



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 401

PEORIA, IL 61602

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

www.tricountyrpc.org

Ways & Means Committee.....Cancelled.....4:30 p.m., October 24, 2019
Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., October 24, 2019

AGENDA

1. Call to Order, Welcome, Recognition of Audience
2. Roll Call
3. Public Input
4. Motion to approve September 26, 2019 minutes
5. Executive Director report
6. Ways and Means Report
 - a. Motion to approve September Financial Statements and Billings (Resolution 20-15)
7. Unfinished Business
 - a. Motion to approve Commission Smart Goals (Revised)
8. Administration
 - a. Strategic Planning Session Discussion
 - b. Motion to approve issuing (2) donations in the amount of \$1,000 each to local charities in lieu of payment for Amdall's as facilitators for the Strategic Planning Session held October 5, 2019. (Resolution 20-16)
9. Planning
 - a. IDHS (Illinois Department of Human Services) Census Grant Award
10. Transportation
 - a. PPUATS Report
 - STU Discussion
11. GIS
12. Executive Session
13. Any action coming out of Executive Session
14. Other
15. Adjournment

November 2019 MEETING SCHEDULE

PPUATS Policy	Wednesday, November 6	9:00 a.m.
Executive Board	Wednesday, November 18	5:15 p.m.
PPUATS Technical	Wednesday, November 20	9:00 a.m.
Ways & Means	Thursday, November 21	4:30 p.m.
Full Commission	Thursday, November 21	5:30 p.m.



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Ways & Means Committee...CANCELLED.....4:30 p.m., September 26, 2019
Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., September 26, 2019

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Acting chairman Rosenbohm 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		Tammy Stimson, Tazewell Co.	x	
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, Stratton, and Harms

3. Public Input-none

4. Motion to approve August 22, 2019 minutes

Chance moved to approve August 22, 2019 minutes and Sundell seconded. Motion carried.

5. Executive Director report

Miller reported on the following:

- Statler called and said we did not get the ABS grant. Has asked for a debriefing on those chosen. Those chosen were national agencies. There will be another round for funds later.
- BikeConnectHOI received an award last night in Evanston.

- Princeville organized a planning team for a Comprehensive Plan with High School students. Lees, Bruner and Abi-Akar explained the process of creating a plan and they participated.
- Hazard Mitigation Plan is complete, and we are waiting for IEMA to approve. After approved those that participated need to adopt the plan.
- Hanna City rail project will have a meeting on October 3 @ 2:00 pm in Hanna City.

6. Ways and Means Report

- a. Motion to approve August Financial Statements and Billings (Resolution 20-11)
Smith moved to approve August Financial and Billings (Resolution 20-11) and Sundell seconded. Motion carried.

Stratton reported on the following:

- Total Cash is \$802,044 up from \$72,226 from last month
- Accounts Receivables is \$3233,753- \$117,226 is for annual PPUATS billings, \$6,000 is for annual GIS billings, \$2667 is member dues, \$16,557 is billings for local GIS and planning services, \$35,579 is State money ad \$145,924 is Federal money.
- Accounts Payable is \$42,468- \$36,315 of that is contract services and the remaining \$6,153 is regular monthly bills and some travel and training expenses.
- Total Revenue for August was \$95,617. We had direct pass-throughs of \$20,229 =Operating Revenue \$75,388
- Total Expenses for August were \$73,843- less direct pass-throughs of \$20,229 + \$11,902 = Operating Expenses of \$65,516.
- Our bottom line for August is positive \$21,744 and year to date, we are positive by \$33,532
- Summary of Cash Flows: The results of operations on an accrual basis is positive \$21,774.

7. Administration

- a. Discuss Strategic Planning Session

Miller invited all Commissioners to the Strategic Planning Session scheduled Oct. 5th @ 8:00 am in Room 420. An invite will go out next week.

- b. Motion to approve Commission Smart Goals

Crawford moved to approve Commission Smart Goals and Sundell seconded.

- Crawford pointed out the changed items on the Smart Goals which included PPUATS.
- White commented that they are very broad and not specific
- Smith commented these are not measurable items
- White said they look more like a job description not goals
- Phelan asked what is 5c which states, "Maintain a work-life balance between professional and personal responsibilities to be completed on an on-going basis."
- Crawford explained that is to balance your life, personal, and work.
- Phelan asked who is going to measure this?
- White mentioned this needs to be more management by objective.
- Logan suggested to table
- Crawford said we can postpone but what is going to be the value edited? Can we get input for all if we table?
- Logan feels we need add more detail

- Kingdon said goals are to be archived year-round, most values are not measurable.
- Phelan commented these are expectations not goals
Smith moved to table and Logan seconded. Motion carried.
 - Bockler suggested to create a subcommittee.
 - Miller said we do have a Personnel Committee that does handle Human Resources issues.

8. Planning

a. Beneficial Use Dredging Material workshop report

Miller reported on workshop:

- Dedicated to Eng Seng Loh, PhD
- Workshop objectives
- Public Organizations that participated:
 - Illinois, Minnesota, Ohio, Missouri, Wisconsin, and Iowa
- Federal
 - US Army Corp of Engineers
 - US Environmental Protection Agency
 - US Department of Agriculture
- Regional
 - Tri-County Regional Planning Commission
 - Metropolitan Water Reclamation District of Chicago
 - Greater Peoria Sanitary District
- Municipalities
 - City of Peoria
 - City of East Peoria
 - Fon Du Lac Park District (City of East Peoria)
- Private Organizations
 - Better Earth Logistics
 - Minnesota mulch & soil
 - Great Lakes Improvements
 - The Nature Conservancy
 - Caterpillar
 - Many other
- Colleen Callahan- Director of IDNR welcomed everyone on first day and expressed the importance of this workshop
- Site visits to Better Earth, Well Farm, and City of Peoria CSO Demonstration Project

Bockler commended TCRPC and staff for this workshop. Where do we go from here?

b. Motion to approve Executive Director enter into agreement for 2020 Census Outreach grant with Illinois Department of Human Services (Resolution 20-12)

Kingdon moved to approve Executive Director enter into agreement for 2020 Census Outreach grant with Illinois Department of Human Services (Resolution 20-12) and Cotton seconded. Motion carried.

Miller explained this is a fast-moving process. Will hear next week and need to have capability to enter into agreement if awarded.

- c. Motion to approve Executive Director enter into agreement with selected marketing consultant pending 2020 Census grant award (Resolution 20-13)
Cotton moved to approve Executive Director enter into an agreement with selected marketing consultant pending 2020 Census grant award (Resolution 20-13) and Smith seconded. Motion carried.
Miller mentioned we want to be prepared to seek consultants to develop a marketing campaign for 2020 Census.
- d. Motion to approve a planner to attend The Association of Metropolitan Planning Organizations National Conference in Baltimore, MD for October 21 thru October 25, 2019 (Resolution 2-14)
Salzer moved to approve a planner attend The Association of Metropolitan Planning Organizations National Conference in Baltimore, MD and Kingdon seconded. Motion carried.
Miller explained that as the MPO, PPUATS and staff carry out the federally required continuing, cooperative, and comprehensive transportation planning processes for the Peoria-Pekin Urbanized Area.

9. Transportation

- a. PPUATS Report
Harms updated on the following:
 - LRTP coordinating with staff, preparing for STU 20-24 funding round, and TIP is in Public Review.
 - Gave a review of what PPUATS consists of and what it is responsible for.
- b. **Public Hearing – Transportation Improvement Program FY 2020-2023**
Crawford moved to open public hearing and Cotton seconded. Harms explained TIP FY 2020-2023 program. Crawford moved to close the Public Hearing and Chance seconded. Motion carried.

10. GIS

11. Executive Session

12. Any action coming out of Executive Session

13. Other

14. Adjournment

Adjourned at 7:00 pm

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by Debbie Ulrich

October 2019 MEETING SCHEDULE

PPUATS Policy	Wednesday, October 2	9:00 a.m.
PPUATS Technical	Wednesday, October 16	9:00 p.m.
Executive Board	Monday, October 21	5:15 p.m.
Ways & Means	Thursday, October 24	4:30 p.m.
Full Commission	Thursday, October 24	5:30 p.m.

To: Members of the Commission
 From Eric W. Miller, Executive Director
 Date: October 22, 2019
 Subject: Executive Director Report for October, 2019

Project	Activity	Status
Administrative		
Outreach Activities	Coordinated with Strategic Plan Facilitators	Complete
	Participated in Strategic Planning Session	Complete
	Attended APA awards Ceremony	Complete
	Attended IDOT Fall Planning Conference	Complete
	Attended Peoria Innovation Alliance Press Event	Complete
	Met with Peoria Heights Mayor and Trustee regarding Trailhead and Neighborhood Assoc.	
	Met with new Executive Director of Peoria Area Convention and Visitors Bureau	
	Participated in Conference Call with El Paso officials regarding CR 1100	
	Participated in Conference call on IDOT Multi Year Program	
Audit	Conducted Staff activities for FY 19 audit	Ongoing
Personnel	Staff Reviews Ongoing	Ongoing
Financial Report	September results \$ 1.1k	Ongoing
Indirect Cost Rate(ICR)	Work on FY20 ICR with State of Illinois GOMB	Ongoing
Website	Updated website.	Ongoing
Planning issues		
PLBA		
	Continued scoping work for Hydrology Study	Ongoing
	Research of UMRR projects for grant submittal	
	Development of Communications plan and Adaptive(Change) management plan	Ongoing
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
	Drafted/reviewed documentation results of activities for September 4 and 5 BUDM Symposium	Ongoing
	Coordination with ADM and Better Earth Compost for dredge material	Ongoing
Regional Hazard Mitigation Plan	Waiting on IEMA and FEMA review Germantown Hills Woodford Co. adopted plan document	Ongoing
Regional Water Supply Planning	Continued work for Regional Water Supply Planning contract	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
PPUATS/ Transportation		
FY 20 UPWP Development	Complete -Signed IDOT PL IGA	Ongoing
SPR Grant applications	Coordination with IDOT on Contract for awarded grants	complete
Transportation Improvement Program	Release of Draft FY 20 TIP Document	Ongoing
STU project Selection	Continued work on New STU selection program	Ongoing
Eastern Bypass Coalition	No activity	
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	In Progress
Transportation Alternatives Program	No Activity	
		Ongoing
Special Transportation Studies	Continued Consultant procurement with Communities on selected projects	Ongoing
	Received proposals for FY 20 Special Transportation Studies	
State Planning and Research Funding		
Digital ortho project	Aerial photos have been acquired, post processing has begun.	Ongoing
Regional Pavement management Expanded	Outreach to stakeholders	Ongoing
FY20 SPR	Recommended for Funding- Data Planimetrics /Transit Gray Area	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- Scheduled Committee Meeting	ongoing
FY19 State Planning Funds	Region wide Guardrail inventory	ongoing
	L RTP public engagement tools	ongoing
	Performance Measures Dashboard web tool	ongoing
	Regional bicycle map	ongoing

RESOLUTION 20-15

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR SEPTEMBER 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 September 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 September 2019 are approved.

Presented this 24th day of October 2019

Adopted this 24th day of October 2019

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, LIABILITIES, & NET ASSETS
SEPTEMBER 2019

ASSETS	SEP 30, 2019	AUG 31, 2019	SEP 30, 2018
Current Assets			
Checking/Savings			
Restricted Cash:			
100012 · Checking - Flexible Benefits	1,620	1,620	1,620
100016 · Savings - Unvested Retirement	27,614	26,705	27,976
100011 · Checking - PPUATS	140,706	106,180	142,383
100018 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
Total Restricted Cash - Busey Bank	189,179	153,744	191,218
Unrestricted Cash:			
100010 · Checking - Operations	657,220	648,299	541,005
Total Checking/Savings Busey Bank	846,399	802,044	732,223
100020 · Accounts Receivable	298,916	322,809	302,462
Other Current Assets			
100050 · Prepaid Expenses	31,438	34,015	32,441
Total Other Current Assets	31,438	34,015	32,441
Total Current Assets	1,176,753	1,158,867	1,067,126
Fixed Assets			
100040 · Office Furniture	54,533	54,533	54,533
100042 · Computer Equipment	96,361	96,361	96,361
100044 · Vehicles	23,944	23,944	23,944
100046 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(175,700)	(174,986)	(165,955)
Total Fixed Assets	6,218	6,932	15,963
Other Assets			
190000 · Right of Use - Office Space	348,100	351,050	-
Total Other Assets	348,100	351,050	-
TOTAL ASSETS	\$ 1,531,071	\$ 1,516,849	\$ 1,083,089
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
200010 · Accounts Payable	69,819	42,468	109,674
Other Current Liabilities			
200015 · Accrued Expenses	1,084	904	1,894
200021 · Accrued Payroll	24,530	24,752	22,132
200055 · Vacation/Personal Time	43,681	39,665	38,186
200056 · Unvested Retirement Account	27,589	26,681	27,954
200060 · Employer Liabilities	3,281	3,281	2,654
200071 · Deferred Revenue - PPUATS	169,653	182,910	147,391
200081 · Deferred Revenue - IDOT/PPUATS	12,875	14,163	-
200095 · Deferred Revenue - IL MPO	19,238	19,238	19,238
200103 · Deferred Revenue - Woodford Co.	1,867	2,800	1,867
200104 · Deferred Revenue - Regional Server	6,750	7,500	6,750
200107 · Deferred Revenue - Village of Washburn	563	563	825
Total Other Current Liabilities	311,111	322,456	268,891
Total Current Liabilities	380,930	364,924	378,564
Long Term Liabilities			
290000 · Office Space Lease Liability	345,150	348,100	-
Total Long Term Liabilities	345,150	348,100	-
Total Liabilities	726,080	713,024	378,564
Equity			
310000 · General Fixed Asset Equity	13,450	13,450	13,450
350000 · Capital Contribution	193,000	193,000	193,000
390000 · Retained Earnings	564,788	564,788	451,328
Net Income	37,554	32,588	46,747
Total Equity	804,992	803,826	704,525
TOTAL LIABILITIES & EQUITY	\$ 1,531,072	\$ 1,516,849	\$ 1,083,089

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

	<u>Month of SEPTEMBER 2019</u>	<u>Month of AUGUST 2019</u>	<u>Current FY To Date</u>	<u>Previous FY To Date</u>	<u>Annual FY20 Budget</u>	<u>% Annual FY19 Budget</u>
Income						
400010 · FHWA PL/FTA Fund	54,814	54,959	165,518	179,662	776,357	21.3%
400015 · PPUATS Matching	13,703	13,740	41,408	44,916	197,859	20.9%
400016 · IDOT Rural Planning	1,319	3,848	7,455	2,748	32,100	23.2%
400017 · FHWA SPR Fund	-	-	-	-	430,999	0.0%
400020 · Regional/Local Funds	3,438	3,438	10,313	10,313	41,250	25.0%
400022 · Woodford County GIS	4,446	6,945	13,577	9,098	42,000	32.3%
400136 · Municipal GIS Support Services	-	1,047	1,047	563	500	209.4%
400140 · Tazewell Co. Zoning	754	754	2,261	2,261	9,045	25.0%
400188 · City of El Paso GIS	-	75	75	-	1,000	7.5%
400200 · Interest Income	115	104	336	287	1,200	28.0%
400210 · Other	-	-	-	-	-	0.0%
400213 · Princeville Comprehensive Plan	2,671	1,371	5,139	-	-	0.0%
400214 · El Paso Comprehensive Plan	1,454	1,555	3,482	-	-	0.0%
400240 · Woodford County Planning	-	-	-	-	500	0.0%
400254 · Human Services Trans Plan	4,987	1,921	9,341	8,223	62,108	15.0%
400271 · Regional Server Partnership	750	750	2,250	2,250	9,000	25.0%
400276 · JARC/New Freedom	20,280	-	20,280	-	25,000	81.1%
400315 · GPSD GIS Staffing	2,100	2,625	6,825	6,825	28,000	24.4%
400320 · Regional Water Supply Plan	1,118	1,656	3,857	-	25,000	15.4%
400322 · Hazard Mitigation Plan	-	-	-	5,928	-	0.0%
400323 · Peoria Park District	-	-	-	-	-	0.0%
400325 · FTA 5310 Admin Fee	127	-	285	-	-	0.0%
400326 · Para-Transit Study	-	-	-	-	10,000	0.0%
400330 · IDOT State Planning	-	-	1,617	18,682	242,204	0.7%
Total Income	\$ 112,075	\$ 94,787	\$ 295,064	\$ 291,753	\$ 1,934,122	15.3%
Expense						
500010 · Advertising and Printing	213	-	283	171	3,000	9.4%
500015 · Contractual Services	29,327	7,000	36,327	31,166	775,476	4.7%
500015 · Community Events	924	(275)	649	-	500	129.8%
500020 · Copier	649	610	1,679	1,788	6,000	28.0%
500025 · Computer Software and Services	2,435	3,561	8,234	9,664	34,000	24.2%
500025 · Computer Hardware	747	-	770	-	30,000	2.6%
500030 · Equipment Maintenance	-	-	-	-	4,000	0.0%
500035 · Group Health Insurance	7,260	7,260	21,779	20,348	87,036	25.0%
500036 · General Insurance	610	610	1,831	1,899	7,324	25.0%
500038 · Workers Compensation	163	163	490	584	1,959	73.1%
500040 · Membership and Subscriptions	572	193	1,433	2,687	3,000	0.0%
500050 · Miscellaneous	40	72	146	156	2,500	5.8%
500070 · Office Supplies	263	976	1,387	1,636	5,500	25.2%
500080 · Postage	35	26	385	201	500	77.0%
500085 · Rent	2,950	2,950	8,749	8,546	35,298	24.8%
500086 · Retirement	2,405	2,443	7,177	7,627	28,289	25.4%
500090 · Telephone & Internet	665	665	1,996	1,201	5,400	37.0%
500100 · Training, Travel & Conferences	3,963	2,275	7,314	4,552	35,000	20.9%
500110 · Utilities	181	181	542	958	3,831	14.2%
500120 · Professional Services	-	-	-	9,930	44,000	0.0%
500130 · Space Costs	1,062	1,007	3,137	3,150	13,080	24.0%
510000 · Depreciation Expense	714	714	2,259	2,338	9,980	22.6%
520000 · Salaries	52,034	48,701	142,957	125,636	575,304	24.8%
520600 · Payroll Taxes	3,699	4,207	11,788	10,770	50,960	23.1%
Total Expense	\$ 110,909	\$ 83,339	\$ 261,311	\$ 245,007	\$ 1,761,937	14.8%
Net Income	\$ 1,166	\$ 11,448	\$ 33,754	\$ 46,747	\$ 172,185	19.6%

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

OPERATING ACTIVITIES	SEP '19	YTD
Net Income	\$ 1,166	\$ 33,754
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	714	2,259
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	23,892	(119,502)
100050 · Prepaid Expenses	2,577	(10,275)
200010 · Accounts Payable	27,352	(4,056)
200015 · Accrued Expenses	181	542
200021 · Accrued Payroll	(222)	1,386
200055 · Vacation/Personal Time	4,017	(501)
200060 · Employer Liabilities	908	(3,872)
200071 · Deferred Revenue - PPUATS	(13,257)	124,855
200081 · Deferred Revenue - IDOT/PPUATS	(1,288)	12,875
200103 · Deferred Revenue - Woodford Co.	(934)	(2,800)
200104 · Deferred Revenue - Regional Server	(750)	6,750
200107 · Deferred Revenue - Village of Washburn	-	-
Net cash provided by Operating Activities	\$ 44,355	\$ 41,417
INVESTING ACTIVITIES		
100042 · Computer Equipment	-	-
190000 · ROU - Office Space	2,950	(351,050)
Net cash provided by Investing Activities	2,950	(351,050)
FINANCING ACTIVITIES		
390000 · Office Space Lease Liability	(2,950)	348,100
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	(2,950)	348,100
Net cash increase/(decrease) for period	44,355	38,467
Cash at beginning of period	802,044	807,931
Cash at end of period	\$ 846,398	\$ 846,398

**Tri-County Regional Planning Commission
Check Register**

DATE	CHECK #	Name	September 2019	Memo	AMOUNT
09/03/2019	15078	Busey Bank Credit Card	August charges		1,830.09
09/03/2019	15079	Comcast	Internet & Phones		366.06
09/03/2019	15080	ESRI	Computer support		1,047.12
09/03/2019	15081	Facet	Computer support		385.00
09/03/2019	15082	Heartland Parking 243602	Parking		825.00
09/03/2019	15083	Illinois Association of Regional Councils	Training		210.00
09/03/2019	15084	ITS Midwest	Training		250.00
09/03/2019	15085	Neopost USA Inc	Postage		25.40
09/03/2019	15086	Quill Corporation	Office supplies		331.41
09/03/2019	15087	RK Dixon	Copier		200.07
09/03/2019	15088	TIAA Bank	Copier		410.26
09/03/2019	15089	Verizon Wireless	Internet & Phones		299.29
09/03/2019	15091	WEX Bank	Fuel		28.80
09/05/2019	ACH	Staff	Payroll 8/16/19 - 8/31/19		18,675.83
09/05/2019	ACH	Illinois Department of Revenue	Payroll liability 8/16/19 - 8/31/19		1,221.79
09/05/2019	ACH	CEFCU	Payroll liability 8/16/19 - 8/31/19		50.00
09/05/2019	ACH	Department of the Treasury	Payroll liability 8/16/19 - 8/31/19		6,602.00
09/05/2019	ACH	Nationwide	Payroll liability 8/16/19 - 8/31/19		1,438.29
09/05/2019	ACH	Unvested retirement account	Payroll liability 8/16/19 - 8/31/19		453.97
09/11/2019	15092	A5.com Inc.	Website hosting		19.95
09/11/2019	15093	Amazon Business	Computer monitor		104.58
09/11/2019	15095	Facet	Computer support		280.00
09/11/2019	15096	Heartland Parking 243651-240830	Parking		17.00
09/11/2019	15097	The Cleaning Source	Office cleaning		165.00
09/11/2019	15098	Cracked Pepper Catering	BUDM event		1,109.00
09/16/2019	15099	Hinckley Springs	Office water		79.70
09/16/2019	15100	Illinois Association of Regional Councils	Training		420.00
09/16/2019	15101	Lee Enterprises-Central Illinois	Legal notices		64.00
09/16/2019	15102	Peoria Area Chamber of Commerce	Dues		400.00
09/16/2019	15103	TIAA Bank	Copier		450.61
09/16/2019	ACH	Checks for less	Office supplies		70.45
09/20/2019	ACH	Staff	Payroll 9/1/19 - 9/15/19		16,370.06
09/20/2019	ACH	Unvested retirement account	Payroll liability 9/1/19 - 9/15/19		453.97
09/20/2019	ACH	CEFCU	Payroll liability 9/1/19 - 9/15/19		50.00
09/20/2019	ACH	Nationwide	Payroll liability 9/1/19 - 9/15/19		1,438.29
09/20/2019	ACH	Illinois Department of Revenue	Payroll liability 9/1/19 - 9/15/19		1,101.99
09/20/2019	ACH	Department of the Treasury	Payroll liability 9/1/19 - 9/15/19		5,737.70
09/30/2019	15140	Heart of IL United Way	Payroll liability		19.50
09/30/2019	15131	City of Peoria Rent & Utilities	Rent		2,950.00
09/30/2019	15132	Comcast	Internet & Phones		366.06
09/30/2019	15133	Delta Dental	Monthly premium		293.08
09/30/2019	15134	Facet	Computer support		385.00
09/30/2019	15135	Guardian	Monthly premium		431.94
09/30/2019	15136	Heartland Parking 243602	Parking		825.00
09/30/2019	15137	Peoria Journal Star	Legal notices		126.36
09/30/2019	15138	Quill Corporation	Office supplies		112.96
09/30/2019	15139	United Healthcare	Monthly premium		7,990.09
09/30/2019	ACH	Busey Bank	Service Charge		39.63
Total					76,522.30



RECEIVED

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

ACCOUNT SUMMARY

Credit Limit	\$5,000.00
Credit Available	\$3,064.00
Statement Closing Date	September 26, 2019
Days in Billing Cycle	31
Previous Balance	\$1,830.09
- Payments & Credits	\$2,130.09
+ Purchases & Other Charges	\$2,208.37
+ Balance Transfer	\$0.00
+ Cash Advances	\$0.00
+ FEE CHARGED	\$0.00
+ INTEREST CHARGED	\$0.00
= New Balance	\$1,908.37

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 \$1,908.37
 Minimum Payment Due \$95.00
 Payment Due Date October 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	7 years	\$2,614.00
\$68.00	3 years	\$2,446.00 (Savings = \$168.00)

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

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
08/26	08/27	24692167E2XWB2NLX	Intuit *PayrollEE usag 833-830-9255 CA	21.25 ✓
08/28	08/29	24492157GS10AZ5RZ	ILLINOISPUB 217-522-4782 IL	335.00 ✓
08/28	08/29	24492157GS10D5A6T	ILLINOISPUB 217-522-4782 IL	335.00 ✓
08/30	08/31	24707807J0T55M3A5	ILLINOIS GEORGRAPHIC INFO 630-942-6184 IL	770.00 ✓
08/30	09/02	24427337KLM9X21GK	HUCK'S FOOD & FUEL STO EAST PEORIA IL	24.18 ✓
09/03	09/04	24445717N8PMH2BK2	KROGER #657 WASHINGTON IL	21.00 ✓
09/06	09/06	F3248007T000PI249	PAYMENT-BRANCH THANK YOU PEORIA IL	1,830.09
09/10	09/12	24789307Y7DYKD7V4	DIGITAL NEWSPAPER SUBSCRIB 877-5782716 NY	4.99 ✓
09/12	09/13	24137468000YLNVDJ	USPS PO 1661800802 PEORIA IL	32.00 ✓
09/13	09/13	2469216802XRT32D3	LOGMEIN*GOTOMEETING LOGMEIN.COM CA	36.00 ✓

Transactions continued on next page

1035 VVG 001 7 26 190926 0 PAGE 1 of 3 1 0 3248 4000 QC52 01AA1035



Busey
 100 W. University Ave
 Champaign IL 61820

ERIC MILLER
 456 FULTON ST SUITE 401
 PEORIA IL 61602

Make Check
 Payable to:

BUSEY
 PO BOX 660525
 DALLAS TX 75266-0525

Payment Information

Account Number: XXXX XXXX XXXX 9435
 Payment Due Date October 23, 2019
 New Balance \$1,908.37
 Minimum Payment Due \$95.00
 Past Due Amount \$0.00

Amount Enclosed: \$

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

TRANSACTIONS (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
09/13	09/13	247606280DMP3QMNB	RIVER ACTION INC 563-3222969 IA	320.00
09/16	09/17	2443106830RPMLN20	ADOBE *CREATIVE CLOUD 800-833-6687 CA	56.36
09/20	09/20	74760628742QAD049	RIVER ACTION INC DAVENPORT IA CREDIT	200.00
09/23	09/24	21137468B00PMPV25	USPS PO 1661800802 PEORIA IL	2.65
09/23	09/24	24492158AMJEF62QX	SQ *RIVER ACTION DAVENPORT IA	250.00
			TOTAL FEES FOR THIS PERIOD	0.00
			INTEREST CHARGED	
09/26	09/26		Interest Charge on Purchases	0.00
09/26	09/26		Interest Charge on Cash Advances	0.00
			TOTAL INTEREST FOR THIS PERIOD	0.00

Totals 2019 Year-to-Date	
Total fees charged in 2019	\$35.00
Total interest charged in 2019	\$12.90

REWARDS SUMMARY

Available Points 35,945

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.

Executive Director PE - 2019 SMART Goals (July 1, 2019 - June 30, 2021)

1. **FISCAL MANAGEMENT:** The Executive Director will prepare the annual budget a minimum of sixty days prior to the end of the fiscal year (June 30); manage it without exceeding any line item without commission approval; and deliver a training session to all new commissioners within sixty days from appointment.
2. **PROJECT/ASSET MANAGEMENT:** The Executive Director will manage all Commission projects within time and on, or under, budget to be completed monthly on an on-going basis. Documentation will be by project dashboard and include project name, estimated and actual completion date, estimated cost and actual cost updated monthly for the Commission.
3. **EMPLOYEE MANAGEMENT:** The Executive Director will hire, train, mentor, manage and annually evaluate employees, documenting accomplishments and areas of needed improvements to be completed on an on-going basis.
4. **ADMINISTRATIVE PROCESS MANAGEMENT:** The Executive Director will consistently administratively manage all Commission processes as per the Executive Director's contract, Commission policies, PPUATS policies and Executive Committee approved resolutions to be completed in an on-going basis.
5. **DEVELOPMENTAL MANAGEMENT:** The Executive Director will manage the Performance Evaluation process, including SMART Goals and Job-Related Characteristics (JRCs) including any opportunities for improvement to be completed every other year.

RESOLUTION 20-16

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO DONATE TO TWO (2) ENDOWMENTS IN CARE OF THE COMMUNITY FOUNDATION OF CENTRAL ILLINOIS FOR THE AMDALL'S SERVICES RELATED TO THE COMMISSIONS STRATEGIC PLANNING SESSION

WHEREAS, the Tri-County Regional Planning Commission hereafter referred to as the Commission, holds Strategic Planning Session on a regular basis, and

WHEREAS, the Commission Chairman and Executive Director interviewed several candidate facilitators and ultimately chose the team of Sharon and John Amdall as facilitators for the October 5, session, and

WHEREAS, during negotiations for services the Amdall's indicated that there would be no charge for their services and in lieu of payment the Amdall's suggested a donation to two Endowments that were created at the Community Foundation of Central Illinois and,

WHEREAS, The Amdall's performed facilitation services for the Strategic Planning Session that exceeded Commission expectations and,

WHEREAS, the Executive Board met and discussed the issue of a donation and have recommended to the Commission donate \$1,000 to each suggested endowment which are The Local Jobs Fund, and The Art Mean Business Fund and,

WHEREAS, The Local Jobs Fund supports projects that have a direct linkage to breaking the cycle of poverty by equipping people with the skills to earn significantly more than minimum wage and,

WHEREAS, The Arts Mean Business Fund supports the generation of economic growth in the Peoria region through art tourism, increased successful arts businesses, greater community participation in the arts, and financial support of the arts and financial support of the arts from local government and economic development councils.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission authorizes its Executive Director to make a one-time donation to the Community Foundation of Central Illinois in the amount of \$2000. The funds will be equally distributed to the Local Jobs Fund, and The Arts Mean Business Fund.

Presented this 24th day of October 2019

Adopted this 24th day of October 2019

Timothy Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

2020 Census Grant Program

- TCRPC received a \$500,000 grant from the Illinois Department of Human Services (IDHS) to serve as a Regional Intermediary (RI) for 2020 Census outreach in North Central Illinois.
- RIs are the central coordinators of the census outreach effort and provide subawards to local governments, community organizations, and non-profits to provide census outreach services.
- RIs will also build upon existing statewide outreach efforts
- IDHS defines the North Central Illinois as DeWitt, Fulton, Livingston, Marshall, Mason, McLean, Peoria, Stark, Tazewell, and Woodford counties.
- The grant period is from October 15, 2019 to June 30, 2020.

Scope of Services

- The 2020 Census Grant Program will support statewide coordinated outreach efforts through RIs to reach Illinois residents who are at risk of being undercounted.
- The RI will design and implement a region-wide outreach program which utilizes subrecipients and builds upon existing census efforts. RIs will implement a plan which includes the following components:
 - o Collaboration and Coordination of Subrecipients
 - Provide technical support
 - Convene & collaborate with stakeholders
 - US Census Bureau, IL Complete Count Commission, Office of the Secretary of State, local CCC, local governments, and civic groups
 - Manage subrecipients
 - o Education, Outreach, and Communication
 - Develop outreach materials (Consultant)
 - Develop and implement outreach and education plans
 - Work with IL State Census Office on a State-coordinated media campaign (Consultant)
 - o Direct Engagement
 - Organized and participate in community events
 - Engage, train, & Utilize trusted messengers
 - Implement direct engagement activities
 - o Questionnaire Assistance and Participation
 - Use trusted messengers and sources to assist the public in responding to the questionnaire
 - Provide internet access to complete the online questionnaire.
 - Establish, manage and announce locations where the HTC communities may receive information regarding the census in their native language and assistance completing the census questionnaire when necessary
 - o Data Collection and Reporting
 - Monitor and evaluate subrecipients.
 - Submit financial and program documentation to the Census Office on a monthly basis.
 - Submit performance documentation to the Census Office on a monthly basis.
 - A fiscal year-end program and performance measures and outcomes report will also be required.
 - Participate in evaluation efforts as directed by the Census Office and collect and report data accordingly.