to Vision Zero – eliminate traffic deaths and serious injuries by 2050.
- When questions come up like 'are rural areas more risky than urban areas,' the communities will decide what they want to apply for.
- Matt Wigginton asked what is the lifespan of a Safety Action Plan
 - Doug DeLille explained that if the plan is five years old, it's considered outdated.
 - Michael Bruner stated the data is updated every year.
- https://www.dropbox.com/scl/fi/2ztnvow24l5i5uq0ufq59/Tri-County-Safety-Action-Plan-2025_DRAFT.pdf?rlkey=0am1f5tcvia7nofbp8lsx8err&e=1&st=87598oib&dl=0

c. Discussion of the formation of a Special Transportation Safety Committee

Michael Bruner presented the following:

- This committee is a result of the Comprehensive Safety Action Plan that we just approved.
- This would solidify our commitment to an ongoing consideration for traffic safety.
- We anticipate quarterly meetings, and the members would include:
 - Law enforcement
 - First responders
 - Insurance companies
 - Other related safety personnel
- We are working on creating bylaws for this group.
- At this point, this is just a discussion, as we have not formalized this group
 - We will most likely suggest using our existing Project Steering Committee and will ultimately bring a formal recommendation to this body for approval.
- Because of this we have not begun reaching out to current Steering Committee members or new potential members yet.
 - Let us know if you have further comments or questions.

10. Updates

a. FY 2026 Special Transportation Studies

Michael Bruner presented the following:

- Tri-County released a Call for Projects for member jurisdictions to apply for consultant-led special transportation studies.
 - The Call was released on April 16, 2025, and projects were due to staff by May 16, 2025
 - For FY 2026, the Commission set-aside \$135,000 of its PL funding for these projects.
- Staff received a total of four applications
 - City of Chillicothe - \$65,000 – Sidewalk Inventory and Priority Development for Repairs and Expansion
 - City of East Peoria - \$40,000 – Stormwater Management System Phase 3
 - Village of Germantown Hills - \$50,000 – Active Transportation Plan
 - City of Peoria - \$100,000 – Pavement Condition Index (PCI) Rating Update

- A project selection committee has been compiled, and next Monday, these volunteers will review the four applications and help provide a recommendation for Technical to consider at their June meeting.

b. **IDOT** – Doug DeLille stated the HSIP submission for projects is due on the 20th, SS4A due at the end of June. It will possibly be August for the call for projects for the Safe Routes to Schools program at the state level this year. You'll probably see a bump in what your STBG amounts are because of the TIFIA redistribution. The Fall Planning Conference is Oct 22-24 at the Wyndham in Moline.

c. **FHWA** – no report

11. Other

a. **Motion to approve Recognition of Outgoing Commissioners (Resolutions 25-66 and 25-67)**

Matt Wigginton motioned to approve Recognition of Outgoing Commissioners. James Dillon seconded the motion.

Eric Miller stated that the staff and Commissioners wanted to recognize the great work and participation put in by Gary Manier and Mike Phelan during their time on the Commission. Motion carried.

b. **Motion to approve Recognition of Outgoing Chairman (Resolution 25-68)**

Autum Jones motioned to approve the Recognition of Outgoing Chairman. Danny Phelan seconded the motion.

Eric Miller stated that Greg Menold is not leaving us, he will still be serving as a representative for Tazewell County, but we wanted to let him know we appreciate his service, guidance, and leadership over the last two years.

Motion carried

c. Next meeting is scheduled for July 2, 2025, at 9:00 a.m.

12. Adjournment

Autum Jones motioned to adjourn. James Dillon seconded the motion, and the meeting adjourned at 10:15 a.m.

Submitted by Eric Miller, Executive Director

Recorded and transcribed by Lori Reynolds, Office Administrator

To: Members of the Commission
 From Eric W. Miller, Executive Director
 Date: June 26, 2025
 Subject: Executive Director Report for June, 2025

Project	Activity	Status
Administrative		
Headlines		
	Monitored Presidential Executive Orders regarding Federal Transportation Bill Funding	Ongoing
	Attended Pekin Chamber of Commerce Transportation Committee	Ongoing
	Discussion with EPA regarding Brownfields Assessment Grant and administrative costs	Ongoing
	Attended City of Peoria State of the City meeting	Ongoing
	Attended IDOT MPO Executive Director meeting in Springfield	Ongoing
	Attended Passenger Rail Leadership Meeting	Ongoing
	Attended ILARC Board of Directors Meeting	Ongoing
Personnel		
	Internal update to Salary and benefits study	Complete
	Updates to Employee Handbook as a result for input from Personnel Committee	Ongoing
Website		
	Content review of website.	Ongoing
Planning issues		
Illinois River Issues		
	Started Discussion regarding Regional Strategic Planning Session on the Environment	Ongoing
	Met with USACE and local stakeholders re: beneficial use of dredge material	
HUD Healthy Homes		
	Work Ongoing	Ongoing
Water Supply Planning		
	Work has commenced	Ongoing
Watershed Planning		
	Kickapoo Creek Watershed Plan, work is ongoing	Ongoing
EPA Brownfield Assessment		
	Work has commenced	Ongoing
Peoria County Comp Plan		
	Consultant Selection	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		
	contract extension executed	Ongoing
MPO/Transportation		
Technical Committee		
	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program		
	FY 25 TIP amendments	Ongoing
	Creation of web based TIP document	Ongoing
2045 Long Range Transportation Plan Update		
	Plan is adopted	Ongoing
Highway Safety Improvement Program Guardrails		
	Engineering phase complete, working on continued complete funding for project	Ongoing
	Submitted IL HSIP Grant for continued guardrail funding.	
Active Transportation Planning		
	Work with various Stakeholders, coordination of planning efforts	ongoing
Safe Streets for All SS4A plan		
	SS4A action plan adopted	Complete
	Developing structure for ongoing transportation Safety Committee	Ongoing
Special Transportation Studies		
FY24		
IL29 Viaduct CBA		
	Project Completed	Complete
Germantown Hills Trail feasibility Study		
	Project Completed	Complete
Peoria Heights Active Transportation Plan		
	Project Completed	Complete
Waverly Ave Traffic Study		
	Project Completed	Complete
FY25		
Bartonville Active Transportation plan		
	Work has commenced	Ongoing
City of Peoria Bike Plan update		
	Work has commenced	Ongoing
City of East Peoria Storm Sewer Inv.		
	Work has Commenced	Ongoing
Peoria Heights Parking Study		
	Work has commenced	Ongoing
State Planning and Research projects		
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning		
	Project Ongoing	Ongoing
Regional Community Planning		
	Project underway/ Executed No Cost contract extension with IDOT	Ongoing
East Peoria		
	Project Underway	Ongoing
Bartonville		
	Plan adopted by Village	Complete

Creve Coeur	Plan adopted by Village	Ongoing
Germantown Hills	Project Underway	Ongoing
Village of Brimfield	Project Underway	Ongoing
FY 24 State Planning and Research Funding	Bike and Ped counting equipment and consultant for Traffic Signal data collection-	Ongoing
	Consultant selection complete/ Negotiating Contract Scope, Equipment acquired	
FY25 State Planning and Research Funding		
IL 29 Multimodal Study	Scope Development. Consultant Procurement	Ongoing
HSTP/Transportation		
5310 program Grant		Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing

MAY 2025 Financial Summary Full Commission

	May-25	April-25	FY25 YTD
Net Income / (Loss)	(10,576)	(6,460)	145,161

	May-25	April-25	FY25 YTD
Internal Funds Used for FHWA SS4A Plan	(9,165)	(4,901)	(44,068)
Internal Funds Used for IEPA Kickapoo Creek Study	(2,730)	(3,594)	(16,601)
Internal Funds Used for Multimodal Network	-	(1,537)	(11,537)
TOTAL INTERNAL FUNDS USED - FY25	(11,894)	(10,032)	(72,206)

Page 1 Monthly Financial Summary

Page 2 PPUATS Joint Funding Account Summary

Page 3 Balance Sheet

	May-25	April-25	Increase / (Decrease)
Operating Cash	1,005,090	977,696	27,394
Joint Funding Account	627,974	632,157	(4,183)
Other Restricted Accounts	8,916	8,915	1
All Unrestricted and Restricted Cash	1,641,980	1,618,768	23,212

	May-25	April-25	Increase / (Decrease)
Accounts Receivable			
Total Accounts Receivable	296,743	364,729	(67,986)
Total Federal Receivables	254,166	311,798	(57,632)
Total State Receivables	38,104	43,590	(5,487)
Total Local Receivables	4,473	9,341	(4,867)

	May-25	April-25	Increase / (Decrease)
Accounts Payable			
Total Accounts Payable at EOM	121,049	156,741	(35,692)
A/P to be billed - Pass-throughs	119,798	153,277	(33,480)
A/P indirect costs	1,252	3,464	(2,212)

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

Page 5 Income Statement

	May-25	April-25	Increase / (Decrease)
Current Income	110,873	213,727	(102,854)
Current Expenses	(121,450)	(220,188)	98,738
Net Income / (Loss)	(10,576)	(6,460)	(4,116)

	May-25	April-25	Increase / (Decrease)
Staff Time			
Regular Working Days	21.00	21.00	-
Paid Holidays	1.00	1.00	-
PTO Used (Hours)	116.25	63.50	52.75

Page 6 Checking Account Register of Expenses Paid

Page 7 Credit Card Register of Expenses Paid

MAY 2025

PPUATS Joint Funding Account Summary

	Current Month	Previous Month
	May-25	April-25
Account Balance	627,974	632,157

Account Income	May-25	April-25
Joint Funding Payments Received	9,546	-
Interest Income	53	52
Monthly Income	9,599	52

Account Expenses	May-25	April-25
Peoria, Tazewell, Woodford - Member Dues**	(3,750)	(3,750)
Kickapoo Creek - Local Match	(3,594)	(1,950)
Multimodal Network - Local Match	(1,537)	-
Safe Streets 4 All - Local Match	(4,901)	(8,176)
Monthly Expenses	(13,782)	(13,876)

FY25 Joint Funding Summary	Received	Due
Total Joint Funding	\$ 243,634	\$ -
City Link	3,800	-
City of Chillicothe	3,417	-
City of East Peoria	12,539	-
City of Pekin	17,696	-
City of Peoria	63,102	-
City of Washington	8,963	-
City of West Peoria	2,377	-
Peoria County	53,661	-
Tazewell County	42,451	-
Village of Bartonville	3,315	-
Village of Creve Coeur	2,752	-
Village of Germantown Hills	1,903	-
Village of Morton	9,546	-
Village of Peoria Heights	3,295	-
Woodford County	14,817	-

Tri-County Regional Planning Commission
Balance Sheet
As of May 31, 2025

	May 31, 25	Apr 30, 25	May 31, 24
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted	1,005,090	977,696	1,025,321
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	627,974	632,157	488,617
11310 · MCB Checking - IL MPO Adv.	-	-	19,238
11410 · MCB Savings - Unvested Retirement	7,386	7,385	12,704
Total 11000 · Cash - Restricted	636,890	641,072	522,089
Total Checking/Savings	1,641,980	1,618,768	1,547,410
Accounts Receivable	296,743	364,729	272,947
Other Current Assets	18,040	18,555	16,495
Total Current Assets	1,956,762	2,002,052	1,836,853
Fixed Assets	37,270	39,284	15,960
Other Assets	132,476	135,465	17,139
TOTAL ASSETS	2,126,508	2,176,800	1,869,952
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	121,049	156,741	157,467
Other Current Liabilities			
21000 · Accrued Expenses	2,848	2,492	2,377
21100 · Accounts Payable - Employees	2,841	732	2,368
22000 · Employer Liabilities	114,847	114,143	107,763
23000 · Unearned Revenue	39,716	44,192	39,713
28000 · Current Lease Liab. - Office Sp	2,259	4,506	2,933
28001 · Current Lease Liab. - Copier	470	940	439
Total Other Current Liabilities	162,981	167,005	155,593
Total Current Liabilities	284,030	323,746	313,060
Long Term Liabilities	133,144	133,144	14,152
Total Liabilities	417,174	456,890	327,211
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	1,357,723	1,357,723	1,089,308
Net Income	145,161	155,737	246,982
Total Equity	1,709,334	1,719,910	1,542,740
TOTAL LIABILITIES & EQUITY	2,126,508	2,176,800	1,869,952

Tri-County Regional Planning Commission
Statement of Cash Flows

May 2025

	May 25	Jul '24 - May 25
OPERATING ACTIVITIES		
Net Income	(10,576)	145,161
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	22,047	123,281
13001 · Accrued Receivables	45,939	(6,285)
15000 · Prepaid Expenses	516	(3,462)
20000 · Accounts Payable	(35,692)	(40,422)
21000 · Accrued Expenses	356	348
21100 · Accounts Payable - Employees	2,109	2,316
22100 · Accrued Wages Payable	(949)	259
22200 · Accrued Vacation/Personal Time	1,711	4,634
22300 · Unvested Retirement	-	(5,838)
22503 · FICA & Medicare	(73)	16
22504 · IL Unemployment Taxes	9	(179)
22516 · IMRF - Commission	-	4,088
22520 · United Way	7	(7)
23101 · Deferred Revenue - IDOT	(4,477)	35,682
23210 · Kickapoo Creek Watershed-Local	-	(2,935)
28000 · Current Lease Liab. - Office Sp	(2,247)	2,259
28001 · Current Lease Liab. - Copier	(470)	470
Net cash provided by Operating Activities	18,209	259,386
INVESTING ACTIVITIES		
17100 · Computer Equipment	-	(38,858)
17101 · Accum. Deprec. - Computers	2,014	18,656
19000 · Right of Use - Office Space	2,517	(123,081)
19001 · Right of Use - Copier	472	4,507
Net cash provided by Investing Activities	5,003	(138,775)
FINANCING ACTIVITIES		
29000 · Lease Liability - Office Space	-	123,910
29001 · Lease Liability - Copier	-	(4,918)
Net cash provided by Financing Activities	-	118,992
Net cash increase for period	23,212	239,603
Cash at beginning of period	1,618,768	1,402,377
Cash at end of period	1,641,980	1,641,980

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

May 2025

	May 2025		FY25 - CURRENT	FY24 - PREVIOUS
	CURRENT Month	Previous Month	YTD	YTD
	May 25	Apr 25	Jul '24 - May 25	Jul '23 - May 24
Ordinary Income/Expense				
Income				
41000 · Federal Grants and Awards	90,047	186,021	1,687,406	1,510,977
42000 · State Grants and Awards	19,097	20,985	255,008	283,297
43000 · Local Matching Contributions	(872)	2,590	261,584	277,793
44000 · Charges for Services	2,481	4,011	39,053	53,983
46000 · Interest Income	121	121	1,229	1,059
47000 · Other Income	-	-	0	-
Total Income	110,873	213,727	2,244,279	2,127,108
Gross Profit	110,873	213,727	2,244,279	2,127,108
Expense				
60500 · Amortization Expense	2,989	2,989	33,127	43,877
61000 · Computer Expenses	1,420	1,676	34,269	27,220
61500 · Outside Services	24,704	123,280	969,234	877,955
62000 · Depreciation	2,014	2,014	18,656	18,356
63000 · Employee Benefits	20,954	21,656	233,485	177,894
63400 · Interest Expense	715	728	7,743	1,006
63500 · Office Administration	1,528	2,773	18,559	18,701
64000 · Miscellaneous	61	122	6,517	8,221
65000 · Professional Fees	714	1,584	34,574	31,864
65500 · Facility Costs	867	1,017	13,230	7,647
66000 · Salaries and Wages	64,736	61,864	710,778	645,530
66500 · Training & Education	475	-	8,461	2,557
67000 · Travel	274	486	10,486	19,298
Total Expense	121,450	220,188	2,099,119	1,880,126
Net Ordinary Income	(10,576)	(6,460)	145,161	246,982
Net Income	(10,576)	(6,460)	145,161	246,982

**Tri-County Regional Planning Commission
Check Register - Operating Account
MAY 2025**

Date	Num	Name	Memo	Amount
05/01/2025	1578	City of Peoria	Rent - 05/2025	2,950.00
05/01/2025	1579	Blue Cross Blue Shield of Illinois	Health Insurance - 05/2025	10,455.29
05/05/2025	ACH	Staff - Payroll	Payroll 04/16/25 - 04/30/25	23,129.46
05/05/2025	ACH	Department of the Treasury	Payroll Taxes 04/16/25 - 04/30/25	7,595.52
05/05/2025	ACH	Illinois Department of Revenue	Payroll Taxes 04/16/25 - 04/30/25	1,516.01
05/05/2025	ACH	CEFCU	Payroll Liability 04/16/25 - 04/30/25	50.00
05/05/2025	ACH	Nationwide Retirement	Nationwide Retirement - 04/16/25 - 04/30/25	1,225.00
05/05/2025	ACH	IMRF	IMRF Pension Payment - 04/16/25 - 04/30/25	5,059.28
05/13/2025	ACH	Delta Dental	Dental Insurance	474.70
05/13/2025	ACH	Guardian	Life, Disability, and Vision Insurance	538.03
05/13/2025	ACH	Heartland Parking	Parking Validations	75.00
05/13/2025	ACH	Heyl Royster	Legal Fees	603.90
05/13/2025	ACH	IT Unified	Monthly Services	2,126.00
05/13/2025	ACH	Lochmueller Group	Consultant Services - FHWA SS4A	24,505.89
05/13/2025	ACH	RK Dixon	Copier Fee	21.86
05/13/2025	ACH	The Cleaning Source	Office Cleaning, Carpet Cleaning	360.00
05/13/2025	ACH	Verizon Wireless	Phones	336.55
05/13/2025	ACH	WSP USA, Inc.	Consultant Services - IDOT SPR Port Dist	9,489.53
05/20/2025	ACH	Staff - Payroll	Payroll 05/01/25 - 05/15/25	20,219.27
05/20/2025	ACH	Department of the Treasury	Payroll Taxes 05/01/25 - 05/15/25	6,608.40
05/20/2025	ACH	Illinois Department of Revenue	Payroll Taxes 05/01/25 - 05/15/25	1,338.98
05/20/2025	ACH	CEFCU	Payroll Liability 05/01/25 - 05/15/25	50.00
05/20/2025	ACH	Nationwide Retirement	Nationwide Retirement - 05/01/25 - 05/15/25	1,625.00
05/20/2025	ACH	IMRF	IMRF Pension Payment - 05/01/25 - 05/15/25	4,545.48
05/26/2025	ACH	Morton Community Bank	Bruner - Payment for CC Charges	517.79
05/26/2025	ACH	Morton Community Bank	Reynolds - Payment for CC Charges	1,420.67
05/29/2025	1580	Northwest PA Mobility Alliance	Conference Registration - Abi-Akar - HSTP	475.00
05/29/2025	1581	Urbnkind	Marketing/Outreach Materials	4,500.00
05/29/2025	1582	Xerox Financial Services	Copier Lease	481.43
05/29/2025	1583	GateHouse Media	Legal Notices	122.00
05/29/2025	1584	Baxter & Woodman, Inc.	Consultant Services - IEPA Kickapoo Creek	5,103.00
05/30/2025	ACH	Fishbeck Engineers, Inc.	Consultant Services - IDOT FY25 UPWP	2,000.00
05/30/2025	ACH	Heartland Parking	Monthly Parking	937.00
05/30/2025	ACH	Heyl Royster	Legal Fees	713.70
05/30/2025	ACH	Hinckley Springs	Water for Office	108.90
05/30/2025	ACH	Lochmueller Group	Consultant Services - Multimodal Network	7,683.19
05/30/2025	ACH	PGAV Planners, LLC	Consultant Services - Local Comp Plans	1,659.95
05/30/2025	ACH	Staples	Office Supplies	141.42
05/30/2025	ACH	Verizon Wireless	Phones	336.55
05/30/2025	ACH	WEX Bank	Fuel for Commission Vehicle	56.19
05/31/2025	ACH	Morton Community Bank	Service Charge	14.73
Register			Total Checks	151,170.67

**Tri-County Regional Planning Commission
Credit Card Register
MAY 2025**

Date	Employee Card	Vendor	Memo	Amount
05/06/2025	Abi-Akar	ICMA	Conference Registration - Hayes	300.00
05/06/2025	Abi-Akar	Chicago Downtown Hotel	Conference Travel - Hayes	792.46
05/08/2025	Bruner	Qbox	QuickBooks File Management	20.00
05/12/2025	Reynolds	Amazon	Office Supplies	117.54
05/13/2025	Bruner	i3 Broadband	Internet Service	117.48
05/23/2025	Bruner	Woodford County Journal	Legal Notices	60.88
05/28/2025	Reynolds	Lowe's	Office Supplies	16.45
05/30/2025	Bruner	Adobe	Adobe Subscription - Main Account	200.71
05/31/2025	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	1,625.52

Date	Employee Card	Vendor	Memo	Amount
05/06/2025	Bruner	GoToMeeting	Annual Subscription REFUNDED	-126.40
Register			Total Refunds and Credits	(126.40)

RESOLUTION 26-01

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR MAY 2025

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 May 2025 and recommends that the Commission approve said reports.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission accepts and approves the financial reports and cash disbursements for May 2025.

Presented this 2nd day of July 2025

Adopted this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 26-02

A RESOLUTION OF THE TRI COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN IT ADMINISTRATION, WEB HOSTING, AND GIS SERVER HOSTING SERVICE AGREEMENT WITH IT UNIFIED.

WHEREAS, the Tri County Regional Planning Commission, hereafter referred to as the Commission, provides a wide range of services, including geographic information system (GIS) support and data hosting services, to its members and GIS server partners, which require the use of computer hardware and software; and

WHEREAS, in addition to providing regular service and support for the Commission's computer hardware, IT Unified hosts the Commission's data, web servers, and GIS server; and

WHEREAS, the Executive Director annually evaluates the Commission's IT administration and web hosting services to determine whether IT Unified continues to meet the Commission's operational needs and goals; and

WHEREAS, the service agreement renewal includes the following components: IT Administration and Web Hosting, GIS Server Hosting and Maintenance, Cybersecurity Services, and Microsoft 365 Subscription; and

WHEREAS, IT Administration and Web Hosting, including unlimited remote support, IT administration, VoIP phone system, eFax service, backup internet, and hosting of the Commission's website with upgraded performance, at a monthly fee of \$1,215; and

WHEREAS, GIS Server Hosting and Maintenance, including server management, backups, firewall management with required hardware, and remote VPN access, at a monthly fee of \$875; and

WHEREAS, Cybersecurity Services, including Harmony Advanced Protect Email Spam Filtering and cybersecurity phishing campaigns, at a monthly fee of \$81; and

WHEREAS, Microsoft 365 Subscription, to support the Commission's email and word processing needs, at an annual fee of \$1,728; and

WHEREAS, adequate funding for these services is included in the Computer Software and Services line item of the Commission's FY 2026 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 the provision of IT Administration and Web Hosting at a monthly cost of \$1,215, GIS Server Hosting and Maintenance at a monthly cost of \$875, Cybersecurity Services at a monthly cost of \$81, and Microsoft 365 Subscription at an annual cost of \$1,728.

Presented this 2nd day of July 2025

Adopted on this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 26-03

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE AMENDMENT TO THE FISCAL YEAR 2025-2028 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 Urban Area; and

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

WHEREAS, the Commission has developed the Fiscal Year 2025 – 2028 Transportation Improvement Program, hereafter referred to as the 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 TIP lists all federally funded transportation projects in the Metropolitan Planning Area (MPA) programmed within the four-year plan horizon and warrants the metropolitan transportation planning process follow all applicable state and federal requirements; and

WHEREAS, the Technical Committee recommended approval of the TIP on July 17, 2024, and the Commission authorized the adoption on August 7, 2024; and

WHEREAS, the Commission has received a request to amend the TIP by adding, deleting, or revising project(s) as shown in Attachment A; and

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

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission herewith amends the Fiscal Year 2025–2028 Transportation Improvement Program as detailed in Attachment A.

Presented this 2nd day of July 2025

Adopted this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

Attachment A
FY 2025-28 Transportation Improvement Program
TIP Amendment Request Form

Title	TIP #	Section #	Location	Action	Source	Share	Cost
Safety Improvements / Traffic Signal Modernization	S-25-10		Intersection of US-150 (War Memorial Dr) and Willow Knolls Rd	Traffic signal replacement/improvements, eastbound turn lane extension, southbound turn lane addition	HSIP	90%	\$ 857,000.00
						0%	
						0%	
						0%	
					State	10%	\$ 95,000.00
					Local	0%	
					Total		\$ 952,000.00
Requesting agency:		Illinois Dept. of Transportation					
Reason for amendment:		Moved to FY 2026 program; action updated to include turn lane addition; increased HSIP funding by \$497,000. Currently Scheduled for 11/7/25 Letting.					



MEMORANDUM

TO: Full Commission
FROM: Technical Committee, Review Committee, and Staff
SUBJECT: FY 2026 Special Transportation Studies
DATE: July 2, 2025

Action needed:

Approval and programming of the FY 2026 Special Transportation Studies (STS).

Background:

Beginning in FY 2016, Tri-County has set aside MPO funds to be programmed annually for local jurisdictions in the Metropolitan Planning Area (MPA). The goal is to undertake consultant-led special transportation planning projects. TCRPC receives funding requests during an annual call for projects, scores them based on set evaluation criteria, prioritizes them with a review committee, and ultimately approves them for funding. Jurisdictions may apply for all, or part of the STS set aside but may not request any amount beyond the available funding.

For FY 2026, Tri-County released a call for projects on April 16, 2025, for a total funding amount of \$135,000. Staff accepted proposals until May 16, 2025, and four jurisdictions submitted applications. The applications received are as follows:

- City of Chillicothe – \$65,000 – Sidewalk Inventory and Analysis
- City of East Peoria – \$40,000 – Stormwater Inventory and Analysis
- Village of Germantown Hills – \$50,000 – Active Transportation Plan
- City of Peoria – \$100,000 – Pavement Condition Index (PCI) Rating Update

STS Review Committee:

On June 9, 2025, the STS Review Committee (Wayne Aldrich and Jeff Gilles) convened a meeting to assign scores for the submitted projects and to formulate a funding recommendation for the MPO Technical Committee. Staff (Adam Crutcher and Michael Bruner) facilitated the meeting.

Before the meeting, each member reviewed the submitted applications and graded them based on the consistency with the IIJA, LRTP, HSTP, BikeConnect, and CMP Update goals and regional significance. The scores were averaged and used to determine the projects recommended for funding. The following table shows the average results for each project:

Criterion	Max Points	Chillicothe	East Peoria	Germantown Hills	Peoria
Consistency with IJJA & LRTP Goals	60	57.50	42.50	58.75	42.50
Regional Significance	40	27.50	23.75	31.25	20.00
Partnership & local contribution (Optional)	10	0.00	1.50	2.67	2.67
*Total Points	100	85.00	67.75	92.67	65.17

*Project scoring cannot exceed 100 points.

Rankings	2	3	1	4
Funding Request	\$65,000	\$40,000	\$50,000	\$100,000
Local Contribution	\$0	\$0	\$10,000	\$20,000
Total Budget	\$65,000	\$40,000	\$60,000	\$120,000

Based on the average scores, the Review Committee evaluated funding options for the submitted projects. The four submitted projects total \$255,000, exceeding the available \$135,000 budget by \$120,000. The top three projects total \$155,000, just \$20,000 over budget. Notably, the highest-ranked project includes a \$10,000 local contribution. To bring the total closer to the available funds, the budgets for the second- and third-ranked projects were each reduced by \$10,000, with the recommendation that the shortfalls be covered by local contributions.

Recommended STS Project Funding:

The Review Committee recommended funding three of the four submitted projects, as outlined below, to the MPO Technical Committee. The Technical Committee reviewed the recommendation and unanimously approved endorsing and forwarding it to the Full Commission as follows:

Applicant	STS Request	Recommended STS Funds	Recommended Local Contribution	Recommended Total Project
Chillicothe	\$65,000	\$55,000	\$10,000	\$65,000
East Peoria	\$40,000	\$30,000	\$10,000	\$40,000
Germantown Hills	\$50,000	\$50,000	\$10,000	\$60,000
Peoria	\$100,000	-	-	-
		\$135,000		

RESOLUTION 26-04

A RESOLUTION BY THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PROGRAM THE FISCAL YEAR 2026 SPECIAL TRANSPORTATION STUDIES PROJECT FUNDING TO THE CITY OF CHILlicothe, CITY OF EAST PEORIA, AND VILLAGE OF GERMANTOWN HILLS; AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS WITH EACH COMMUNITY AND THE SELECTED CONSULTANTS TO EXECUTE THE TRANSPORTATION STUDIES.

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 Urban Area; and

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

WHEREAS, the Commission established a Special Transportation Studies (STS) program in FY26 utilizing up to \$135,000 in FY25 Metropolitan Planning Funds; and

WHEREAS, the Commission released a Call for Projects for FY25 STS on Wednesday, April 16, 2025, and received a total of four applications by the due date of Friday, May 16, 2025; and

WHEREAS, the MPO Technical Committee, hereafter referred to as Technical, formed a STS Review Committee, hereafter referred to as the Committee, to evaluate and assign scores to each application at their June 9, 2025, meeting, where each member assigned their own scores and averaged with staff's assignments; and

WHEREAS, Technical reviewed the Committee's recommendation and unanimously recommended it to the Commission at their June 18, 2025, meeting to fund Chillicothe's Sidewalk Inventory and Analysis, East Peoria's Stormwater Inventory and Analysis Phase III, and Germantown Hill's Active Transportation Plan.

WHEREAS, adequate funding for these projects is included in the Consultant Service line item of the Commission's FY 2026 Unified Project Work Plan (UPWP) budget.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That Commission accepts the Committee and Technical recommendation, and programs \$55,000 to the City of Chillicothe, \$30,000 to the City of East Peoria, and \$50,000 to the Village of Germantown Hills; and authorizes the Executive Director to enter into subsequent contracts with each community and the selected consultants to complete the work.

Presented this 2nd day of July 2025

Adopted on this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 26-05

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SELECTED CONSULTANT FOR THE PEORIA COUNTY COMPREHENSIVE LAND USE PLAN.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides administrative and planning services to member jurisdictions; and

WHEREAS, Resolution 25-25 authorized the Executive Director to enter into a \$300,000 contract with Peoria County to administer and manage a consultant-led comprehensive land use planning process; and

WHEREAS, the Peoria County contract funds both the selected consultant and reimburses the Commission for staff time associated with procuring and administering the planning process; and

WHEREAS, the Commission issued a Request for Proposal (RFP) on Friday, April 11, 2025, with submissions due on Monday, May 12, 2025; and

WHEREAS, the Commission received six submissions from the following firms: CMT, Houseal Lavigne, MSA, Planning NEXT, Precision Consulting, and REA; and

WHEREAS, following review by a Selection Committee comprised of Peoria County and Commission staff, the top three firms, Houseal Lavigne, Planning NEXT, and REA, were invited to participate in virtual interviews; and

WHEREAS, after careful consideration, Planning NEXT was selected as the top-ranked firm and invited to enter contract negotiations; and

WHEREAS, Planning NEXT has provided an acceptable scope of services, timeline, and budget, and staff is currently drafting an agreement to initiate the planning process;

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission hereby authorizes its Executive Director to execute a contract with Planning NEXT for an amount not to exceed \$240,000 to support the development of the Peoria County Comprehensive Land Use Plan.

Presented this 2nd day of July 2025

Adopted this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



MEMORANDUM

TO: Full Commission
FROM: Staff
SUBJECT: ArcGIS Licensing Renewal for ESRI Maintenance Subscription
DATE: July 2, 2025

Action needed:

Approval of the purchase of a maintenance subscription for Geographic Information Systems (GIS) software from Environmental Systems Research Institute (ESRI) and the renewal of two Trimble Virtual Reference Station (VRS) Network subscriptions.

Background:

The use of GIS is essential to the daily workflows of Commission staff. It supports project development, data management and storage, and promotes transparency in government operations. In recent years, the Commission has utilized ESRI's ArcGIS Software as a Service (SaaS) to perform GIS tasks and general cartography in support of planning activities. The Commission also maintains two subscriptions to the Trimble Virtual Reference Station (VRS) network for data collection.

The Executive Director, in coordination with GIS staff, evaluates the Commission's GIS needs annually to ensure that appropriate software, equipment, and services are available to staff. This evaluation is conducted with consideration for both the Commission's budget and its operational goals.

Additionally, the Commission extends license access within its ArcGIS Online (AGO) environment to member municipalities for a fee of \$950 per year. This includes one ArcGIS Online Creator license and data hosting via the Commission's AGO portal.

Recommendation:

Commission staff recommend that the Commission approve the renewal of ESRI software and Trimble VRS network subscriptions in an amount not to exceed \$35,000.

This action includes the renewal of 15 ArcGIS Online licenses, two Trimble VRS subscriptions, and the allocation of \$6,000 for consultant services to upgrade ArcGIS Server from version 10.8.1 to 11.5.

RESOLUTION 26-06

A RESOLUTION OF THE TRI COUNTY REGIONAL PLANNING COMMISSION TO PURCHASE MAINTENANCE FOR GIS SOFTWARE FROM ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE AND RENEW TWO TRIMBLE VIRTUAL REFERENCE STATION NETWORK SUBSCRIPTIONS.

WHEREAS, the Tri County Regional Planning Commission, hereafter referred to as the Commission, provides a wide range of services, including geographic information system (GIS) support and data hosting services, to its members and GIS server partners, which require the use of ESRI software and data collection tools supported by up-to-date GPS equipment and software; and

WHEREAS, the GIS software used by the Commission, provided by Environmental Systems Research Institute (ESRI), is subscription-based and requires an active maintenance agreement to receive updates and technical support; and

WHEREAS, asset management is a focus area of the Infrastructure Investment and Jobs Act (IIJA), and updated GPS equipment and software provide the Commission and its members with effective tools to support regional asset data collection; and

WHEREAS, renewal of the Commission's two Virtual Reference Station (VRS) network subscriptions from Trimble will ensure the level of accuracy required for ongoing and future data collection projects; and

WHEREAS, the Executive Director annually evaluates these licenses and subscriptions to ensure alignment with organizational goals and project needs; and

WHEREAS, the combined cost of the ESRI maintenance renewal, associated software credits and subscriptions, and consultant fees for GIS server upgrades shall not exceed \$35,000; and

WHEREAS, adequate funding for these expenses is included in the Computer Software and Services line item of the Commission's FY 2026 budget.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes the Executive Director to purchase software maintenance, subscriptions, credits, and related services in an amount not to exceed \$35,000.

Presented this 2nd day of July 2025

Adopted on this 2nd day of July 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission