

**EXECUTIVE BOARD MEETING**  
**Mike Hinrichsen, CHAIRMAN – EXECUTIVE BOARD**  
**(Crawford, Phelan, Menold, White, Rosenbohm, Nagel, Proehl, and, Logan)**  
***Monday, March 15, 2021***  
***5:15 p.m.***

***VIRTUAL/ IN PERSON MEETING***

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1. Call to Order
2. Roll Call
3. Public Input
4. Motion to approve January 18, 2021 minutes
5. Executive Director report
6. Discussion TCRPC /PPUATS Merger committee update
  - By-laws
  - Funding
  - Executive Board
7. Discussion Professional Services Procurement
  - Health Insurance broker
  - General Liability Insurance broker
  - Legal Services
  - Audit
8. Discussion of potential contracts
  - East Peoria GIS
  - City Link staff assistance
9. Discussion
  - Use of COVID Relief Funds for IL River Preservation Projects
10. Other
11. Adjournment

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**(Crawford, Phelan, Menold, White, Rosenbohm, and Logan)**  
**Monday, January 18, 2021**  
**5:15 p.m.**

***Minutes***

1. Call to Order  
Chairman Hinrichsen called the meeting to order at 5:15 p.m.
2. Roll Call  
Present: Hinrichsen , Menold, White, and Logan. Call in: Rosenbohm, and Crawford. Absent: Phelan.  
Staff: Ulrich, Miller, Lees and Harms.
3. Public Input-none
4. Motion to approve September 21, 2020 minutes  
White moved to approve the September 21, 2020 minutes and Menold seconded.  
Roll Call: Hinrichsen, Menold, White, Logan, Rosenbohm, and Crawford all ayes.
5. Executive Director report  
Miller updated on the following:
  - State of Illinois is at Tier 1
  - FY 22 UPWP draft
  - Rated all ITEP applications. There were 8 different applications in region
  - Staff reviews are in process
  - County Board level changes. Will need to have a Nominations Committee for appointments
  - Special Study RFP's are out. A consultant is being chosen
6. Motion to recommend to the Full Commission Employee Health Insurance package (Resolution 21-27)  
Miller explained the 5% increase in Health Insurance, no change in Dental, 5% increase in Life, and 3% increase in Short Term Disability.  
Roll Call: Hinrichsen, Menold, White, Logan, Rosenbohm, and Crawford all ayes.
  - Rosenbohm asked if we should have an increase for employee's participation
  - Miller said we can discuss at Personnel Committee
  - Rosenbohm said we need to watch increases of insurance per employee.
7. Motion to recommend to the Full Commission Liability Insurance (Resolution 21-28)  
White moved to recommend to the Full Commission Liability Insurance (Resolution 21-28) and Menold seconded.  
Miller explained the changes in the Workers Comp Insurance rate going down due to Ms. Stratton revised work comp payrolls.  
Rosenbohm said to thank her for this.  
Roll Call: Hinrichsen, Menold, White, Logan, Rosenbohm, and Crawford all ayes.

8. Discussion TCRPC /PPUATS Merger

Miller updated the funding models and how this was put together

9. Discussion TCRPC County Dues

Miller said he got a call from Logan about a bill sent to Woodford County and should we pay it?

Crawford suggested that to pay 50% by June 30<sup>th</sup> and Tazewell pay the last 2 quarters, which is half of the fiscal year.

10. Other

Miller said he got a call from Neuhauser for Insurance broker. We have had our current brokers for 5 years. Should we go out for bid?

Crawford said we need to go out for bid for legal fees.

11. Adjournment

Logan moved to adjourn and White concurred at 5:55 p.m.

Submitted by:

Eric Miller, Executive Director

Transcribed by Debbie Ulrich

DRAFT

To: Members of the Commission  
 From Eric W. Miller, Executive Director  
 Date: March 15, 2021  
 Subject: Executive Director Report for March 2021

Project	Activity	Status
<b>Administrative</b>		
Headlines		
	Continued discussion with committee and stakeholders about potential TCRPC PPUATS Merger	Ongoing
	Development of draft FY22 Unified Planning Work Program	Ongoing
	submitted Draft Uniform Budget Template for PL funds to IDOT	Complete
	Orientation Sessions with new Commissioners	Ongoing
	Meeting with Transport HOI Regional Port District	Complete
	Monitored progress of Hanna City Trail Grant	Ongoing
	Development of regional Transportation priority list for Sen. Durbins Office	Ongoing
	Staffing Changes	Ongoing
Audit	FY2020 Financial Audit Complete	Complete
Personnel	Annual staff reviews ongoing	Ongoing
Financial Report	February Results unavailable at this time	Ongoing
Indirect Cost Rate(ICR)	Work on FY21 ICR with State of Illinois GOMB	Complete
Website	content review of website.	Ongoing
<b>Planning issues</b>		
PLBA	Continued coordination of Beneficial Use of Dredged Material Pilot project	Ongoing
	Continued coordination and outreach regarding Asian Carp	Ongoing
	Discussion with USACE regarding Island Design Workshop -Engineering with Nature national program	Ongoing
	Discussion with members regarding organization	Ongoing
Census	Census project is complete	Ongoing
Village of Princeville Comp Plan	Work has commenced	Ongoing
Village of El Paso Comp Plan	Work has commenced	Ongoing
Village of Dunlap Comp Plan	Work has commenced	Ongoing
Village of Tremont Comp Plan	Awaiting notice to proceed	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
Online Collaboration Platform	Evaluation of ARC Hub Citizen Engagement Platform	
<b>GIS Projects/ Asset Management</b>		
City of East Peoria		
Village of Elmwood	Dunlap	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
<b>PPUATS/ Transportation</b>		
SPR Grant applications	Coordinate with IDOT on Execution of Contracts for SPR development of supplemental SPR application	complete
Transportation Improvement Program	Development and Approval of FY 22 Transportation Improvement Program	Complete
	Processed FY 22 TIP Amendments	Ongoing
STU project Selection	Review of projects for STBG Preservation program, Recommendation approved by Policy Committee	Complete
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	Guardrail application was not selected by IDOT, Staff will submit again next year	Ongoing
Special Transportation Studies		Ongoing
Village of Morton bicycle Master Plan	Project consultant under contract. Project has started	Ongoing
City of East Peoria Riverfront Bikeway study	Consultant Selection completed Project underway	Ongoing
Woodford County Pavement evaluation	Consultant Selection completed/ Project Underway	Ongoing
FY 21 State Planning and Research Funding		
Asset Management software	Consultant Selection process complete	Ongoing
Activity Based Travel Demand Model	Development of RFP and consultant scope of work	Ongoing
FY20 State Planning and Research Funding	Recommended for Funding- Data Planimetrics /Transit Gray Area	Ongoing
Grey Area Study	Work ongoing - Second Steering Committee Scheduled for January 20	Ongoing
GIS Planimetric data acquisition	Consultant selected for work- Work has commenced	Ongoing