



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.....4:30 p.m., June 25, 2020

Full Commission/**Executive Board (in lieu of Lack of Quorum)** ...5:30 p.m., June 25, 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) May 28, 2020 minutes
5. Executive Director report
6. Ways and Means Report
 - a. Motion to approve May Financial Statements and Billings (Resolution 20-48)
 - b. Motion to approve FY2021 Budget (Resolution 20-49)
7. Administration
8. Planning
 - a. Motion to approve Executive Director to enter into contract with Village of Dunlap for Comprehensive Plan (Resolution 20-52)
 - b. Motion to approve Executive Director to enter into agreement for Illinois Department of Human Services 2021 Census funding (Resolution 20-53)
 - c. Motion to approve Executive Director enter into agreement with selected marketing consultant pending 2021 Census grant award (Resolution 20-54)
9. Transportation
 - a. PPUATS Report
 - b. Motion to approve FY21 Unified Work Program for transportation funds (Resolution 20-51)
10. GIS
 - a. Motion to approve purchase of maintenance for GIS software from Environmental Systems Research Institute (ESRI) Resolution 20-50)
 - b. Motion to approve Trimble VRS subscription renewal (Resolution 20-55)
11. Executive Session
12. Any action coming out of Executive Session
13. Other
14. Adjournment

July 2020 MEETING SCHEDULE

PPUATS Policy	No Meeting	9:00 a.m.
PPUATS Technical	Wednesday, July 15, 2020	9:00 a.m.
Executive Board	Monday, July 20, 2020	5:15 p.m.
Ways & Means	Thursday, July 23, 2020	4:30 p.m.
Full Commission	Thursday, July 23, 2020	5:30 p.m.



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Ways & Means Committee.....4:30 p.m., May 28, 2020

Full Commission/**Executive Board (in lieu of Lack of Quorum)** ...5:30 p.m., May 28, 2020

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

Staff: Miller, Lees, and Harms. Via phone: Stratton, Hendon, Bruner, West. Abi-Akar, and Martin via phone
Joyce Harrant- Via phone

3. Public Input-none

4. Presentation of Executive Board (Full Commission) April 23, 2020 minutes

Hovey moved to approve April 23, 2020 minutes and Logan seconded. Motion carried.

5. Public Meeting-LRTP 2020-2045 Update

Gorman moved to open Public Meeting-LRP 2020-2045 Update and Bender seconded. Motion carried.
Harms mentioned this is the 3rd of 4 meetings.

- Harms went thru the following:
 - What is LRTP?

- The Expert groups
 - 2045 Priorities
 - Public Input process
 - Bockler asked if this was for the 3 regional communities and how is this going to help small rural areas? Harms said they have access to everything and should contact their County Engineer. Miller added to notify their county engineer and County board members. The region is a singular unit.
 - Joyce Harrant asked if this will plan could enable the use of electric vehicle charging stations.
 - Harms said that technology is a regional priority.
 - Miller mentioned the new transportation bill, and this will be discussed for our region.
 - Harrant asked who we need to address this with?
 - Martin addressed this issue as an autonomous stakeholder and is participating in different work levels. We will bring together all suggestions to public and test more technologies
 - Harms explained the process of the website and mind mixer for questions.
 - Joyce Harrant asked if North Valley neighborhood could have major arteries safer for walking? Harms said we can advocate for that. Since they are city roads, we cannot tell them what to do with the roads. City is primary contact for that issue.
- Hovey moved to close Public Meeting and Gorman seconded. Motion carried.

6. Executive Director report

Miller updated on the following:

- Staff is continuing to work remotely
- Ulrich is making sure we are following state guidelines for opening. Meetings will continue to be virtual and there is no traveling.
- Lees updated the Village of Dunlap Comprehensive Plan, Miller added we will be working with Tremont also on a Comprehensive.
- PLBA explained some work related to the river and that Heartland leadership will be changing.
- Peoria County engineer legislation over the weekend and the region faired very well with House Bill 64.

7. Ways and Means Report

- a. Motion to approve April Financial Statements and Billings (Resolution 20-46)

Stimson moved to approve April Financial Statements and Billings (Resolution 20-46) Motion carried.

Stratton reviewed the following:

- Total cash \$790,705. Overall, cash decreased by \$63k. Our result of operations was 7,304, then we take away the \$18.6k due to the increase in AR this month and subtract another \$42k for paying down AP and \$14k for deferred revenue. That just leaves us with \$4.7k add back due to the changes in accruals and deferrals that you see on the Cash Flow Statement.
 - Accounts Receivables at the end of the month was \$519,624 which is up by \$18.5k over March, but it is coming in and going our regularly, and nearly all of it is approved Federal and State funding.
 - Accounts Payable at end of month was \$315,758 which is \$42k lower than end of March. All but about \$11k is direct pass-thru money for contract services and consultants.
 - Total Billings for April were \$220.6k less direct pass-throughs of \$139.7k=operating revenue of &80.9k for 21 working days.
 - Total expenses for April were \$213.3k less direct pass-throughs of \$139.7k = operating expenses of \$73.6k – well within our expected range.
 - April results in a surplus of \$7,304
 - YTD surplus is \$40,177
- b. Review FY2021 Draft Budget
- Smith asked if any anticipated reduction from revenue due to COVID-19 and Miller said no.
 - Miller mentioned that with counties and communities hurting there may be some later. The final draft will be at June’s meeting.
 - PPUATS is using Metropolitan Planning funds for local match for this year only.
 - On the expense side it is a normal budget. We are looking to ad a new planner but not until mid-year next year.

8. Administration

- a. Motion to approve Slate of Officers and Committee Members (Resolution 20-47)
Crawford moved to approve Slate of Officers and Committee Members (Resolution 20-47) and Gorman seconded. Motion carried.
Rosenbohm thanked Crawford for his work.
Crawford explained the 4 filters:
 - Best qualified
 - Consistent with by-laws
 - County Board input
 - All persons were contacted and were all in agreement in designation

9. Planning

- a. Update on 2020 Census Grant Program
 - Bruner updated persons are now going out in field door to door to drop off census questions in Peoria, Glasford, City of Peoria, West Peoria, and Minier.
 - Nonresponses follow up was in September but is extended to October 31st.
 - Went over the response rate for the state and Woodford County is ranked 5th. The grant expires the end of June.

10. Transportation

- a. PPUATS Report
Harms reported on the following:
 - LRTP has been the focus.
 - UPWP will be taken to Technical and then Policy
 - Reported on the Surface Block grantMiller added that Hanna City Rail trail surface transportation must be purchased by public ownership by April 2021

11. GIS

12. Executive Session

13. Any action coming out of Executive Session

14. Other

15. Adjournment

Adjourned at 6:45 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: June 15, 2020
 Subject: Executive Director Report for June, 2020

Project	Activity	Status
Administrative		
Headlines		
	Staff transitioning work to office. Meetings will be remote	Ongoing
	All TCRPC/Commission meetings still being held Virtually	Ongoing
	Transitioning to paperless billing and payments	Ongoing
	Completed necessary forms to receive FY 21 Census grant from State 223k	Ongoing
	PPUATS Policy Committee adopted LRTP	Ongoing
	Met with Village of Dunlap re Comp Plan	Ongoing
	Completed Regional Safety grant for regional guardrail replacement project	Ongoing
	Worked with Staff on annual budget	Ongoing
	Working with regional group on Long term economic recovery	Ongoing
Audit	Executed Engagement Letter to Martin Hood for FY2020 Financial Audit	Complete
Personnel	Will begin annual staff reviews in July	Complete
Financial Report	May results positive 7k	Ongoing
Indirect Cost Rate(ICR)	Work on FY21 ICR with State of Illinois GOMB	Complete
Website	Updated website.	Ongoing
Planning issues		
PLBA	Ongoing Discussions with Professor Tim Stark ICT Grant Recipient	Ongoing
	Prioritized CCP projects/work activities with Committee	Ongoing
	Received feedback on 2 projects to GPEDC for inclusion in CEDS Hydro Study BUDM Business Plan	Ongoing
	Development of Communications plan and Adaptive(Change) management plan	Ongoing
	Participated in numerous meeting regarding IDNR Asian Carp Commercial Fishing program	Ongoing
	Participated in USACE calls regarding programming funds	
	Developed letter to USACE requesting additional planning for Peoria Lakes Islands	
	Learned Heartland Water Resources Council will undergo leadership changes	
Village of Princeville Comp Plan	Work has commenced	Ongoing
Village of El Paso Comp Plan	Work has commenced	Ongoing
Beneficial Use of Dredge Material	Continued Outreach with Stakeholders	Ongoing
	Coordination with ADM and Better Earth Compost for dredge material	Ongoing
Regional Water Supply Planning	Continued work for Regional Water Supply Planning contract/ applied for Contract Extension	Ongoing
Watershed Planning	Awaiting Decision to Woodford County SWCD to update Walnut Creek Watershed Plan	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood		complete
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Pending
	Developed COVID-19 dashboard for Woodford County Health Dept.	Ongoing
PPUATS/ Transportation		
FY 21 UPWP Development	Submitted final UPWP to IDOT	Ongoing
SPR Grant applications	awaiting decision on SPR applications- Activity based model and asset management expansion	complete
Transportation Improvement Program	Began working on FY 21 TIP Document	Complete
	Processed FY 20 TIP Amendments	Ongoing
STU project Selection	Call for Project complete Staff/Committee Review	Ongoing
Eastern Bypass Coalition	No activity	
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	In Progress
Transportation Alternatives Program	No Activity	
Highway Safety Improvement Program	Coordinated Activities for regional guardrail replacement grant application to IDOT	Ongoing
Special Transportation Studies	Continued Consultant procurement with Communities on selected projects	Ongoing
State Planning and Research Funding		
Digital ortho project	Project is finished	Complete
Regional Pavement management Expanded	Outreach to stakeholders	Ongoing
FY20 SPR	Recommended for Funding- Data Planimetric /Transit Gray Area	Ongoing
Grey Area Study	Selected Consultant/ Kick off meeting held	Ongoing
GIS Planimetric data acquisition	RFP Developed and released	Ongoing
FY 19 Rural Planning Funds		
	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
FY17 State Planning Funds	Regional Pavement Condition Ratings Survey-Work will begin in June	ongoing
FY17 Rural Planning Funds	Metamora /Germantown Hills Trail- project completed pending Scheduled Committee Meeting	ongoing
FY19 State Planning Funds	Region wide Guardrail inventory- Complete	complete
	LRTP public engagement tools	ongoing
	Performance Measures Dashboard web tool	ongoing
	Regional bicycle map	ongoing

RESOLUTION 20-48

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

WHEREAS, the Tri-County Regional Planning Commission is required to establish and maintain proper accounting procedures and cash management records in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental agencies, and

WHEREAS, on a monthly basis, the staff accountant prepares end-of-month financial reports and a listing of cash disbursements, and

WHEREAS, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for May 2020, 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 May 2020 are approved.

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF ASSETS, LIABILITES, & NET ASSETS
 May 31, 2020

ASSETS	MAY 2020	APR 2020	MAY 2019
Current Assets			
Checking/Savings			
Restricted Cash:			
11100 · Checking - Flexible Benefits	1,530	1,515	1,620
11200 · Checking - PPUATS	85,422	85,400	83,997
11300 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
11400 · Savings - Unvested Retirement	28,304	27,575	31,129
Total Restricted Cash	134,495	133,728	135,985
Unrestricted Cash:			
10000 · Checking - Operations	707,395	659,352	603,123
Total Checking/Savings	841,890	793,080	739,108
13000 · Accounts Receivable	484,903	520,479	237,735
Other Current Assets			
15000 · Prepaid Expenses	21,917	23,537	23,636
Total Other Current Assets	21,917	23,537	23,636
Total Current Assets	1,348,710	1,337,097	1,000,478
Fixed Assets			
17100 · Computer Equipment	96,361	96,361	96,361
17200 · Office Furniture	54,533	54,533	54,533
17300 · Vehicles	23,944	23,944	23,944
17400 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(179,982)	(179,982)	(172,609)
Total Fixed Assets	1,936	1,936	9,309
Other Assets			
19000 · Right of Use - Office Space	324,500	327,450	-
Total Other Assets	324,500	327,450	-
TOTAL ASSETS	\$ 1,675,147	\$ 1,666,483	\$ 1,009,788
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
20000 · Accounts Payable	338,911	319,133	46,085
Other Current Liabilities			
21000 · Accrued Expenses	1,148	1,244	361
22100 · Accrued Payroll	23,182	23,182	22,285
22200 · Vacation/Personal Time	48,952	47,742	39,923
22300 · Unvested Retirement Account	28,270	27,549	31,106
22000 · Employer Liabilities	2,790	2,766	3,178
23100 · Deferred Revenue - PPUATS	53,548	66,099	68,293
23101 · Deferred Revenue - IDOT/PPUATS	2,575	3,863	-
23200 · Deferred Revenue - IL MPO	19,238	19,238	19,238
23500 · Deferred Revenue - Walkability	10,374	10,374	-
23300 · Deferred Revenue - Woodford Co.	5,600	6,533	5,600
23400 · Deferred Revenue - Regional Server	750	1,500	750
23500 · Deferred Revenue - Village of Washburn	488	488	563
Total Other Current Liabilities	196,914	210,578	191,298
Total Current Liabilities	535,826	529,710	237,383
Long Term Liabilities			
29000 · Office Space Lease Liability	321,550	324,500	-
Total Long Term Liabilities	321,550	324,500	-
Total Liabilities	857,376	854,210	237,383
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	564,788	564,788	451,328
Net Income	46,533	41,035	114,627
Total Equity	817,771	812,273	772,405
TOTAL LIABILITIES & EQUITY	\$ 1,675,147	\$ 1,666,483	\$ 1,009,788

TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF INCOME AND EXPENSE
MAY 2020

	Month of MAY 2020	Month of APR 2020	Current FY To Date	Previous FY To Date	Annual FY20 Budget	% Annual FY20 Budget
Income						
400010 · FHWA PL/FTA Fund	51,237	46,885	638,177	553,962	579,234	110.2%
400015 · PPUATS Matching	12,809	11,721	160,268	138,490	144,809	110.7%
400016 · IDOT Rural Planning			7,455	44,849	10,940	68.1%
400017 · FHWA SPR Fund - Federal	69,729	30,063	211,191	46,417	574,059	36.8%
400017 · FHWA SPR Fund - Local Match	15,586	6,984	50,421	-	25,065	201.2%
400020 · Regional/Local Funds	3,437	3,437	37,813	37,812	41,250	91.7%
400022 · Woodford County GIS			34,311	28,360	42,000	81.7%
400136 · Municipal GIS Support Services	4,411	2,325	8,132	892	500	1626.3%
400140 · Tazewell Co. Assessor	754	754	8,291	8,291	9,045	91.7%
400188 · City of El Paso GIS			75	-	1,000	7.5%
400200 · Interest Income	96	91	1,292	1,157	1,200	107.7%
400210 · Other			-	-	-	0.0%
400213 · Princeville Comprehensive Plan			7,673	-	10,000	76.7%
400214 · El Paso Comprehensive Plan			5,312	-	6,000	88.5%
400240 · Woodford County Planning			-	-	500	0.0%
400254 · Human Services Trans Plan	913	2,046	27,447	41,326	62,108	44.2%
400271 · Regional Server Partnership	750	750	8,250	8,250	9,000	91.7%
400276 · JARC/New Freedom			34,892	53,128	34,892	100.0%
400315 · GPSD GIS Staffing			19,425	26,550	28,000	69.4%
400320 · Regional Water Supply Plan	178	994	12,561	12,801	25,000	50.2%
400322 · Hazard Mitigation Plan			-	20,763	-	0.0%
400323 · Peoria Park District			-	-	-	0.0%
400325 · FTA 5310 Admin Fee	339	113	1,551	7,265	-	0.0%
400326 · Para-Transit Study	814	565	2,792	-	10,000	27.9%
400330 · IDOT State Planning	1,846	7,008	36,891	103,518	122,000	30.2%
400331 · HIS - 2020 Census	77,321	107,700	493,141	-	500,000	98.6%
Total Income	\$ 240,219	\$ 221,437	\$ 1,807,359	\$ 1,133,832	\$ 2,236,602	80.8%
Expense						
500010 · Advertising and Printing			340	1,160	3,000	11.3%
500015 · Contractual Services	162,493	148,436	924,276	203,753	1,182,109	78.2%
500015 · Community Events			783	-	500	156.6%
500020 · Copier	410	417	5,983	5,214	7,000	85.5%
500025 · Computer Software and Services	3,228	3,847	32,039	30,262	20,000	160.2%
500025 · Computer Hardware			4,980	-	60,000	8.3%
500030 · Equipment Maintenance		135	135	2,663	2,000	6.8%
500035 · Group Health Insurance	7,162	7,662	79,785	74,856	89,000	89.6%
500036 · General Insurance	619	619	6,739	6,895	7,324	92.0%
500038 · Workers Compensation	163	163	1,796	1,129	1,959	91.7%
500040 · Membership and Subscriptions	172	172	3,456	11,928	3,000	115.2%
500050 · Miscellaneous	46	126	3,587	1,708	1,000	358.7%
500070 · Office Supplies	94	11	4,106	4,780	5,500	74.7%
500080 · Postage			511	439	600	85.1%
500085 · Rent	2,950	2,950	32,349	31,335	35,298	91.6%
500086 · Retirement	2,413	2,422	26,624	26,484	28,289	94.1%
500090 · Telephone & Internet	684	683	7,535	4,981	8,229	91.6%
500100 · Training, Travel & Conferences	119	(8,685)	17,427	16,274	35,000	49.8%
500110 · Utilities	249	249	2,692	3,050	3,832	70.3%
500120 · Professional Services	655		25,142	39,741	43,500	57.8%
500130 · Space Costs	944	935	11,733	11,701	13,322	88.1%
510000 · Depreciation Expense	-	-	6,541	8,992	8,800	74.3%
520000 · Salaries	48,716	49,526	520,899	487,289	554,248	94.0%
520600 · Payroll Taxes	3,604	3,606	41,368	44,569	47,000	88.0%
Total Expense	\$ 234,721	\$ 213,275	\$ 1,760,826	\$ 1,019,205	\$ 2,160,510	81.5%
Surplus/(Shortfall)	\$ 5,499	\$ 8,162	\$ 46,533	\$ 114,627	\$ 76,092	61.2%

TRI-COUNTY REGIONAL PLANNING COMMISSION
STATEMENTS OF CASH FLOW
MAY 2020

OPERATING ACTIVITIES	MAY '20	YTD
Net Income	\$ 5,499	\$ 46,533
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	-	6,541
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	35,576	(305,489)
100050 · Prepaid Expenses	1,620	(754)
200010 · Accounts Payable	18,453	265,162
200015 · Accrued Expenses	1,230	480
200021 · Accrued Payroll	-	39
200055 · Vacation/Personal Time	1,210	4,770
200060 · Employer Liabilities	745	(3,682)
200071 · Deferred Revenue - PPUATS	(12,552)	8,750
200081 · Deferred Revenue - IDOT/PPUATS	(1,288)	2,575
200081 · Deferred Revenue - Walkability	-	10,374
200103 · Deferred Revenue - Woodford Co.	(933)	933
200104 · Deferred Revenue - Regional Server	(750)	750
200107 · Deferred Revenue - Village of Washburn	-	(75)
Net cash provided by Operating Activities	\$ 48,810	\$ 36,909
INVESTING ACTIVITIES		
100042 · Computer Equipment	-	-
190000 · ROU - Office Space	2,950	(327,450)
Net cash provided by Investing Activities	2,950	(327,450)
FINANCING ACTIVITIES		
390000 · Office Space Lease Liability	(2,950)	324,500
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	(2,950)	324,500
Net cash increase/(decrease) for period	48,810	33,959
Cash at beginning of period	793,080	807,931
Cash at end of period	\$ 841,890	\$ 841,890

Tri-County Regional Planning Commission
Check Register
May 2020

Date	Check #	Name	Memo	Amount
05/05/2020	ACH	Staff	Payroll 4/16/20 - 4/30/20	17,564.93
05/05/2020	ACH	Department of the Treasury	Payroll Tax Liabilities 4/16/20 - 4/30/20	6,044.48
05/05/2020	ACH	Illinois Department of Revenue	Payroll Tax Liabilities 4/16/20 - 4/30/20	1,151.25
05/05/2020	ACH	CEFCU	Employee HSA Contribution	50.00
05/05/2020	ACH	Nationwide	Vested Retirement Liabilities 4/16/20 - 4/30/20	1,535.78
05/05/2020	ACH	Unvested Retirement Savings	Unvested Retirement Liabilities 4/16/20 - 4/30/20	360.52
05/06/2020	ACH	Cloudpoint Geographics Inc	Contractual Services	2,375.00
05/06/2020	ACH	A5.com Inc.	Website Hosting	19.95
05/06/2020	ACH	CAPCIL	Subrecipient - Census	1,998.00
05/06/2020	ACH	City of East Peoria	Subrecipient - Census	475.21
05/06/2020	ACH	Cloudpoint Geographics Inc	Contractual Services	2,375.00
05/06/2020	ACH	DCC Marketing, LLC	Subrecipient - Census	105,463.67
05/06/2020	ACH	Facet	Computer Support	1,626.00
05/06/2020	ACH	McLean County RPC	Subrecipient - Census	10,024.97
05/06/2020	ACH	Stark County	Subrecipient - Census	4,293.60
05/06/2020	1020	City of Pontiac	Subrecipient - Census	5,699.82
05/06/2020	1021	Fulton County	Subrecipient - Census	349.36
05/06/2020	1022	RK Dixon	Copier	6.66
05/06/2020	1023	United Healthcare	Monthly Premium	8,639.49
05/06/2020	1024	Verizon Wireless	Internet & Phones	316.08
05/15/2020	ACH	Comcast	Internet & Phones	367.35
05/20/2020	ACH	Staff	Payroll 5/1/20 - 5/15/20	16,098.88
05/20/2020	ACH	CEFCU	Employee HSA Contribution	50.00
05/20/2020	ACH	Unvested Retirement Savings	Unvested Retirement Liabilities 5/1/20 - 5/15/20	360.52
05/20/2020	ACH	Nationwide	Vested Retirement Liabilities 5/1/20 - 5/15/20	1,535.78
05/20/2020	ACH	Illinois Department of Revenue	Payroll Tax Liabilities 5/1/20 - 5/15/20	1,098.32
05/20/2020	ACH	Department of the Treasury	Payroll Tax Liabilities 5/1/20 - 5/15/20	5,923.90
05/20/2020	1025	City of Peoria	Monthly Rent	2,950.00
05/20/2020	1026	Delta Dental	Monthly Premium	293.08
05/20/2020	1027	ESRI	Computer Support	500.00
05/20/2020	1028	Guardian	Monthly Premium	442.47
05/20/2020	1029	Hinckley Springs	Office Water	11.25
05/20/2020	1030	Morton Community Bank	MCB Credit Card	97.29
05/20/2020	1031	Tazewell Co	Subrecipient - Census	959.90
05/20/2020	1032	TIAA Bank	Copier lease	410.26
05/20/2020	1033	Toluca Public Library	Subrecipient - Census	2,029.89
05/20/2020	1034	United Healthcare	Monthly Premium	8,639.49
05/31/2020	ACH	Morton Community Bank	Service Charge	11.40
			TOTAL CHECKS	212,149.55

IMPORTANT INFORMATION

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge: The Finance Charge Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

Method A - Average Daily Balance (including current transactions): The Finance Charge on purchases begins on the date the transaction posted to your account. The Finance Charge on Cash Advances begins on the date you obtained the cash advance, or the first day of the billing cycle within which it is posted to your account, whichever is later. There is no grace period.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method E - Average Daily Balance (excluding current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances if Method E is specified as applicable to cash advances) reflected on your monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method G - Average Daily Balance (including current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances, if Method G is specified as applicable to cash advances) reflected on your monthly statement and, on any new purchases (and if applicable, cash advances) appearing on your next monthly statement, you must pay the New Balance, shown on your monthly statement, on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited to the account specified on the payment coupon as of the date of receipt. Payments received at a different location or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing, a full refund. Submit your request to the Account Inquiries address on the front of this statement.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill. Submit your request to the Account Inquiries address on the front of this statement. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

In your letter, give us the following information:

- Your name and account number.
The dollar amount of the suspected error.
Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Please provide a legal document evidencing your name change, such as a court document.

Please use blue or black ink to complete form

NAME CHANGE

Last [grid]

First [grid] Middle [grid]

ADDRESS CHANGE

Street [grid]

[grid]

[grid]

City [grid] State [grid] ZIP Code [grid]

Home Phone ([grid]) [grid] - [grid] Business Phone ([grid]) [grid] - [grid]

Cell Phone ([grid]) [grid] - [grid] E-mail Address _____

SIGNATURE REQUIRED

TO AUTHORIZE CHANGES Signature _____

Additional Information About Your Account

MANAGE YOUR CARD ACCOUNT ON-LINE. IT'S FREE! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM TO ENROLL IN YOUR ON-LINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET UP ALERT NOTIFICATIONS, DOWNLOAD STATEMENTS AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.

YOU MAY SKIP THIS MONTH'S MINIMUM PAYMENT ON YOUR ACCOUNT. FINANCE CHARGES WILL CONTINUE TO ACCRUE.

ScoreCard Bonus Points Information as of 05/31/2020

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	97	195	0	0	292

Finance Charge Summary / Plan Level Information

Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE	G	\$0.00	0.85416%(M)	10.2500%(V)	\$0.00	\$0.00	0.0000%	\$194.73
Cash									
CBUS01 001	CASH	A	\$0.00	0.85416%(M)	10.2500%(V)	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

RESOLUTION 20-49

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2021 BUDGET.

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

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

WHEREAS, the Executive Board recommends the attached budget,

WHEREAS, the Ways and Means Committee has reviewed the FY2021 Budget and recommends approval.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY 2021 Budget for the period from July 1, 2020, to June 30, 2021 and authorizes the Executive Director to take such actions as necessary to implement the budget within the confines of the Commission policy.

Presented this 25^h day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission Budget for FY21

Revenue By Fund	FY20 Budget	FY21 Budget
FY20 UWP	\$ 579,234	\$ 45,883
PPUATS Match	144,809	11,471
FY21 UWP		681,422
SPF FY21 Annual for PPUATS Match		170,354
State Planning Funds - LRTP, Web Tool, Spec Studies	57,000	-
SPF FY20 Annual - Unallocated	50,000	140,000
State Planning Funds - Grey Area Study Match	15,000	12,778
SPF Unallocated	238,125	-
Rural Planning Funds	10,940	-
SPR Funds - Grey Area Study	60,000	51,114
SPR Funds - GIS Mapping Data	-	149,000
SPR Funds Match - Peoria, Tazewell, Woodford, Logan Co	-	37,250
SPR Funds - Roadway Asset Mgmt	84,000	104,000
SPR Funds Match - Municipalities	21,000	26,000
SPR Funds - Digital Ortho Photo	156,799	-
SPR Funds Match - Peo, Taz, Wood, Logan	39,200	-
Water Supply Planning	25,000	19,799
HSTP	62,108	94,000
JARC/New Freedom	34,892	-
FTA Paratransit Study	10,000	2,000
5310 Admin		1,000
2020 Census	500,000	235,000
GIS Staffing - GPSD	28,000	28,000
GIS - Woodford County	42,000	42,000
GIS - Washburn	500	475
GIS - El Paso	1,000	-
GIS - Regional Server	9,000	9,000
Planning Review - Woodford Co	500	-
Planning Review - Tazewell Co	9,045	9,045
Land Use Plan - Princeville	10,000	-
Land Use Plan - El Paso	6,000	-
Peoria Co	16,000	16,000
Tazewell Co	14,050	14,050
Woodford Co	11,200	11,200
Interest	1,200	1,200
Total Revenue	\$ 2,236,602	\$ 1,910,842

Tri-County Regional Planning Commission Budget for FY21

Expenses	FY20 Budget	FY21 Budget
Computer Expenses:		
Computer Hardware & Supplies	\$ 60,000	\$ 5,000
Computer Software & Support	20,000	30,000
Total Computer Expenses	80,000	35,000
Outside Services:		
Consultants		381,773
Contract Services - Special Projects	1,182,109	492,153
Total Outside Services	1,182,109	873,926
Depreciation	8,800	2,000
Employee Benefits:		
Health Insurance	89,000	99,842
Parking	9,000	10,200
Payroll Taxes	47,000	48,664
Retirement	28,289	31,820
Workers Compensation Insurance	1,959	1,959
Total Employee Benefits	175,248	192,485
Office Administration:		
Bank Service Charges		592
Copier Expense	7,000	6,875
Vehicle (Fuel & Parking)	900	1,598
Internet & Phones	8,229	8,224
Professional Liab & Auto Ins	5,299	5,311
Office Supplies	5,500	4,158
Postage	600	681
Repairs & Maintenance	2,000	200
Subscriptions	3,492	239
Office Water	600	966
Total Office Administration	33,620	28,844
Miscellaneous Projects Costs:		
Community Events	500	-
Dues (APA)		-
Legal Publications	3,000	-
Meeting Expenses		-
Other Miscellaneous Expenses	1,000	624
Total Miscellaneous Project Costs	4,500	624
Professional Fees		
Accounting/Audit		24,000
Legal Fees		
Total Professional Fees	43,500	24,000
Facility Costs		
Office Rent	35,298	35,400
Office Cleaning	1,980	2,064
Property & Casualty Insurance	2,025	2,025
Utilities	3,832	2,985
Total Facility Costs	43,135	42,474
Salaries & Wages	554,248	624,683
Travel and Training:		
APWA Conference	7,500	7,500
Other Travel, Training & Conferences	27,500	20,649
Mileage Reimbursements	350	1,640
Meal Reimbursements		
Total Travel and Training	35,350	29,789
TOTAL EXPENSES	\$ 2,160,510	\$ 1,853,826
SURPLUS/(DEFICIT)	\$ 76,092	\$ 57,016

RESOLUTION 20-52

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AND IMPLEMENT A CONTRACT FOR COMPREHENSIVE PLANNING SUPPORT SERVICES FOR THE VILLAGE OF Dunlap.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, has provided comprehensive planning support services to local governments at various times since 1958, and

WHEREAS, the Commission staff met with officials from the Village of Dunlap to develop a scope of work for services, and

WHEREAS, the Commission submitted a proposal and budget to the Village of Dunlap for the scope of services, and

WHEREAS, the proposal, budget, and scope of services includes the assignment of hours of Planning and GIS staff to the Village of Dunlap for support services.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to enter into a contract for comprehensive planning support services with the Village of Dunlap for an amount not to exceed \$10,000.

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 20-53

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF HUMAN SERVICES FOR UP TO \$235,294 IN FUNDING FOR THE FY21 2020 CENSUS GRANT PROGRAM.

WHEREAS, in June 2019, the Illinois General Assembly appropriated \$29 million to the Illinois Department of Human Services, hereafter referred to as IDHS, to support a statewide census outreach and education effort to reach the highest self-response rate possible, and

WHEREAS, on July 31, 2019, the IDHS posted a public Notice of Funding Opportunity for up to \$20 million to be awarded to one or more intermediaries in 12 designated regions across the state to work with subrecipients, who are trusted messengers to reach hard-to-count communities, and

WHEREAS, Tri-County Regional Planning Commission, hereafter referred to as Commission, applied to IDHS and received \$630,000 to conduct census outreach and education efforts in a 10-county region (DeWitt, Fulton, Livingston, Marshall, Mason, McLean, Peoria, Stark, Tazewell, and Woodford counties) through June 30, 2020, and

WHEREAS, IDHS notified the Commission on FY21 funding for continuing census outreach in the North Central region for a total grant award of \$235,294 to be spent from July to December 2020, and

WHEREAS, FY21 funding will be prioritized in Census Tracts with a response rate of 65% or lower, and

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorize its Executive Director to enter into an Intergovernmental Agreement with the Illinois Department of Human Services for up to \$235,294 for additional 2020 Census Grant Program funds and to enter into sub-agreements with subrecipients to preform 2020 Census outreach.

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 20-54

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH SELECTED CONSULTANTS FOR ILLINOIS DEPARTMENT OF HUMAN SERVICES FY21 2020 CENSUS GRANT PROGRAM FOR AN AMOUNT NOT TO EXCEED \$175,000

WHEREAS, Tri-County Regional Planning Commission has submitted an application to Illinois Department of Human Services, hereafter referred to as IDHS, to continue work as the North Central Regional Intermediary to coordinate subrecipients to conduct census outreach and education efforts in a 10-county region, and

WHEREAS, Commission's funding is \$235,294, with \$175,000 reserved for a marketing consultant to develop and implement Phase II of the region-wide marketing campaign, and

WHEREAS, more than one consultant may be selected to complete this work, and

WHEREAS, Commission has issued a Request for Proposals (RFP) for the projects in accordance with the procurement policy, and

WHEREAS, Commission staff, and regional community representatives will review the proposals received for the projects and select an appropriate consultant, and

WHEREAS, Commission will negotiate a final contract price for the scopes of work with the selected consultants,

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to enter into contracts with the selected consultants for the North Central Illinois Regional 2020 Census Marketing Campaign for a total amount not to exceed \$175,000 pending receiving funding for the IDHS 2020 Census Grant Program.

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 20-51

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2021 UNIFIED WORK PROGRAM AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION

WHEREAS, the Peoria-Pekin Urbanized Area Transportation Study Policy Committee, hereafter referred to as PPUATS Policy, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria/Pekin Urbanized Urbanized Area, and

WHEREAS, on May 1, 2020, PPUATS Policy, upon the recommendation of the PPUATS Technical Committee, adopted a Unified Work Program which specifies and Scope of Work and Budget for FY20 transportation planning funds provided by the Illinois Department of Transportation, and

WHEREAS, the Commission has reviewed the FY21 Unified Work Program.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY21 Unified Work Program for the period from July 1, 2020, to June 30, 2021, and authorizes the Executive Director to execute the Intergovernmental Agreement and any amendments thereto with the Illinois Department of Transportation for federal transportation planning funding.

Presented this 25th day of May 2020

Adopted this 25th day of May 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 20-50

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO PURCHASE MAINTENANCE FOR GIS SOFTWARE FROM ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (ESRI).

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

WHEREAS, ESRI is a subscription based software which requires a maintenance contract to receive updates and technical support, and

WHEREAS, the GIS Specialist III evaluates the licenses on an annual basis to determine that they align with Commission goals, and

WHEREAS, the maintenance purchase is not to exceed \$17,000 and

WHEREAS, adequate funding for this upgrade has been included in the Equipment and Maintenance line item of the FY 2021 budget.

THEREFORE BE RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes the Executive Director to purchase software maintenance for an amount not to exceed \$17,000.

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

RESOLUTION 20-55

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 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 line item of the FY21 budget, and

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

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

Presented this 25th day of June 2020

Adopted this 25th day of June 2020

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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