



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 401

PEORIA, IL 61602

Phone: 309-673-9330 FAX: 309-673-9802

www.tricountyrpc.org

VIRTUAL MEETING

Ways & Means Committee.....5:00 p.m., August 27, 2020

Full Commission/**Executive Board (in lieu of Lack of Quorum)** ...5:30 p.m., August 27, 2020

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Chairman Hinrichsen called the meeting to order at 5:30 p.m.

2. Roll Call

Commissioner	P	A	Commissioner	P	A
Jim Miller IDOT		x	Russ Crawford Tazewell Co.	x	
Mike Hinrichsen Woodford Co.	x		Joe Wolfe, Tazewell Co.		x
Eric Lind Woodford Co.	x		Brandon Hovey, Tazewell Co.	x	
Ben Kingdon Woodford Co.		x	Tammy Stimson, Tazewell Co.	x	
Michael Smith Woodford Co.		x	Don Gorman, Peoria Co.		x
Roy Bockler Woodford Co.	x		Vacant Peoria Co..		
Russ Cotton, Woodford Co.		x	Matthew Bender, Peoria Co.	x	
Barry Logan Woodford Co.	x		Vacant, Peoria Co.		
Sue Sundell Tazewell Co.	x		Michael Phelan Peoria Co..	x	
Tim Neuhauser Tazewell Co.		x	Paul Rosenbohm Peoria Co..	x	
Greg Menold Tazewell Co.	x		Donald White Peoria Co.	x	

Staff: Miller, Harms, and Lees. Virtual: Stratton, Martin, West, Hendon, Abi-Akar

3. Public Input-none

Crawford discussed that at Executive Board discussion was for a 2% increase on salary schedule and 2 % increase on salaries for staff. He is not in favor of this increase for salaries. In Tazewell County there is 0% increase for exempt employees and a 10% cut. It is trying times for the counties and the sales tax income. Menold agreed.

4. Motion to approve of Full Commission (Executive Board) July 23, 2020 minutes

Rosenbohm moved to approve the Full Commission minutes for July 23, 2020 and Sundell seconded. Motion carried.

5. Executive Director report

Miller reported on the following:

- Stakeholders for ITEP are developing grant applications
- Continuing dialog with IDOT for Rural Planning
- Working on Village of Dunlap plan

6. Ways and Means Report

a. Motion to approve July Financial Statements and Billings (Resolution 21-04)

White moved to approve (Resolution 21-04) July Financial Statements and Billings and Sundell seconded. Motion carried.

Stratton updated on the following:

- End of month cash \$698,249. Overall, cash decreased by \$97k. Our result of operations was positive \$10,393. The cash flow statement on Page 3 reconciles the changes in cash to the results of operations.
- Accounts Receivable at end of month was \$536k and is composed of \$289k in federal funds, \$202k in state funds, and \$45k in local funds.
- Accounts Payable at the end of the month was \$244.5k and \$234k is direct pass-thru money for contract services and consultants included in AR.
- Total Billings for July were \$191.5k less direct pass0throughs of \$115.2k = operating revenue of \$76.3k for 22 working days.
- Total Expenses for July were \$181.1 less direct pass0 throughs of \$115.2k = operating expenses of \$69.9k.
- July results in a surplus of \$10.4k

7. Administration

a. Motion to approve for Salary Ranges of Full-Time and Part-Time employees (Resolution 21-05)

Sundell moved to approve Salary ranges of Full-Time and Part-time employees (Resolution 21-05) and Rosenbohm seconded. Vote was taken with 2 nays motion passes.

- Miller explained the increase of 2% of the salary schedule.
- Crawford said that due to earlier comments he will vote nay
- Logan asked if this is caused by more projects?
- Miller replied no because most of staff time is paid through grants and contracts. We are reimbursed at rates. The majority of salary are covered by grants and contracts.
- Hovey said he is not in support of this as well. Is there a time lapse of reimbursements?
- Rosenbohm asked if we talked to other MPO's about raises and Miller said not this year.
- Hinrichsen talked about the salary study we did 2 years ago. We need to do this to maintain employees. None of the employees are bumping at maximum bracket.

b. Motion to approve for Salary Increases of Full Time and Part- time Employees (Resolution 21-06)

Menold moved to approve Salary Increases of Full Time and Part-Time Employees (Resolution 21-06) and Rosenbohm seconded. Motion carried.

- Miller reported that IDOT approved 3% but we are asking for 2%. We have not had staff turnover in 5 years. This is a vote of confidence for the staff.
- Menold has the same concerns but do support it because if someone leaves, we need to train a new person and not get all done we are now.
- Stimson asked if benefits come out of salary and Miller said the benefits are on top of salary.
- Bender said he is in favor of the 2%, this is not out of line.

- Hovey commented he has concerns but wants to retain staff. He has one concern are we going to need a salary study for next year.
- Menold suggested to hold off on additional staff person.
- Miller mentioned the state reimbursement is no problem, it is paid within 30-day timeframe.
- Phelan said he is strongly in favor of increase. Reputation and job performance are invaluable. TCRPC is a different model to compare.
- Hovey thanked for clarification of payments from state and Federal.

c. 2020 Census Update

- Abi-Akar updated that the timeline changed to September 30, 2020.
- Rosenbohm asked what is the % we want for goal?
- Abi-Akar said she does not have those figures in front of her, but we are not there yet.

8. Planning

a. Illinois River Planning Report

- Lees presented a slide show of island north of McClugage Bridge. Peoria lakes Comprehensive Plan is looking at new islands for south of bridge. USAOE did an analysis of island
- Miller added the history of building island which are funded thru capitol money to region.
- There will be an Island Workshop in the Spring.
- Crawford added these are great pictures of the island. To get a Federal grant it is authorization then appropriation
- Bockler said the island needs to be used for recreation, need to make sure it is done up to expectations.
- Miller added needs to have multiple purposes.

9. Transportation

a. Illinois Transportation Enhancement Program (ITEP) Staff Presentation

Harms presented the following:

- Federal funding for walking, biking, and trail projects
- Administered and managed by IDOT
- Awarded every 2 years
- The program Goal is to allocate resources to well-planned projects that provide and support alternate modes of transportation and improve quality of life. The funding sources are Federal ITEP funds, State funding through Rebuild Illinois the total amount is \$105.6 million.
- Eligible projects are pedestrian and bicycle facilities, streetscapes, rails to trails, historic preservation.
- Key points: Projects must serve a transportation need, provide a transportation or benefit and be included in a plan. They cannot be solely for recreation or have routine maintenance. The \$2 million award is per application.
- Local entities with taxing authority are eligible to sponsor ITEP applications such as local governments, transit agencies, natural resources and public agencies and schools and school districts. **IDOT, state agencies, and MPOs cannot sponsor a project themselves.**
- Costs covered by ITEP are:
 - Preliminary engineering (Phases 1 and 2)- 80/20 match
 - Utility relocations- 80/20 match
 - Right of way 50/50 match

- Easements- 50/50 match
- Construction Engineering- 80/20 match
- Construction (incl. material, labor)- 80/20 match
- Staff used as tools the following:
 - Regional bicycle system- Regional bike plan, Keystone trail projects, Local connections, and Advocate
 - Support area communities- Identify projects, Letters of support, and help with application, GATA
 - What we have done so far:
 - Attended IDOT webinars
 - Identified regional priorities
 - Assembled stakeholder contracts
 - Met with local governments and trail groups: City of Chillicothe, City of East Peoria, and City of Peoria
- Timeline is Aug. 21: Application open, Mid-September ITEP webinar #3, November 2: Applications are due.
- Hinrichsen asked if you need to acquire land premises? Harms replied there is additional point if you have land already.
- Miller asked if there is partial funding and Harms replied yes.
- Bockler suggested that this needs to be communicated to all mayors in the three counties.
- Menold asked if Bob Michel is eligible?
- Miller commented that Hanna City is not going after funds.
- Crawford said that the Mayor of Hanna City is not giving up.
- b. PPUATS Report

Harms updated on the STBG has 3 projects chosen: Pioneer Parkway & University in Peoria; Court Street in Pekin; and Freedom Parkway in Washington.

10. GIS

11. Other

12. Adjournment

Sundell moved to adjourn at 7:00 p.m. and Rosenbohm seconded. Motion carried.

Submitted by Eric Miller, Executive Director

Transcribed by Debbie Ulrich