

**EXECUTIVE BOARD MEETING**  
**MIKE HINRICHSEN, CHAIRMAN – EXECUTIVE BOARD**  
**(Smith, Sundell, Crawford, Phelan, White, Menold, Rosenbohm, and Logan**  
***Monday, August 17, 2020***  
***5:15 p.m.***  
***Note different location***  
***Room 420***

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**Access Code: 291-023-189**

1. Call to Order
2. Roll Call
3. Public Input
4. Motion to approve June 15, 2020 minutes
5. Executive Director Report
6. Discussion of TCRPC / PPUATS Coordination
7. Motion to recommend to Full Commission the approval for Salary Ranges of Full-Time employees (Resolution 21-05)
8. Motion to recommend to Full Commission the approval for Salary Increases of Full Time and Part-time Employees (Resolution 21-06)
9. Review of August 27, 2020 Commission Agenda
10. Other
11. Executive Session
12. Any action as a result of Executive Session
13. Adjournment

**EXECUTIVE BOARD MEETING**  
**TIM NEUHAUSER, CHAIRMAN – EXECUTIVE BOARD**  
**(Hinrichsen, Smith, Sundell, Crawford, Phelan, Kingdon, Rosenbohm, and Bender**  
***Monday, June 15, 2020***

***5:15 p.m.***

***Minutes***

1. Call to Order  
Chairman Neuhauser called the meeting to order at 5:15 pm
2. Roll Call  
Present: Neuhauser, Hinrichsen, Sundell, Crawford, and Rosenbohm. Absent: Phelan, Kingdon, and Bender. Staff: Miller, and Lees. Also Present: Ted Penesis-IDNR
3. Public Input-none
4. Motion to approve May 18, 2020 minutes  
Crawford moved to approve the May 18, 2020 minutes and Rosenbohm seconded. Motion carried.
5. Executive Director Report  
Miller reported on the following:
  - All staff back in office, but continue to have option to work from home. No in person meetings
  - Applied for Census grant of \$235,000 for FY21. It is a continuation of same program
  - Bruner has applied for a Regulation Safety Grant for \$3 million for guard rails
  - Updated on the Hanna City Trail
  - Updated on Army Corp funding for use of Navigation Eco System in river
  - Completed LRTP has been sent to FHWA
    - Hinrichsen asked what is the efficiency of the river? Miller answered the islands were not constructed according to specifications and are deteriorating. If we do more, we need to make sure the monitoring of them is done.
    - Crawford asked is it deficiency of which aspect? Miller said there is no data.
    - Crawford responded we were not sure of what we were doing. The monitoring was not done. The next 2 need to be in the right place. He said Chick Thieling suggested to have an island workshop.
    - Ted Penesis- IDNR asked what was IDNR supposed to do. Monitoring is not a part of the Comp Plan at all. IDNR does not have the money or staff to monitor.
6. Motion to recommend to Full Commission FY21 Budget  
Miller explained that the FY21 budget had no changes from last month's draft
7. Discussion on DNR-Asian Carp fishing program
  - Miller explained the Asian Carp Public/Private venture.
  - Penesis- IDNR is the director of Community Outreach. We need a removal effort so we can go back to the original use of the river. We are asking if TCRPC can be the funding agency. We need to remove Asian carp so the river can go back to recreation boating and fishing and not have the fear of carp jumping and injuring a skier or fisherman.
  - Neuhauser asked if anyone had a problem of TCRPC as being the funding agency and no one did.

- Hinrichsen asked to coordinate with EDC
- Neuhauser said we need to resource and try to get to market. What is this product about? What do we want? Penesis said he knows they are a bother, but they are tasty and healthy. An infrastructure is needed for next level. Need to develop a market to use Asian Carp.

8. Review of June 25, 2020 Commission Agenda -ok

9. Other

Crawford thanked Neuhauser for his services on Executive Board.

10. Executive Session

11. Any action because of Executive Session

12. Adjournment

Neuhauser adjourned at 6:00 pm

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by Debbie Ulrich

To: Members of the Commission  
 From Eric W. Miller, Executive Director  
 Date: August 13, 2020  
 Subject: Executive Director Report for August, 2020

Project	Activity	Status
<b>Administrative</b>		
<b>Headlines</b>		
	All TCRPC/PPUATS meetings have transitioned to in person and virtual	Ongoing
	Active involvement in IDNR Asian Carp program	Ongoing
	Engagement with Stakeholders on Hanna City Trail application	Ongoing
	Engagement with Stakeholder on various Illinois Transportation Enhancement Program projects	Ongoing
<b>Audit</b>		
	Preliminary work with Auditors has begun	Complete
<b>Personnel</b>		
	Annual staff reviews ongoing	Complete
<b>Financial Report</b>		
	July results positive 10k	Ongoing
<b>Indirect Cost Rate(ICR)</b>		
	Work on FY21 ICR with State of Illinois GOMB	Complete
<b>Website</b>		
	Updated website.	Ongoing
<b>Planning issues</b>		
<b>PLBA</b>		
	Ongoing Discussions with Professor Tim Stark ICT Grant Recipient	Ongoing
	Prioritized CCP projects/work activities with Committee	Ongoing
	Development of Communications plan and Adaptive(Change) management plan	Ongoing
	Discussion with USACE regarding Island Design Workshop -Engineering with Nature national program	Ongoing
<b>Village of Princeville Comp Plan</b>		
	Work has commenced	Ongoing
<b>Village of El Paso Comp Plan</b>		
	Work has commenced	Ongoing
<b>Village of Dunlap Comp Plan</b>		
	Work has commenced	Ongoing
<b>Beneficial Use of Dredge Material</b>		
	Coordination with ADM and Better Earth Compost for dredge material pilot project	Ongoing
<b>Regional Water Supply Planning</b>		
	Continued work for Regional Water Supply Planning contract/ applied for Contract Extension	Ongoing
<b>Watershed Planning</b>		
	Awaiting Decision to Woodford County SWCD to update Walnut Creek Watershed Plan	Ongoing
<b>GIS Projects/ Asset Management</b>		
<b>Village of Elmwood</b>		
		complete
<b>Washburn</b>		
	Peoria Heights	Ongoing
<b>Minonk</b>		
	Village of North Pekin	Ongoing
<b>Delavan</b>		
	Village of Washburn	Ongoing
<b>North Pekin</b>		
	Peoria Park District	Ongoing
<b>El Paso</b>		
	Tremont	Ongoing
<b>Hollis Park District</b>		
	Hanna City	Ongoing
<b>Chillicothe</b>		
	Creve Coeur	Pending
<b>Developed COVID-19 dashboard for Woodford County Health Dept.</b>		
		Ongoing
<b>PPUATS/ Transportation</b>		
<b>FY 21 UPWP Development</b>		
	Submitted final UPWP to IDOT	Ongoing
<b>SPR Grant applications</b>		
	Awarded grants on SPR applications- Activity based model and asset management expansion	complete
<b>Transportation Improvement Program</b>		
	Began working on FY 21 TIP Document	Complete
	Processed FY 20 TIP Amendments	Ongoing
<b>STU project Selection</b>		
	Call for Project complete Staff/Committee Review	Ongoing
<b>Eastern Bypass Coalition</b>		
	No activity	
<b>Intelligent Transportation Systems</b>		
	Continued work on update to regional ITS architecture	In Progress
<b>Transportation Alternatives Program</b>		
	No Activity	
<b>Highway Safety Improvement Program</b>		
	awaiting decision on regional guardrail replacement grant application to IDOT	Ongoing
<b>Special Transportation Studies</b>		
	Continued Consultant procurement with Communities on selected projects	Ongoing
<b>State Planning and Research Funding</b>		
<b>Digital ortho project</b>		
	Project is finished	Complete
<b>Regional Pavement management Expanded</b>		
	Outreach to stakeholders	Ongoing
<b>FY20 SPR</b>		
	Recommended for Funding- Data Planimetrics /Transit Gray Area	Ongoing
<b>Grey Area Study</b>		
	Selected Consultant/ Kick off meeting held	Ongoing
<b>GIS Planimetric data acquisition</b>		
	RFP Developed and released	Ongoing
<b>FY 19 Rural Planning Funds</b>		
	Working with Village of Hanna City Non-motorized Transportation Study	ongoing
	Working with City of Eureka Non-motorized Transportation Study	ongoing
	Working With the City of Delavan Non-motorized Transportation Study	ongoing
	Working with the City of El Paso Non-motorized Transportation Study	ongoing
<b>FY17 State Planning Funds</b>		
	Regional Pavement Condition Ratings Survey-Work will begin in June	ongoing
<b>FY17 Rural Planning Funds</b>		
	Metamora /Germantown Hills Trail- project completed pending Scheduled Committee Meeting	ongoing
<b>FY19 State Planning Funds</b>		
	Region wide Guardrail inventory- Complete	complete
	L RTP public engagement tools	ongoing
	Performance Measures Dashboard web tool	ongoing
	Regional bicycle map	ongoing

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# MEMORANDUM

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**TO:** TCRPC and PPUATS Policy Chairmen  
**FROM:** Staff  
**SUBJECT:** MPO Requirements and Board Membership  
**DATE:** July 13, 2020

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## Background

In January 2020, the Chairmen of the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee and Tri-County Regional Planning Commission (TCRPC) directed staff to research metropolitan planning organization (MPO) membership requirements and analyze the current membership of their respective organizations. The exercise also included proposing a combined PPUATS-TCRPC board, for the sole purpose of achieving greater efficiency for regional decision-making through one streamlined organization. The following represent staff's findings in these areas.

## MPO/TMA membership requirements

The PPUATS Policy Committee is recognized as the MPO for the Peoria-Pekin Urbanized Area. The Peoria-Pekin Urbanized Area has a population greater than 200,000 and is classified as a Transportation Management Area (TMA) by the US Department of Transportation. According to Federal law (23 CFR § 450.310), an MPO representing a TMA must consist of at least the following:

- General purpose local governments representing at least 75% of the urbanized area population
- Largest municipality in the urbanized area
- Operators of major modes of transportation, including public transportation in the urbanized area
- Appropriate State officials

As of July 2020, the PPUATS Policy Committee is the only organization in the Peoria-Pekin Urbanized Area that meets these requirements. PPUATS membership includes local governments representing at least 75% of the population, the urbanized area's largest municipality (City of Peoria), transportation operators (Greater Peoria Mass Transit District), and State officials (Illinois Department of Transportation [IDOT] District 4).

MPO designation remains in effect until an official redesignation is made. MPO redesignation requires agreement between the Governor of Illinois and local governments representing at least 75% of the urbanized area population. Redesignation is necessary when the existing MPO proposes to make:

1. A substantial change in the proportion of voting members of the MPO; or
2. A substantial change in the decision-making authority or responsibility of the MPO.

Minor changes to MPO membership, authority, or responsibility do not require redesignation so long as they do not trigger a substantial change (listed previously). Minor changes to MPO membership include:

1. Updates to the urbanized area boundary
2. Adding members following an expansion of the urbanized area
3. Adding members necessary to meet MPO/TMA membership requirements
4. Periodic rotation of members representing general purpose local government, per MPO bylaws

**PPUATS Policy Committee**

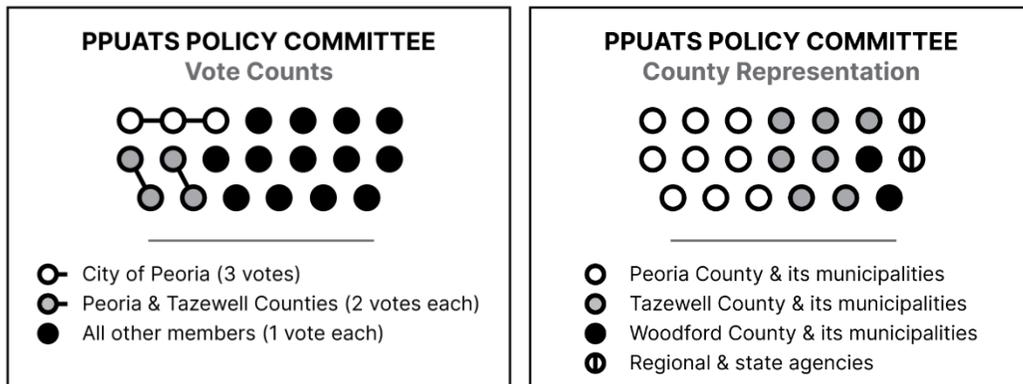
The PPUATS Policy Committee is the decision-making body of the Peoria-Pekin MPO. The MPO boundary is the Metropolitan Planning Area (MPA), which includes the urbanized area and the contiguous area expected to become urbanized within the next 20 years. PPUATS reviews and updates these areas every 10 years following the results of the United States Census.

The Policy Committee consists of 20 members representing local and State governments as well as regional transportation, listed below. Members are represented by the chief elected official(s) or administrator(s) appointed by their board or council. Each PPUATS Policy member has one voting representative unless noted otherwise.

- Peoria, City of (3)
- Peoria County (2)
- Tazewell County (2)
- Woodford County
- Bartonville
- Chillicothe
- Creve Coeur
- East Peoria
- Germantown Hills
- Morton
- Pekin
- Peoria Heights
- Washington
- West Peoria
- IDOT District 4
- Greater Peoria Mass Transit District

Voting membership of the PPUATS Policy is based roughly on the amount of motor fuel tax (MFT) dollars generated annual in each local government member community, according to the MPO bylaws. MFT *roughly* accounts for transportation system size, regionally significant transportation assets, and population. For example, the City of Peoria—whose 3 representatives are 15% of the Policy Committee’s voting membership—generates about 25% of the urbanized area’s MFT annually, contains about 20% of the urbanized area’s federal aid roads, and holds 45% of the urbanized area’s population.

Members with relatively large shares of transportation assets and responsibilities have more votes on PPUATS Policy. However, based on the committee’s structure (below), only actions with broad, regional support can achieve a majority vote. One member is 5% of the committee’s voting membership.



The PPUATS Technical Committee serves as the technical advisory board for PPUATS Policy. PPUATS Technical provides transportation expertise to the MPO process by preparing, reviewing, and recommending actions to the Policy Committee. PPUATS Technical membership is identical to that of PPUATS Policy, with the addition of the Greater Peoria Airport and TCRPC as single-vote members. The Policy Committee must vote on all recommendations from the Technical Committee.

Key characteristics:

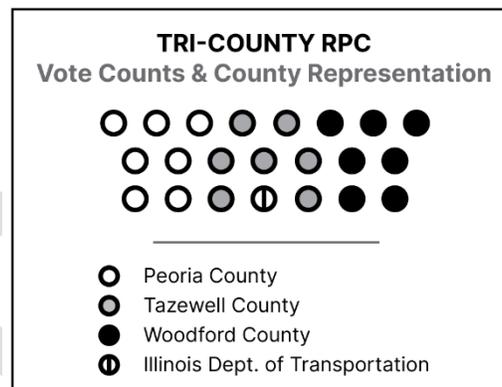
- Meets MPO membership requirements
- Voting structure provides some equity while still requiring regional support for actions
- Broad, diverse membership base
- Focused on urbanized area – Does not explicitly include rural areas

### Tri-County Regional Planning Commission

The Tri-County Regional Planning Commission serves as the overall “steward of the regional vision” for Peoria, Tazewell, and Woodford Counties. The Commission is a forum for regional issues in transportation, environment, and land use. TCRPC has acted in this capacity since 1958 as a county-based organization for most of its existence. The Commission consists of 22 voting members, 7 representatives of each county and 1 representative of IDOT District 4.

County representatives are appointed to the Commission by their respective county board chair. Traditionally, county appointees are current or recent members of their county board. Woodford County is the only member currently not in keeping this tradition, sending representatives of local governments along with county board members. County appointees may reside in, represent districts within, or be elected to office in MPO municipalities, but no part of the TCRPC bylaws require such representation.

Each county makes up about 32% of the Commission’s voting membership. IDOT District 4 sends one representative, about 4% of the voting membership. County members are represented equally with 7 representatives, regardless of population or any other factor. This structure requires regional (i.e. multiple county) support for an action to achieve a majority vote, doing so at the expense of equity between counties with varying populations.



The Commission does not have a technical advisory board, but it does maintain boards and committees to assist in its operation, management, and program planning activities. They are as follows.

- Executive Board: Formulates and coordinates Commission policy
- Ways and Means Committee: Reviews and advises the Commission on fiscal affairs
- Personnel Committee: Reviews and advises the Commission on personnel matters
- Nominations Committee: Prepares slates of nominations for Commission officers annually

Key characteristics:

- Does not meet MPO membership requirements
- Ensures regional support for actions at the expense of equitable representation
- Narrow membership base (traditionally)
- Focus includes urban and rural areas

**Current Relationship between Commission and PPUATS Policy**

The Commission and the PPUATS Policy Committee have two documents that create the relationship between the two boards. The Cooperative Agreement dated August 1, 2008 and the Memorandum of Understanding (MOU) dated February 2018 were created to guide the relationship between the boards. The Cooperative Agreement establishes and defines roles and responsibilities for the Commission and PPUATS. The MOU was developed to remove ambiguity in the cooperative agreement by establishing the recognized MPO (PPUATS Policy Committee), along with language that promotes further cooperation between the two organizations.

**Proposed combined board**

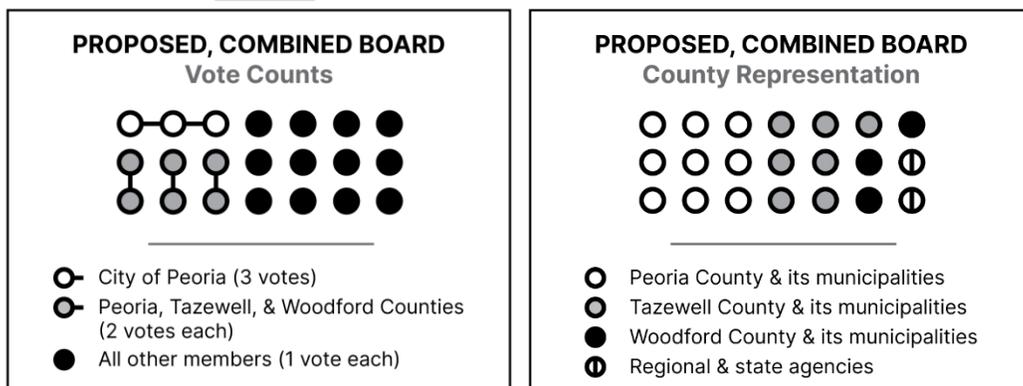
In staff’s research on this topic there are many instances in the nation of MPO/RPC reorganization. Reorganizations occur for many reasons, mostly to meet current trends in planning and help achieve greater organizational efficiency. As it relates to a TCRPC /PPUATS reorganization, staff has presented the following as a “strawman”, using these several factors:

- Ensure board is appropriate for decisions in regional transportation, land use, and environment
- Satisfy federal MPO membership requirements and avoid MPO redesignation (see Page 1)
- Make for urban and rural representation in regional decision-making
- Balance equality and equity (avoid “tyranny of the majority” and “tyranny of the minority”)

Staff used the current MPO board (PPUATS Policy Committee) as a starting place so that modifications might classify as “minor changes” that do not trigger MPO redesignation. The proposed board consists of 21 members representing local and State governments as well as regional transportation, listed below. Members are represented by the chief elected official(s) or administrator(s) appointed by their board or council. Each board member has one voting representative unless noted otherwise.

The only proposed change to the existing MPO board is the addition of one voting representative for Woodford County (seen in figure below, left). This change would provide voting parity among County members while accounting for factors like MFT and population in overall representation. Remaining one-vote members would keep most of their existing voting parity (about 5%) on the MPO board. Under this model, no one member, county, or interest may achieve a majority vote without significant support from other members. To ensure rural voices at the table, staff recommends requiring or suggesting that county members appoint 1 voting representative from a ward or district outside of the urbanized area.

Changes to TCRPC membership would require resolutions by Peoria, Tazewell, and Woodford Counties and modification to some language in the Commission bylaws. Changes to PPUATS Policy membership would require modification to its bylaws, namely Article VI (Voting) Section A, via a two-thirds vote.



Staff recommends maintaining both organizations' advisory boards and committees. The Technical Committee provides needed expertise when evaluating and creating transportation policy. Committees such as Ways and Means provide essential review and input while streamlining full board meetings. Staff recommends that Technical Committee membership not be changed. Other committees should be made up of board members representing different parts of the region.

Key characteristics:

- Meets MPO membership requirements and does not require reclassification
- Voting structure provides some equity while still requiring regional support for actions
- Broad and diverse membership base
- Recommend or require 1 voting county rep to represent a rural (defined by Census Bureau/MPO) district/ward

DRAFT

**RESOLUTION 21-05**

**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 June 22, 2017, and

**WHEREAS**, the minimum and maximum salary ranges for Appendix C and C1 are proposed to be adjusted for FY 2021 by 2 % (attached), and

**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 27th day of August 2020

Adopted this 27th day of August 2020

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Mike Hinrichsen, Chairman

Tri-County Regional Planning Commission

ATTEST:

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Eric W. Miller, Executive Director

Tri- County Regional Planning Commission

# Staff Memo

TCRPC Personnel Committee

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**DATE: August 12, 2020**

**ISSUE: Annual Adjustment to the Wage and Salary Schedule**

Discussion regarding the need to update the Wage and Salary Schedules.

**ACTION NEEDED BY PERSONNEL COMMITTEE:**

- Make recommendation to Executive Board and Full Commission

**BACKGROUND:**

Several years ago the Personnel Committee initiated an annual practice of reviewing and adjusting the Wage and Salary Schedules listed in the Employee Handbook. This practice was suggested by the Personnel Committee as a way to keep the Wage and Salary Schedule current and competitive. This adjustment is partially based on United States Department of Labor's (USDOL) Consumer Price Index (CPI). The attached report from the DOL indicates that the CPI ending in July 2020 is up 1.0%. Last year, the schedules were adjusted upward by 2.0%. This year, I am recommending to the Personnel Committee to adjust the wage and salary schedule by **2.0%**

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	FY2020		FY2021 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director	To be determined by Commission		To be determined by Commission	
GIS Program Manager	\$72,854.84	\$109,284.53	\$74,311.94	\$111,470.22
Planning Program Manager	\$72,854.84	\$109,284.53	\$74,311.94	\$111,470.22
GIS Manager	\$54,764.48	\$82,146.73	\$55,859.77	\$83,789.66
Senior Planner	\$53,368.37	\$80,051.42	\$54,435.74	\$81,652.45
GIS Project Manager	\$53,368.37	\$80,051.42	\$54,435.74	\$81,652.45
GIS Specialist III	\$48,124.99	\$72,189.75	\$49,087.49	\$73,633.55
Planner III	\$48,124.99	\$72,189.75	\$49,087.49	\$73,633.55
GIS Specialist II	\$42,935.04	\$68,146.94	\$43,793.74	\$69,509.88
Planner II	\$42,935.04	\$68,146.94	\$43,793.74	\$69,509.88
GIS Specialist I	\$36,635.47	\$54,954.35	\$37,368.18	\$56,053.43
Planner I	\$36,635.47	\$54,954.35	\$37,368.18	\$56,053.43
Office Administrator	\$35,918.09	\$57,486.22	\$36,636.45	\$58,635.95

The Wage and Salary Schedule was adopted July 25, 2019, by the Tri-County Regional Planning Commission.

## 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	FY2020 Proposed		FY2021 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director				
GIS Program Manager	\$38.84	\$53.84	\$39.61	\$54.92
Planning Program Manager	\$38.84	\$53.84	\$39.61	\$54.92
GIS Manager	\$37.57	\$48.84	\$38.33	\$49.82
Senior Planner/GIS Project Manager	\$36.32	\$47.59	\$37.05	\$48.54
Planner III	\$35.07	\$45.09	\$35.77	\$45.99
GIS Specialist III	\$35.07	\$46.34	\$35.77	\$47.27
Planner II	\$33.81	\$42.58	\$34.49	\$43.43
GIS Specialist II	\$33.81	\$42.58	\$34.49	\$43.43
Planner I	\$31.31	\$38.84	\$31.94	\$39.61
GIS Specialist I	\$31.31	\$38.84	\$31.94	\$39.61
Office Administrator	\$30.05	\$37.57	\$30.65	\$38.33
Secretary	\$25.05	\$30.05	\$25.55	\$30.65
Accountant	\$31.06	\$40.61	\$31.68	\$41.42

The Wage and Salary Schedule was adopted July 25, 2019, by the Tri-County Regional Planning Commission.

**RESOLUTION 21-06**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE FY 2021 WAGE ADJUSTMENTS FOR THE FULL-TIME AND PART-TIME STAFF TO BE EFFECTIVE AS OF JULY 1, 2020**

**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 2021 Overall Work Program, and

**WHEREAS**, the FY 2021 Budget includes a 2% salary increase for the Commission's staff, and

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:** That the Commission approves a lump sum amount of \$12,222 for FY 2021 wage increases for the full time and part-time staff to be distributed by the Executive Director at his discretion.

Presented this 27th day of August 2020

Adopted this 27th day of July 2020

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Mike Hinrichsen, Chairman

Tri-County Regional Planning Commission

ATTEST:

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Eric W. Miller, Executive Director

Tri- County Regional Planning Commission

# Staff Memo

TCRPC Personnel Committee

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**Date: August 11, 2020**

**ISSUE: Annual salary increases for full and part time staff**

Discussion regarding staff salary increases for FY20.

**ACTION NEEDED BY PERSONNEL COMMITTEE:**

- Make recommendation to Executive Board and Full Commission

**BACKGROUND:**

It has been the practice of the Commission since 1998 to allow the Executive Director to request a lump sum for salary increases for full-time and part-time staff members excluding the Executive Director. Each year, managers review employees to determine whether they have met performance goals set forth for them in the previous year. Salary increases are given at the discretion of the Executive Director in consultation with Managers. Over the past few years, the Commission modified this approach and granted cost of living increases of to all Commission employees. To recognize high achieving employees, the Commission also adopted a "Promotion in Place" policy which is executed in February each year.

During the development of the FY 2021 budget, a 3% increase in the overall salary line item was budgeted. This budget number is included in the Unified Work Program (UWP) which was approved by the PPUATS Policy Committee and the Illinois Department of Transportation.

This year, I request authorization to adjust all eligible staff salaries by 2%. The 2% represents a dollar amount of \$12,222. All salary increases will be effective as of July 1, 2020



**Transmission of material in this release is embargoed until  
 8:30 a.m. (ET) August 12, 2020**

USDL-20-1552

Technical information: (202) 691-7000 • [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov) • [www.bls.gov/cpi](http://www.bls.gov/cpi)  
 Media Contact: (202) 691-5902 • [PressOffice@bls.gov](mailto:PressOffice@bls.gov)

### CONSUMER PRICE INDEX – JULY 2020

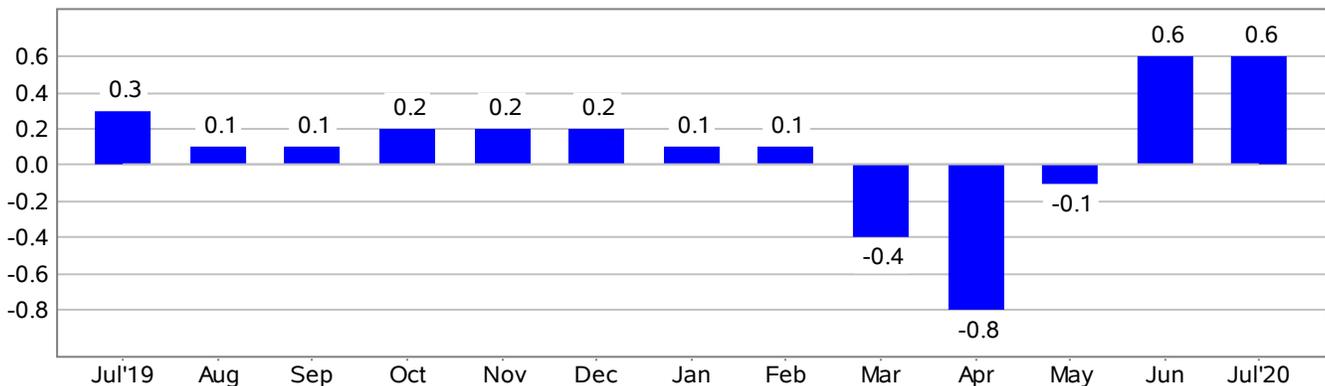
The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.6 percent in July on a seasonally adjusted basis, the same increase as in June, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 1.0 percent before seasonal adjustment.

The gasoline index continued to rise in July after increasing sharply in June and accounted for about one quarter of the monthly increase in the seasonally adjusted all items index. The energy index increased 2.5 percent in July as the gasoline index rose 5.6 percent. This was partially offset by the food index, which decreased 0.4 percent in July, with the index for food at home declining 1.1 percent.

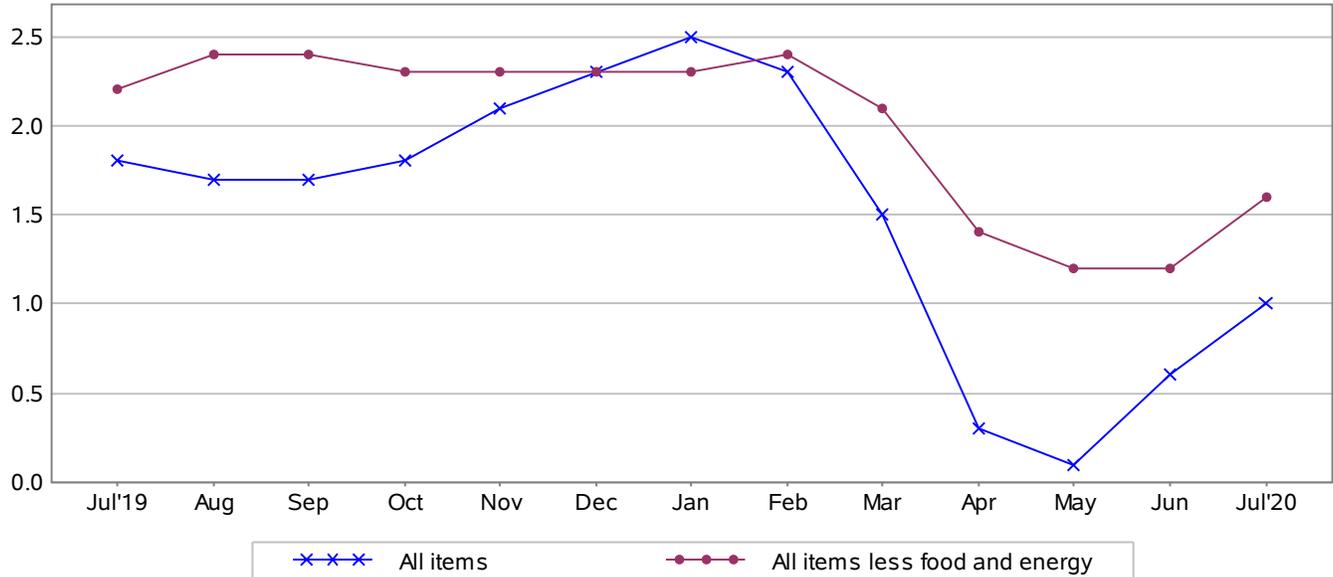
The index for all items less food and energy rose 0.6 percent in July, its largest increase since January 1991. The index for motor vehicle insurance increased sharply in July, as it did the previous month. The indexes for shelter, communication, used cars and trucks, and medical care also increased in July, while the index for recreation declined.

The all items index increased 1.0 percent for the 12 months ending July, a larger increase than the 0.6-percent rise for the period ending June. The index for all items less food and energy increased 1.6 percent over the last 12 months. The food index increased 4.1 percent over the last 12 months, with the index for food at home rising 4.6 percent. Despite increasing in July, the energy index fell 11.2 percent over the last 12 months.

**Chart 1. One-month percent change in CPI for All Urban Consumers (CPI-U), seasonally adjusted, July 2019 - July 2020**  
 Percent change



**Chart 2. 12-month percent change in CPI for All Urban Consumers (CPI-U), not seasonally adjusted, July 2019 - July 2020**  
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 Jul. 2020
	Jan. 2020	Feb. 2020	Mar. 2020	Apr. 2020	May 2020	Jun. 2020	Jul. 2020	
All items.....	0.1	0.1	-0.4	-0.8	-0.1	0.6	0.6	1.0
Food.....	0.2	0.4	0.3	1.5	0.7	0.6	-0.4	4.1
Food at home.....	0.1	0.5	0.5	2.6	1.0	0.7	-1.1	4.6
Food away from home <sup>1</sup> .....	0.4	0.2	0.2	0.1	0.4	0.5	0.5	3.4
Energy.....	-0.7	-2.0	-5.8	-10.1	-1.8	5.1	2.5	-11.2
Energy commodities.....	-1.6	-3.5	-10.4	-20.0	-3.5	11.7	5.3	-20.2
Gasoline (all types).....	-1.6	-3.4	-10.5	-20.6	-3.5	12.3	5.6	-20.3
Fuel oil.....	-0.4	-8.5	-13.7	-15.6	-6.3	10.2	4.3	-27.2
Energy services.....	0.6	-0.3	-0.5	0.1	-0.5	-0.2	0.0	-0.1
Electricity.....	0.4	-0.1	-0.2	0.1	-0.8	-0.3	0.3	-0.1
Utility (piped) gas service.....	1.0	-0.9	-1.4	0.2	0.8	0.0	-1.0	-0.3
All items less food and energy.....	0.2	0.2	-0.1	-0.4	-0.1	0.2	0.6	1.6
Commodities less food and energy								
commodities.....	0.0	0.2	-0.3	-0.7	-0.2	0.2	0.7	-0.5
New vehicles.....	0.0	0.1	-0.4	0.0	0.3	0.0	0.8	0.5
Used cars and trucks.....	-1.2	0.4	0.8	-0.4	-0.4	-1.2	2.3	-0.9
Apparel.....	0.7	0.4	-2.0	-4.7	-2.3	1.7	1.1	-6.5
Medical care commodities.....	-0.6	-0.6	0.0	-0.1	0.1	0.2	0.0	1.1
Services less energy services.....	0.3	0.2	0.0	-0.4	0.0	0.3	0.6	2.3
Shelter.....	0.4	0.3	0.0	0.0	0.2	0.1	0.2	2.3
Transportation services.....	0.3	0.3	-1.9	-4.7	-3.6	2.1	3.6	-3.7
Medical care services.....	0.3	0.3	0.5	0.5	0.6	0.5	0.5	5.9

<sup>1</sup> Not seasonally adjusted.

## **Food**

The food index decreased 0.4 percent in July, its first decrease since April 2019. The food at home index fell 1.1 percent in July after increasing 0.7 percent in June. Five of the six major grocery store food group indexes fell in July. The index for meat, poultry, fish, and eggs decreased 3.8 percent in July. This decline was led by the index for beef, which fell 8.2 percent in July after increasing sharply in recent months.

The index for dairy and related products declined 0.8 percent in July after a 0.4-percent decrease in June. The index for nonalcoholic beverages fell 0.5 percent in July, while the index for cereals and bakery products declined 0.4 percent and the index for other food at home fell 0.2 percent. The only major grocery store food group index to increase in July was fruits and vegetables, which rose 0.1 percent.

The index for food away from home rose 0.5 percent in July, as it did in June. The index for full service meals increased 0.4 percent, following a 0.9-percent increase in June. The index for limited service meals advanced 0.6 percent in July after rising 0.5 percent in June.

The food at home index increased 4.6 percent over the last 12 months. All six major grocery store food group indexes rose over that span. The index for beef increased 14.2 percent over the last 12 months, contributing to an 8.4-percent increase in the index for meats, poultry, fish, and eggs. The remaining groups rose more modestly, with increases ranging from 2.3 percent (fruits and vegetables) to 5.0 percent (nonalcoholic beverages). The index for food away from home rose 3.4 percent over the last year. The index for limited service meals increased 4.5 percent and the index for full service meals rose 2.9 percent over the last 12 months.

## **Energy**

The energy index rose 2.5 percent in July after rising 5.1 percent in June. The increase was predominantly a result of the gasoline index, which rose 5.6 percent in July following a 12.3-percent increase in June. (Before seasonal adjustment, gasoline prices rose 4.8 percent in July.) The electricity index increased 0.3 percent in July, following a decline of 0.3 percent in June. The index for natural gas, in contrast, fell 1.0 percent over the month.

The energy index fell 11.2 percent over the past 12 months. The gasoline index decreased 20.3 percent, while the fuel oil index fell 27.2 percent. The index for natural gas declined 0.3 percent and the index for electricity decreased slightly over the year, falling 0.1 percent.

## **All items less food and energy**

The index for all items less food and energy increased 0.6 percent in July after increasing 0.2 percent in June. The index for motor vehicle insurance rose sharply by 9.3 percent in July following a 5.1-percent increase in June. The shelter index rose 0.2 percent in July, with the indexes for rent and owners' equivalent rent both increasing 0.2 percent.

The medical care index rose 0.4 percent in July, as it did in June. The index for physicians' services increased 0.7 percent, and the index for hospital services rose 0.2 percent. The index for prescription drugs, however, decreased 0.2 percent in July after increasing 0.1 percent in June.

The index for communication increased 1.9 percent in July, as the index for wireless telephone services rose 3.6 percent. The index for used cars and trucks increased 2.3 percent over the month, ending a 3-month string of declines. The airline fares index increased 5.4 percent in July following a 2.6-percent rise in June. Other indexes that increased in July include new vehicles (+0.8 percent), apparel (+1.1 percent), household furnishings and operations (+0.5 percent), and personal care (+0.2 percent). The recreation index declined 0.6 percent in July, as it did in June.

The index for all items less food and energy rose 1.6 percent over the past 12 months. The shelter index rose 2.3 percent over the 12-month span. The index for rent increased 3.1 percent and the index for owners' equivalent rent rose 2.8 percent, while the index for lodging away from home fell 13.4 percent. The medical care index increased 5.0 percent over the last 12 months. The indexes for airline fares, apparel, motor vehicle insurance, and used cars and trucks all declined over the past 12 months.

### **Not seasonally adjusted CPI measures**

The Consumer Price Index for All Urban Consumers (CPI-U) increased 1.0 percent over the last 12 months to an index level of 259.101 (1982-84=100). For the month, the index rose 0.5 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 1.0 percent over the last 12 months to an index level of 252.636 (1982-84=100). For the month, the index rose 0.6 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 0.7 percent over the last 12 months. For the month, the index increased 0.5 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 August 2020 is scheduled to be released on Friday, September 11, 2020 at 8:30 a.m. (ET).**

#### **Coronavirus (COVID-19) Pandemic Impact on July 2020 Consumer Price Index Data**

Data collection by personal visit for the Consumer Price Index (CPI) program has been suspended since March 16, 2020. When possible, data normally collected by personal visit were collected either online or by phone. Additionally, data collection in July was affected by the temporary closing or limited operations of certain types of establishments. These factors resulted in an increase in the number of prices considered temporarily unavailable and imputed. While the CPI program attempted to collect as much data as possible, many indexes are based on smaller amounts of collected prices than usual, and a small number of indexes that are normally published were not published this month. Additional information is available at [www.bls.gov/covid19/effects-of-covid-19-pandemic-on-consumer-price-index.htm](http://www.bls.gov/covid19/effects-of-covid-19-pandemic-on-consumer-price-index.htm).



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

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**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

**AGENDA**

Please join my meeting from your computer, tablet or smartphone.

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

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 291-023-189

1. Call to Order, Welcome, Recognition of Audience
2. Roll Call
3. Public Input
4. Motion to approve of Full Commission (Executive Board) July 23, 2020 minutes
5. Executive Director report
6. Ways and Means Report
  - a. Motion to approve July Financial Statements and Billings (Resolution 21-04)
7. Administration
  - a. Motion to approve for Salary Ranges of Full-Time employees (Resolution 21-05)
  - b. Motion to approve for Salary Increases of Full Time and Part- time Employees (Resolution 21-06)
  - c. 2020 Census Update
8. Planning
  - a. Illinois River Planning Report
9. Transportation
  - a. Illinois Transportation Enhancement Program (ITEP) Staff Presentation
  - b. PPUATS Report
10. GIS
11. Executive Session
12. Any action coming out of Executive Session
13. Other
14. Adjournment

**September 2020 MEETING SCHEDULE**

PPUATS Policy	Wednesday, September 2, 2020	9:00 a.m.
PPUATS Technical	Wednesday, September 16, 2020	9:00 a.m.
Executive Board	Monday, September 21, 2020	5:15 p.m.
Ways & Means	Thursday, September 24, 2020	5:00 p.m.
Full Commission	Thursday, September 24, 2020	5:30 p.m.