



**TRI-COUNTY REGIONAL PLANNING COMMISSION**

456 FULTON STREET, SUITE 401

PEORIA, IL 61602

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

[www.tricountyrpc.org](http://www.tricountyrpc.org)

Ways & Means Committee.....4:30 p.m., July 25, 2019

Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., July 25, 2019

**AGENDA**

1. Call to Order, Welcome, Recognition of Audience
2. Roll Call
3. Public Input
4. Motion to approve June 27, 2019 Commission minutes
5. Executive Director report
6. Ways and Means Report
  - a. Motion to approve June Financial Statements and Billings (Resolution 20-04)
7. Administration
  - a. Motion to approve for Salary Ranges of Full-Time employees (Resolution 20-02)
  - b. Motion to approve for Salary Increases of Full Time Employees (Resolution 20-03)
  - c. Discuss Strategic Planning Session
8. Planning
9. Transportation
  - a. PPUATS Report
  - b. Motion to approve TCRPC to contract with selected consultant to assist with event management and graphic design for a Regional Autonomous Mobility Conference (Resolution 20-05)
10. GIS
  - a. Staff presentation- Andrew Hendon
  - b. Motion to approve Trimble VRS subscription renewal (Resolution 20-01)
11. Executive Session
12. Any action coming out of Executive Session
13. Other
14. Adjournment

**August 2019 MEETING SCHEDULE**

<b>PPUATS Policy</b>	<b>Wednesday, August 7</b>	<b>9:00 a.m.</b>
Executive Board	Monday, August 19	5:15 p.m.
<b>PPUATS Technical</b>	<b>Wednesday, August 21</b>	<b>9:00 a.m.</b>
Ways & Means	Thursday, August 22	4:30 p.m.
<b>Full Commission</b>	<b>Thursday, August 22</b>	<b>5:30 p.m.</b>

Meetings are held at the offices of the **Tri-County Regional Planning Commission**, 456 Fulton Street, Suite 401, Peoria, IL 61602, (309) 673-9330, unless otherwise noted, and are subject to change.



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**Ways & Means Committee.....4:30 p.m., June 27, 2019**  
**Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., June 27, 2019**

**MINUTES**

**1. Call to Order, Welcome, Recognition of Audience**

Chairman Neuhauser called the meeting to order at 5:30 pm

**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	Vacant, Tazewell Co.		
Michael Smith Woodford Co.		x	Don Gorman, Peoria Co.	x	
Roy Bockler Woodford Co.	x		Phil Salzer Peoria Co..	x	
Russ Cotton, Woodford Co.	x		Matthew Bender, Peoria Co.		x
Barry Logan Woodford Co.	x		Greg Chance, Peoria Co.	x	
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, Lees, Stratton, Abi-Akar, Bruner, and Hendon

**3. Public Input-none**

**4. Motion to approve May 23, 2019 Commission minutes**

Salzer moved to approve May 23, 2019 Commission minutes and Rosenbohm seconded.  
 Motion carried.

**5. Executive Director report**

Miller updated on the following:

- Discussed the Capitol Bill. Thanked Craig Fink for putting together the following document items:

- Net statewide local road impacts- CY2018 MFT Distribution to local roads = \$583 Million
- New local roads PAYGO via MFT distribution formula = \$400 million (68% increase)
- Additional \$1.5 billion in bonds. Awaiting confirmation on manner of distribution.
- Earmarked Transportation projects. Awaiting project list.
- Net Tri-County local roads impacts
- CY2017 MFT distributions to local roads = \$33.1 million
- New local roads PAYGO via MFT distribution formula = \$22.7 million (68% increase)
- Not yet release is additional \$1.5 billion in bonds and earmarked transportation projects.
- Raises registration on vehicles. \$1 if increase on each registration to: Secretary of State Special Services Fund.” Remainder of new revenue to IDOT’s “Road Fund”
  - \$50 increase on vehicles of first division (raises for \$98 to \$148)
  - \$100 on second division vehicles via existing statutory tax categories
  - \$100 on farm trucks
  - Raises registration on electric vehicles to the same as other vehicles and adds an additional \$100 per registration in lieu of MFT the don’t pay.
  - 80 % of Sales tax on motor fuels currently going to General Revenue fund will go to IDOT’s “Road Fund”. Phases on over 5 years at 16% of total tax per year.
  - Increases Diesel Differential portion of MFT from current 2.5/gallon to 7.5/gallon. New revenue flows to IDOT’s “Road Fund”
  - Doubles MFT rate for current 19/gallon to 38/gallon and indexes it to CPI for urban consumers. New revenue flows into a new “Transportation Renewal Fund” distributed as follows:
    - 80% Highways (and aviation)
    - 60% to IDOT’s “Construction Account” (Existing formula = 45.6% of Net after expenses off the top)
    - 40% to Local Roads through the existing MFT distribution formula (Existing formula =54.4% of Net after expenses off the top)
    - 20% to transit specified for deferred maintenance on mass transit facilities as follows:
      - 90% to RTA’s Capitol Improvement Fund
      - 10% to the Downstate Mass Transportation Capitol Improvement Fund
  - Requires as addition \$50 million for IDOT’s Road Fund for the Illinois Transportation Enhancement Program and adds various requirements.

These will all take effect July 1, 2019. Crawford asked where list came from and Miller responded from state constituents

Miller reported on the following:

- SPR was granted to Planimetric which is the study of Transit area.
- Peoria Heights STEM projects
  - Commissioner Gorman asked Martin to help with this project.

- Pearl Technology was the main contributor for this project.
- Lees reported on the beneficial Use SPR was not funded. He also reported that distributors of topsoil/ and to get dredge for the McCluggage Bridge span. Miller mentioned this will be an in-kind project no money will be asked for.

## 6. Ways and Means Report

- a. Motion to approve May Financial Statements and Billings (Resolution 19-54)  
Gorman moved to approve May Financial Statements and Billings (Resolution 19-54) and Menold seconded. Motion carried.  
Stratton reported on the following:
  - Operating cash in May was \$603,123, decrease of \$104, 677
  - Accounts receivables was \$237,736
  - Accounts payables \$46,085 of which \$43,437 is contact services
  - Total revenue for May was \$92,560
  - Total expenses for May were \$78,498 which leaves May results positive by \$14,062
- b. Motion to approve Fiscal Year 2020 Budget (Resolution 19-55)  
Sundell moved to approve Fiscal Year 2020 Budget (Resolution 19-55) and Crawford seconded. Motion carried.
  - Neuhauser updated that Executive Board approved to forward to Full Commission to approve.
  - Logan asked about the \$7500 for the APWA conference is located on budget and Miller responded it is combined with the conference's expenses.

## 7. Administration

## 8. Planning

- a. Staff presentation  
Michael Bruner , Planner II reported on his education, non-work fun, Projects at TCRPC, and the APA Conference in San Francisco with the Topic Highlights of Environmental Planning, Community Planning and Transportation Planning, also his topic highlights of Transportation Planning of Pedestrian & Bicycle Safety, Vision Zero and Transit-Oriental Development plus Public Engagement- perspiratory budgeting and inclusive engagement of Innovative City Approaches.
  - Miller said that Michael fills in a unique nitch of grant writing.
- b. Motion to approve Executive Director to enter into contract with City of El Paso for Land Use Plan (Resolution 19-58)  
Logan moved to approve Executive Director to enter into contract with City of El Paso for Land Use Plane (Resolution19-58) and Gorman seconded. Motion carried.
- c. Motion to approve Executive Director to enter into contract with Village of Princeville for Comprehensive Plan (Resolution 19-59)  
Cotton moved to approve Executive Director to enter into contract with Village of Princeville for Comprehensive Plan and Sundell seconded. Motion carried.

## 9. Transportation

- a. PPUATS Report- nothing to report
- b. Autonomous Mobility update  
Miller reported on the trip to Washington D.C. Congressman LaHood requested this meeting. Went over the synopsis of the grant.

Hinrichsen asked when this grant results will be announced, and Miler replied end of July. Crawford asked if we do not get this grant will autonomous stop her and Miller said no.

- c. Motion to approve Pavement Management contract with selected vendor (Resolution 19-57)
- d. Sundell moved to approve Pavement Management contract with selected vendor (Resolution 19-57) and Hinrichsen seconded. Motion carried.

**10. GIS**

- a. Motion to approve Annual Maintenance Contract with ESRI (Resolution 19-56)  
Cotton moved to approve Annual Maintenance contract with ESRI (Resolution 19-56) and Gorman seconded. Motion carried.  
Hendon explained these are for licenses and access to tools and RGIS server. Was asked how many we are working with and he responded 25 to 30 and engaged with TCRPC. Miller said ESRI in the maintenance director report.

**11. Executive Session**

**12. Any action coming out of Executive Session**

**13. Other**

Bockler thanked Miller and staff on the help with the Census 2020

**14. Adjournment**

Adjourned at 7:10 p.m.

**July 2019 MEETING SCHEDULE**

<b>PPUATS Policy</b>	<b>NO Meeting</b>	<b>9:00 a.m.</b>
Executive Board	Monday, July 15	5:15 p.m.
<b>PPUATS Policy/Technical- East Peoria City Hall</b>	<b>Wednesday, July 17</b>	<b>9:00 a.m.</b>
Ways & Means	Thursday, July 25	4:30 p.m.
<b>Full Commission</b>	<b>Thursday, July 25</b>	<b>5:30 p.m.</b>

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To: Members of the Commission  
 From Eric W. Miller, Executive Director  
 Date: July 15, 2019  
 Subject: Executive Director Report for July 2019

Project	Activity	Status
<b>Administrative</b>		
<b>Outreach Activities</b>		
	Met with Eng Seng Loh, TCRPC Strategic Planning, Autonomous Conference	Complete
	Met with Sharon and John Amdall, TCRPC Strategic Planning	Complete
	Met with Holly Ostdick, IDOT rural Planning Invoicing	Complete
	Attended Pekin Chamber Transportation meetings	Complete
	Attended Meeting With USDOT	Complete
<b>Audit</b>	Prep for FY 19 audit	Ongoing
<b>Personnel</b>	Staff Reviews Ongoing	Ongoing
<b>Financial Report</b>	June results \$k	Ongoing
<b>Indirect Cost Rate(ICR)</b>	Work on FY20 ICR with State of Illinois GOMB	Ongoing
<b>Website</b>	Updated website.	Ongoing
<b>Planning issues</b>		
<b>PLBA</b>		
	Continued scoping work for Hydrology Study	Ongoing
	Research of UMRR projects for grant submittal	
	Development of Communications plan and Adaptive(Change) management plan	Ongoing
<b>Village of Princeville Comp Plan</b>	Signed Contract with Princeville, Work has commenced	Ongoing
<b>Village of El Paso Comp Plan</b>	Signed Contract with El Paso, Work has commenced	Ongoing
<b>Beneficial Use of Dredge Material</b>	Continued Outreach with Stakeholders	Ongoing
	Coordination with IDOT and contractor on dredge material from McCluggage Bridge Construction	Ongoing
	Coordinating participants for response to Illinois Center for Transportation Study (ICT) RFP	Ongoing
	Planning Activities started for September BUDM Symposium	Ongoing
	Coordination with H. Wayne Wilson regarding September "At Issue" program	
<b>Regional Hazard Mitigation Plan</b>	Waiting on IEMA and FEMA review	Ongoing
<b>Regional Water Supply Planning</b>	Continued work for Regional Water Supply Planning contract	Ongoing
<b>Watershed Planning</b>	Awaiting Decision to Woodford County SWCD to update Walnut Creek Watershed Plan	Ongoing
<b>University of Illinois Collaboration</b>	Recived notice of non selection for ICT funding for Beneficial Use study	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>PPUATS/ Transportation</b>		
<b>FY 20 UPWP Development</b>	Complete -Signed IDOT PL IGA	Ongoing
<b>SPR Grant applications</b>	Received notice of funding for 2 projects	complete
<b>Transportation Improvement Program</b>	Amendments processed	Ongoing
<b>STU project Selection</b>	Continued work on New STU selection program	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>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>	Aerial photos have been acquired, post processing has begun.	Ongoing
<b>Regional Pavement management Expanded</b>	Outreach to stakeholders	Ongoing
<b>FY20 SPR</b>	Recommended for Funding- Data Planimetrics /Transit Gray Area	Ongoing
<b>FY 19 Rural Planning Funds</b>	Developed planning framework and started to meet with rural communities	
<b>FY17 State Planning Funds</b>	Regional Pavement Condition Ratings Survey-Work will begin in June	In Progress
<b>FY17 Rural Planning Funds</b>	Metamora /Germantown Hills Trail Planning Data Collection is ongoing	In Progress
<b>FY19 State Planning Funds</b>	Region wide Guardrail inventory	ongoing
	L RTP public engagement tools	ongoing
	Performance Measures Dashboard web tool	ongoing
	Regional bicycle map	ongoing

**RESOLUTION 20-04**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR JUNE 2019**

**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 June 2019, and recommends that the Commission approve said reports.

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the financial reports and cash disbursements for June 2019 are approved.

Presented this 25th day of July 2019

Adopted this 25th day of July 2019

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Tim Neuhauser, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, & NET ASSETS**  
**JUNE 2019**

<b>ASSETS</b>	<b>JUNE 30, 2019</b>	<b>MAY 31, 2019</b>	<b>JUNE 30, 2018</b>
Current Assets			
Checking/Savings			
Restricted Cash:			
100012 · Checking - Flexible Benefits	1,620	1,620	1,620
100016 · Savings - Unvested Retirement	32,167	31,129	29,080
100011 · Checking - PPUATS	69,529	83,997	72,761
100018 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
Total Restricted Cash - Busey Bank	122,555	135,985	122,699
Unrestricted Cash:			
100010 · Checking - Operations	685,376	603,123	554,112
Total Checking/Savings Busey Bank	807,931	739,108	676,811
100020 · Accounts Receivable	169,421	237,736	341,848
Other Current Assets			
100050 · Prepaid Expenses	21,163	23,636	20,841
Total Other Current Assets	21,163	23,636	20,841
Total Current Assets	998,515	1,000,480	1,039,500
Fixed Assets			
100040 · Office Furniture	54,533	54,533	54,533
100042 · Computer Equipment	96,361	96,361	90,712
100044 · Vehicles	23,944	23,944	41,567
100046 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(173,440)	(172,609)	(181,240)
Total Fixed Assets	8,478	9,309	12,652
<b>TOTAL ASSETS</b>	<b>\$ 1,006,993</b>	<b>\$ 1,009,789</b>	<b>\$ 1,052,151</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
200010 · Accounts Payable	54,736	46,085	244,259
Other Current Liabilities			
200015 · Accrued Expenses	542	361	1,326
200021 · Accrued Payroll	23,142	22,285	21,598
200055 · Vacation/Personal Time	44,182	39,923	45,215
200056 · Unvested Retirement Account	32,143	31,106	29,059
200060 · Employer Liabilities	2,599	3,178	2,935
200071 · Deferred Revenue - PPUATS	53,816	68,293	25,027
200078 · Deferred Revenue - Tazewell County	-	-	-
200092 · Deferred Revenue - IDNR	-	-	-
200095 · Deferred Revenue - IL MPO	19,238	19,238	19,238
200103 · Deferred Revenue - Woodford Co.	4,667	5,600	4,667
200104 · Deferred Revenue - Regional Server	-	750	-
200107 · Deferred Revenue - Village of Washburn	563	563	1,050
Total Other Current Liabilities	180,892	191,298	150,115
Total Current Liabilities	235,628	237,383	394,373
<b>Total Liabilities</b>	<b>235,628</b>	<b>237,383</b>	<b>394,373</b>
Equity			
310000 · General Fixed Asset Equity	13,450	13,450	13,450
350000 · Capital Contribution	193,000	193,000	193,000
390000 · Retained Earnings	451,328	451,328	332,021
Net Income	113,587	114,628	119,307
<b>Total Equity</b>	<b>771,365</b>	<b>772,406</b>	<b>657,778</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 1,006,993</b>	<b>\$ 1,009,789</b>	<b>\$ 1,052,151</b>

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**COMPARATIVE STATEMENTS OF INCOME AND EXPENSE**  
**JUNE 2019**

	Month of JUNE 2019	Month of MAY 2019	Current FY JUL '18 - JUN '19	Previous FY JUL '17 - JUN '18	Annual FY19 Budget	% Annual FY19 Budget
<b>Income</b>						
400010 · FHWA PL Fund	16,505	23,094	454,135	613,592	546,021	83.2%
400011 · FTA Section 8	4,388	6,139	120,719	163,702	145,144	83.2%
400015 · PPUATS Matching	5,223	7,308	143,714	194,323	172,791	83.2%
400016 · IDOT Rural Planning	8,803	13,523	53,652	10,183	22,676	236.6%
400017 · FHWA SPR Fund	-	-	46,417	-	-	-
400020 · Regional/Local Funds	3,437	3,437	41,250	41,250	41,250	100.0%
400022 · Woodford County GIS	1,810	2,253	30,171	49,422	45,000	67.0%
400136 · Municipal GIS Support Services	53	67	945	3,398	1,000	94.5%
400140 · Tazewell Co. Zoning	754	754	9,045	9,929	9,045	100.0%
400188 · City of El Paso GIS	-	-	-	-	3,425	0.0%
400200 · Interest Income	100	110	1,257	1,099	1,000	125.7%
400210 · Other	-	-	-	3,707	-	0.0%
400240 · Woodford County Planning	-	-	-	-	500	0.0%
400254 · Human Services Trans Plan	4,553	4,584	45,879	41,924	73,810	62.2%
400271 · Regional Server Partnership	750	750	9,000	9,000	9,000	100.0%
400276 · JARC/New Freedom	19,700	-	72,829	110,481	71,390	102.0%
400291 · JARC - cicarpool	-	-	-	-	9,800	0.0%
400315 · GPSD GIS Staffing	750	2,625	27,300	20,954	25,000	109.2%
400320 · Regional Water Supply Plan	3,249	3,732	16,050	24,273	-	0.0%
400322 · Hazard Mitigation Plan	-	-	20,763	27,951	23,139	89.7%
400323 · Peoria Park District	-	-	-	563	-	0.0%
400325 · FTA 5310 Admin Fee	-	-	7,266	-	10,000	72.7%
400326 · Para-Transit Study	-	-	-	-	10,000	0.0%
400328 · MPO Special Projects	-	-	-	-	-	0.0%
400329 · IDOT Dist 4	-	-	-	31,565	-	0.0%
400330 · IDOT State Planning	27,928	24,183	131,446	56,918	657,082	20.0%
<b>Total Income</b>	<b>\$ 98,003</b>	<b>\$ 92,560</b>	<b>\$ 1,231,836</b>	<b>\$ 1,414,233</b>	<b>\$ 1,877,073</b>	<b>65.6%</b>
<b>Expense</b>						
500010 · Advertising and Printing	-	-	1,160	867	1,800	64.5%
500015 · Contractual Services	23,700	12,662	227,453	433,883	837,950	27.1%
500020 · Copier	406	399	5,620	5,181	6,000	93.7%
500025 · Computer Software and Support	2,388	2,886	32,650	31,462	52,000	62.8%
500030 · Equipment Maintenance	402	-	3,065	7,605	2,000	153.2%
500035 · Group Health Insurance	6,529	6,600	81,385	73,564	82,000	99.3%
500036 · General Insurance	(130)	610	6,765	10,136	7,100	95.3%
500038 · Workers Compensation	163	(754)	1,293	912	2,700	47.9%
500040 · Membership and Subscriptions	172	177	12,100	2,702	3,000	403.3%
500050 · Miscellaneous	103	152	1,811	4,595	2,500	72.4%
500070 · Office Supplies	499	172	5,279	4,349	4,000	132.0%
500080 · Postage	-	-	439	300	500	87.8%
500085 · Rent	2,849	2,849	34,184	34,214	34,184	100.0%
500086 · Retirement	2,371	2,357	28,855	26,017	28,000	103.1%
500090 · Telephone	532	532	5,513	5,295	2,688	205.1%
500100 · Conference Travel	1,495	639	8,492	5,388	2,500	339.7%
500110 · Utilities	311	(143)	3,360	2,960	3,832	87.7%
500111 · Travel	661	479	4,082	2,582	1,700	240.1%
500115 · Conference Registration	792	780	6,648	9,952	10,000	66.5%
500120 · Professional Services	-	-	39,741	33,573	44,400	89.5%
500130 · Space Costs	1,044	1,020	12,745	13,680	13,380	95.3%
510000 · Depreciation Expense	832	832	9,823	8,097	9,800	100.2%
520000 · Salaries	50,304	42,783	537,593	529,005	555,000	96.9%
520600 · Payroll Taxes	3,623	3,466	48,193	48,609	49,000	98.4%
<b>Total Expense</b>	<b>\$ 99,044</b>	<b>\$ 78,498</b>	<b>\$ 1,118,249</b>	<b>\$ 1,294,926</b>	<b>\$ 1,756,034</b>	<b>63.7%</b>
<b>Net Income</b>	<b>\$ (1,041)</b>	<b>\$ 14,062</b>	<b>\$ 113,587</b>	<b>\$ 119,307</b>	<b>\$ 121,039</b>	<b>93.8%</b>

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**STATEMENTS OF CASH FLOW**  
**JUNE 2019**

<b>OPERATING ACTIVITIES</b>	<b>JUN '19</b>	<b>YTD</b>
Net Income	\$ (1,041)	\$ 113,587
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	832	9,823
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	68,315	172,427
100050 · Prepaid Expenses	2,473	(323)
200010 · Accounts Payable	8,650	(189,523)
200015 · Accrued Expenses	181	(783)
200021 · Accrued Payroll	857	1,544
200055 · Vacation/Personal Time	4,259	(1,033)
200060 · Employer Liabilities	458	2,748
200071 · Deferred Revenue - PPUATS	(14,476)	28,790
200078 · Deferred Revenue - Tazewell Co.	-	-
200103 · Deferred Revenue - Woodford Co.	(933)	-
200104 · Deferred Revenue - Regional Server	(750)	-
200107 · Deferred Revenue - Village of Washburn	-	(488)
Net cash provided by Operating Activities	\$ 68,823	\$ 136,770
<b>INVESTING ACTIVITIES</b>		
100042 · Computer Equipment	-	(5,649)
100046 · Leasehold Improvements	-	-
Net cash provided by Investing Activities	-	(5,649)
<b>FINANCING ACTIVITIES</b>		
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	-	-
Net cash increase/(decrease) for period	68,823	131,120
Cash at beginning of period	739,108	676,811
<b>Cash at end of period</b>	<b>\$ 807,931</b>	<b>\$ 807,931</b>





ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

ACCOUNT SUMMARY

Credit Limit \$5,000.00  
 Credit Available \$2,163.00  
 Statement Closing Date June 26, 2019  
 Days in Billing Cycle 31  
 Previous Balance \$157.79  
 - Payments & Credits \$157.79  
 + Purchases & Other Charges \$2,811.18  
 + Balance Transfer \$0.00  
 + Cash Advances \$0.00  
 + FEE CHARGED \$0.00  
 + INTEREST CHARGED \$0.00  
 = New Balance \$2,811.18

Questions? Call Card Services 1-800-248-9600  
 Or Write: PO BOX 2360  
 Omaha, NE 68108  
 Or email: customercare@busey.com

PAYMENT INFORMATION

New Balance \$2,811.18  
 Minimum Payment Due \$141.00  
 Payment Due Date July 23, 2019

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a \$20.00 late fee.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	8 years	\$3,871.00
\$100.00	3 years	\$3,603.00 (Savings = \$268.00)

Approved by \_\_\_\_\_

Date \_\_\_\_\_

If you would like information about credit counseling services, call 1-888-671-2227

Project Del Skate Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
05/26	05/27	24692164J2XWGP0RX	Intuit *PayrollEE usag 800-446-8848 CA	25.50 ✓
06/03	06/04	24492154SS0P0K6K7	PAYPAL *APAIL 402-935-7733 CA	350.00 ✓
06/05	06/07	24247604XEJDXQESA	BROWNPAPERTICKETS COM 800-838-3006 WA	135.54 ✓
06/10	06/12	247893052L7SKFWGF	DIGITAL NEWSPAPER SUBSCR1877-5782716 NY	4.99 ✓
06/11	06/13	244310653WESNBZ87	AMERICAN AIR0012359726035 FORT WORTH TX	650.00 ✓
06/12	06/13	2469216532XRNGZAY	HYATT PLACE WASH DC NM WASHINGTON DC	845.22 ✓
06/13	06/14	2469216542XAMY2M5	LOGMEIN*GOTOMEETING LOGMEIN.COM CA	36.00 ✓
06/14	06/14	F32480055000PI165	PAYMENT-BRANCH THANK YOUPEORIA IL	157.79-

Transactions continued on next page



Busey  
100 W. University Ave  
Champaign IL 61820

ERIC MILLER  
456 FULTON ST SUITE 401  
PEORIA IL 61602

Payment Information

Account Number: XXXX XXXX XXXX 9435  
 Payment Due Date July 23, 2019  
 New Balance \$2,811.18  
 Minimum Payment Due \$141.00  
 Past Due Amount \$0.00

Amount Enclosed: \$

Make Check Payable to:

BUSEY  
PO BOX 660525  
DALLAS TX 75266-0525

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

**TRANSACTIONS (continued)**

Tran Date	Post Date	Reference Number	Transaction Description	Amount
06/16	06/17	2443106570RVRGF69	ADOBE *CREATIVE CLOUD 800-833-6687 CA	56.30
06/23	06/24	24431055E0RXF5785	LENOVO GROUP 800-426-9735 NC	401.63
06/24	06/25	24492155FS1EE3R98	AMERICAN PLANNING A 312-431-9100 IL	306.00
<b>TOTAL FEES FOR THIS PERIOD</b>				<b>0.00</b>
<b>INTEREST CHARGED</b>				
06/26	06/26		Interest Charge on Purchases	0.00
06/26	06/26		Interest Charge on Cash Advances	0.00
<b>TOTAL INTEREST FOR THIS PERIOD</b>				<b>0.00</b>

<b>Totals 2019 Year-to-Date</b>	
Total fees charged in 2019	\$35.00
Total interest charged in 2019	\$12.90

**REWARDS SUMMARY**

Available Points 31,078

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	ANNUAL PERCENTAGE RATE (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	16.90% (f)	\$0.00	31	\$0.00
Cash Advances	16.90% (f)	\$0.00	31	\$0.00

(v) = variable (f) = fixed

**IMPORTANT MESSAGES**

Access your Legacy South Side Bank Credit Card by visiting [busey.com/ssbcards](http://busey.com/ssbcards).

**RESOLUTION 20-02**

**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 2020 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 25th day of July 2019

Adopted this 25th day of July 2019

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Tim Neuhauser, Chairman

Tri-County Regional Planning Commission

ATTEST:

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Eric W. Miller, Executive Director

Tri- County Regional Planning Commission

# Staff Memo

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TCRPC Personnel Committee

**DATE: July 8, 2019**

**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 May 2019 is up 1.8%. Last year, the schedules were adjusted upward by 2.5%. 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 increases and promotions based on positive performance evaluations.

Position	FY2019		FY2020 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director	To be determined by Commission		To be determined by Commission	
GIS Program Manager	\$71,426.31	\$107,141.70	\$72,854.84	\$109,284.53
Planning Program Manager	\$71,426.31	\$107,141.70	\$72,854.84	\$109,284.53
GIS Manager	\$53,690.67	\$80,536.01	\$54,764.48	\$82,146.73
Senior Planner	\$52,321.93	\$78,481.78	\$53,368.37	\$80,051.42
GIS Project Manager	\$52,321.93	\$78,481.78	\$53,368.37	\$80,051.42
GIS Specialist III	\$47,181.36	\$70,774.27	\$48,124.99	\$72,189.75
Planner III	\$47,181.36	\$70,774.27	\$48,124.99	\$72,189.75
GIS Specialist II	\$42,093.17	\$66,810.72	\$42,935.04	\$68,146.94
Planner II	\$42,093.17	\$66,810.72	\$42,935.04	\$68,146.94
GIS Specialist I	\$35,917.13	\$53,876.81	\$36,635.47	\$54,954.35
Planner I	\$35,917.13	\$53,876.81	\$36,635.47	\$54,954.35
Office Administrator	\$35,213.81	\$56,359.04	\$35,918.09	\$57,486.22

The Wage and Salary Schedule was adopted August 23, 2018, 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 benefits. The schedule provides a guide to the Executive Director for compensating part-time employees.

Position	FY2019		FY2020 Proposed	
	Minimum	Maximum	Minimum	Maximum
Executive Director				
GIS Program Manager	\$38.08	\$52.79	\$38.84	\$53.84
Planning Program Manager	\$38.08	\$52.79	\$38.84	\$53.84
GIS Manager	\$36.84	\$47.88	\$37.57	\$48.84
Senior Planner/GIS Project Manager	\$35.61	\$46.66	\$36.32	\$47.59
Planner III	\$34.39	\$44.21	\$35.07	\$45.09
GIS Specialist III	\$34.39	\$45.43	\$35.07	\$46.34
Planner II	\$33.15	\$41.74	\$33.81	\$42.58
GIS Specialist II	\$33.15	\$41.74	\$33.81	\$42.58
Planner I	\$30.70	\$38.08	\$31.31	\$38.84
GIS Specialist I	\$30.70	\$38.08	\$31.31	\$38.84
Office Administrator	\$29.46	\$36.84	\$30.05	\$37.57
Secretary	\$24.55	\$29.46	\$25.05	\$30.05
Accountant	\$30.45	\$39.81	\$31.06	\$40.61

The Wage and Salary Schedule was adopted August 23, 2018, by the Tri-County Regional Planning Commission.

**RESOLUTION 20-03**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE FY 2020 WAGE ADJUSTMENTS FOR THE FULL-TIME AND PART-TIME STAFF TO BE EFFECTIVE AS OF JULY 1, 2019**

**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 2020 Overall Work Program, and

**WHEREAS**, the FY 2020 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 \$10,875.00 for FY 2020 wage increases for the full time and part-time staff to be distributed by the Executive Director at his discretion.

Presented this 25th day of July 2019

Adopted this 25<sup>th</sup> day of July 2019

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Tim Neuhauser, 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: July 8, 2019**

**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. Last year, the Commission modified this approach and granted cost of living increases of 3% to all Commission employees. To recognize high achieving employees, the Commission also adopted a "Promotion in Place" policy which was executed in February of this year.

During the development of the FY 2020 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 \$10,871 All salary increases will be effective as of July 1, 2018.



service.....	.2	5.1	-.3	-2.4	-.1	-.8	-1.0	-2.6
All items less food and energy.....	.2	.2	.2	.1	.1	.1	.1	2.0
Commodities less food and energy commodities....	.2	.0	.4	-.2	-.2	-.3	-.1	-.2
New vehicles.....	.0	.0	.2	-.2	.4	.1	.1	.9
Used cars and trucks....	2.5	-.5	.1	-.7	-.4	-1.3	-1.4	.3
Apparel.....	-.6	.0	1.1	.3	-1.9	-.8	.0	-3.1
Medical care commodities	.5	-.4	.1	-1.0	.4	.9	-.4	-.7
Services less energy services.....	.2	.2	.2	.2	.3	.3	.2	2.7
Shelter.....	.3	.3	.3	.3	.4	.4	.2	3.3
Transportation services	.0	-.1	-.2	-.1	.0	.1	.1	1.1
Medical care services...	.4	.4	.3	.0	.3	.2	.5	2.8

1 Not seasonally adjusted.

## Food

The food index increased 0.3 percent in May after falling 0.1 percent in April. The index for food at home, which fell 0.5 percent in April, also rose 0.3 percent in May. The index for nonalcoholic beverages rose 1.2 percent over the month of May, while the index for meats, poultry, fish, and eggs increased 0.8 percent. The index for dairy and related products increased 0.7 percent in May, and the index for cereals and bakery products rose 0.4 percent over the same period.

The index for fruits and vegetables declined for the second consecutive month, falling 0.8 percent in May. The index for other food at home was unchanged over the month.

The index for food away from home rose 0.2 percent in May. Both the index for full service meals, and the index for limited service meals also increased 0.2 percent.

The food index rose 2.0 percent over the past year, with the food at home index increasing 1.2 percent. All six major grocery store group indexes increased over the past 12 months, with the indexes for nonalcoholic beverages and for cereals and bakery products increasing the most, rising 2.9 percent and 2.2 percent, respectively. The index for food away from home rose 2.9 percent over the past year.

## Energy

The energy index fell 0.6 percent in May. The gasoline index declined 0.5 percent in May following a 5.7-percent increase in April. (Before seasonal adjustment, gasoline prices rose 2.4 percent in May.) The index for natural gas fell 1.0 percent in May, its fifth consecutive monthly decline. The electricity index also fell, decreasing 0.8 percent in May.

The energy index decreased 0.5 percent over the past 12 months, with all of its major component indexes declining. The gasoline index decreased 0.2 percent over the past year. The index for natural gas declined 2.6 percent and the index for electricity fell 0.2 percent over the 12-month period.

## All items less food and energy

The index for all items less food and energy increased 0.1 percent in May. The shelter index rose 0.2 percent in May after rising 0.4 percent in each of the preceding 2 months. The index for owners' equivalent rent rose 0.3 percent, while the index for rent increased 0.2 percent over the month. The index for lodging away from home fell 0.1 percent in May, breaking a string of 5 consecutive monthly increases.

The medical care index rose 0.3 percent in May, the same increase as in April and March. The index for prescription drugs fell 0.2 percent, but the index for hospital services rose 0.5 percent and the index for physicians' services advanced 0.1 percent. The personal care index increased 0.3 percent in May, while the index for education rose 0.2 percent. The indexes for airline fares, for household furnishings and operations, and for new vehicles also increased over the month. The index for apparel was unchanged in May following 2 monthly declines.

The index for used cars and trucks fell 1.4 percent in May, its fourth consecutive monthly

decrease. The index for motor vehicle insurance declined 0.4 percent in May, the largest monthly decrease in that index since May 2007. The index for recreation decreased 0.3 percent for the month.

The index for all items less food and energy rose 2.0 percent over the past 12 months. The 12-month change has remained in the range of 1.6 percent to 2.4 percent since June 2011. The shelter index rose 3.3 percent over the year, with the rent index rising 3.7 percent. The medical care index increased 2.1 percent over the past 12 months.

#### Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 1.8 percent over the last 12 months to an index level of 256.092 (1982-84=100). For the month, the index increased 0.2 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 1.7 percent over the last 12 months to an index level of 249.871 (1982-84=100). For the month, the index increased 0.2 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 1.7 percent over the last 12 months. For the month, the index increased 0.2 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

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The Consumer Price Index for June 2019 is scheduled to be released on Thursday, July 11, 2019 at 8:30 a.m. (EDT).

#### Technical Note

##### Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents about 93 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U).

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents about 29 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained

# Tri-County Regional Planning Commission

## Commissioner Strategic Planning Session

### 2019 TIMELINE

DATE	ACTION
June 19	First contact from Eric Miller
June 24	Amdall email to Eric Miller
July 1 or July 2	Amdall meeting with Eric Miller and Tim Neuhauser
July 3	Eric email to TCRPC Executive Committee – Amdall meeting request
During July	Amdall meeting with each Executive Committee member
Prior to August 1	Amdall meeting with Eric Miller to provide feedback
August 1	Eric email to other Commissioners – Amdalls will be sending questionnaire
During August	Amdalls analyze feedback and plan the planning session
Prior to September 1	Amdall meeting with Eric Miller to finalize plans for the planning session
September 16	Advanced packet available for Eric to send to Commissioners, if needed
September 16	Amdalls are 100% prepared for the session
Sept 17 to Oct 2	Amdalls are not available
Oct 4 or Oct 5	Half Day Strategic Planning Session
Prior to Oct 14	Amdalls provide documentation of the meeting to Eric Miller

# **Tri-County Regional Planning Commission**

## **Commissioner Strategic Planning Session**

### **DELIVERABLES**

The expected deliverables of the Tri-County Regional Planning Commission Commissioner Strategic Planning Session:

- Summarized input from Commissioners on Mission
- Proposed changes to the Mission, if any
- Summarized input from Commissioners on Vision
- Proposed changes to the Vision, if any
- Proposed SWOT {with clear definition of SWOT}
- Areas of focus for the Tri-County Regional Planning Commission
- Proposed list of partnerships / collaborative organizations with roles
- Action Items / Next Steps

# Tri-County Regional Planning Commission

## Commissioner Strategic Planning Session

### AGENDA

Either Friday, October 4 or Saturday, October 5, 2019

Location???? {NOTE: need ample wall space for flip charts}

- Introductions
- Discussion on Mission input
  - Any proposed changes to the Mission?
- Discussion on Vision input
  - Any proposed changes to the Vision?
- SWOT
  - Definition of each category
  - Post-It Note Exercise for group input
- Break
- TCRPC Areas of Focus
  - Current areas of focus
  - Remove or Add areas of focus?
- Partner / Collaborative Organizations
- Action Items / Next Steps

**RESOLUTION 20-05**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO CONTRACT WITH SELECTED CONSULTANT TO ASSIST STAFF WITH EVENT MANAGEMENT AND GRAPHIC DESIGN FOR A REGIONAL AUTONOMOUS MOBILITY CONFERENCE.**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides staffing to PPUATS, the Metropolitan Planning Organization for the region and

**WHEREAS**, the PPUATS has set-aside \$15,000 of FY 19 State Metropolitan Planning Funds for a regional conference

**WHEREAS**, the Commission staff has followed state and local procurement policy to solicit at least three quotes for small purchase procedures of less than or equal to \$8,000 for professional services, and

**WHEREAS**, the Commission staff has evaluated three quotes to determine the best candidate to provide professional event management and graphic design services to the Commission for a regional autonomous mobility conference, and

**WHEREAS**, the SELECTED CONSULTANT has submitted a quote to provide professional event management and graphic design services to the Commission for a regional autonomous mobility conference in October, for an estimated fee not to exceed \$8,000.

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes the Executive Director to enter into a contract with the SELECTED CONSULTANT for event management and graphic design services for a regional autonomous mobility conference, for an amount not to exceed of \$8,000.

Presented this 25th day of July 2019

Adopted this 25th day of July 2019

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Tim Neuhauser, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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

**RESOLUTION 20-1**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO RENEW TRIMBLE VRS NETWORK SUBSCRIPTION**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides geographic information system support and data collection assistance for its members which requires up-to-date GPS equipment, and

**WHEREAS**, asset management is emphasis area in the Fixing Americas Surface Transportation (FAST) Act. Updated GPS equipment will provide the Commission and its members with an effective tool to collect the region's assets and,

**WHEREAS**, the renewal of the two Trimble VRS Network Subscriptions will continue to provide the accuracy needs for current data collection projects and,

**WHEREAS**, adequate funding for this upgrade has been included in the PL/FTA line item of the FY 2020 budget.

**THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the Commission authorizes the Executive Director renew Trimble VRS Network Subscription Service for a amount not to exceed \$3,300.

Presented this 25th day of July 2019

Adopted this 25th day of July 2019

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Tim Neuhauser, Chairman  
Tri-County Regional Planning Commission

ATTEST:

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