

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Hinrichsen, Karr, Phelan, Proehl, Sundell)

Monday, September 19, 2016

5:30 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes of August 15, 2016
5. Executive Director Report
6. Recommend approval to Full Commission the Tri-County Regional Planning Commission/Peoria –Pekin Urbanized Area Transportation Study Memorandum of Understanding (MOU)
7. Recommend approval to Full Commission agreement with United States Army Corps of Engineers and Letters of Understanding with Heartland Water Resource Council and The Nature Conservancy to develop the Peoria Lakes Comprehensive Conservation Plan.
8. Review of September 22, 2016 Commission agenda
9. Other
10. Executive Session
11. Any action as a result of Executive Session
12. Adjournment

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Hinrichsen, Karr, Phelan, Proehl, Sundell)
Monday, August 15, 2016
5:30 p.m.
MINUTES

1. Call to Order
Chairman Van Winkle called the meeting to order at 5:30 p.m.
2. Roll Call
Present: Van Winkle, Karr, Crawford, Proehl, Hinrichsen, Delaney, and Sundell. Excused: Drury. Phelan arrived at 5:40 p.m.
3. Public Input-none
4. Approval of Minutes of July 18, 2016
Sundell moved to approve the July 18, 2016 minutes and Hinrichsen seconded. Karr abstained due to not present at meeting. Motion carried.
5. Executive Director Report
Miller reported on the following:
 - Sent budgets out to all 3 counties.
 - July financial report is positive \$3900
 - Hazard Mitigation Plan has a revised grant application. It suggests that a consultant will lead the planning process .
 - State Planning funds are \$156,000 for FY17. Money will go to Technical to decide how the money will be spent. Can be used for a study.
 - Rural Transportation Planning funds is \$32,000. TCRPC staff will recommend the use of the funds. It will be finalized by Full Commission.
 - Sent out resolution for Transportation Initiative. Am keeping track of entities that send to the state officials.
 - Staff is presenting to Commission FY17 Special Transportation studies (1) Proposal for the Tazewell County Wayfinding study, and (2)East Peoria 4 Corners traffic and parking study.
 - Crawford moved to receive and file the Executive Directors report and Karr seconded. Motion carried.
6. Discussion of Strategic Planning Session
Miller presented the document of the staff and himself ideas for the strategic planning session.
 - Update to website completed soon
 - Have 3 Open Houses in the fall to show and explain what Tri County is
 - Need to find ways to prove our worth. Work with non-funded regional issues.
 - HSTP is a big issue that needs to be addressed.
 - Phelan asked do you recommend for revenue.
 - Delaney said we need to justify our existence
 - Staff needs to attend conferences and report back what learned and how to apply at work.
 - Planning activities should report to PPUATS Technical and Policy committees.
7. Discussion of selecting Health Insurance Broker
Miller reported that after reviewing and talking to the 2 brokers RFQ received, he has chosen Kuhl Ins. For the broker of our Health insurance. Phelan asked what tool of grading he used. Miller said he did discuss with Mr. Neuhauser.

- Crawford suggested forwarding onto Full Commission Kuhl Ins. as the new broker for Health Insurance and Karr seconded.
8. Discussion of selecting Property Casualty Insurance Broker
Miller reported that after reviewing and talking to the 2 brokers RFQ received, he has chosen Monge, Crouch, & Mahoney for Tri County Property Casualty Insurance.
 - Hinrichsen suggested forwarding onto Full Commission Monge, Crouch, & Mahoney as the new broker for Tri County Property & Casualty Insurance.
 9. Discussion of hiring a consultant to perform compensation study
Miller explained the process of the study.
 - Phelan said the salaries and benefits need to be shown together and to compare this with other entities.
 - Delaney asked that if we do this and our salaries are low are we going to rise to match or if they are too high are we going to take away.
 - Miller said we need to hire and retain the best people we can. It is good to be competitive with salaries.
 10. Discussion of TCRPC and PPUATS Memorandum of Understanding
Miller reported that Rainson is still working on the language.
 - Crawford wants this to be done and implemented soon.
 11. Discussion of renewing Line of Credit with South Side Bank
Miller reported on the renewal of the Line of Credit which ends the end of August.
 - Sundell recommends this to be done because you never know what the state will do.
 12. Report on activities of the PLBA
Miller reported on the time share agreement we will have with ACOE and other entities for this project. The agreement needs to be to ACOE by Sept. 30. Tincher is proposing concurrent plan which focuses on the lakeshore development. WRAT will have a person appointed to the PLBA committee
 13. Review of August 25, 2016 Commission agenda-ok
 14. Other
 15. Executive Session
 16. Any action as a result of Executive Session
 17. Adjournment
Karr moved to adjourn at 7:05 p.m. and Delaney seconded. Motion carried.

Respectively Submitted,
Eric Miller
Executive Director
Recorder and Transcriber: Debbie Ulrich

RONALD RAINSON



31 August 2016

To: PPUATS Policy Committee

Re: TCRPC Relationship

Some time ago IDOT modified the cooperative agreement between PPUATS and the TCRPC. The TCRPC refused to agree to the IDOT modifications and, as an alternative, prepared a Memo of Understanding for our approval and signature. Several Policy Committee members and myself are unwilling to accept the TCRPC MOU and have modified it as shown below. I have also attached an edited copy that highlights the changes we have made in the TCRPC MOU. It is my hope that the Committee will vote to send the modified MOU to the TCRPC.

REVISED MOU

This MOU will outline the roles of the Tri-County Regional Planning Commission (TCRPC) and the Peoria Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee that may not be addressed in the Cooperative Agreement dated August 2008. PPUATS is the MPO. PPUATS has designated the TCRPC to receive and administer all Federal and State funds as directed by PPUATS.

Programming of Federal Transportation Planning Funds

All decisions on the expenditure of Transportation planning funds, surface transportation funds, and FTA funds are the sole responsibility of PPUATS. TCRPC Staff will administer all Federal funds (FHWA- PL , FTA-5305, and FTA 5310) that are received by the MPO at the direction of the PPUATS Policy Committee. TCRPC staff in concert with the PPUATS Technical Committee will present the PPUATS Policy Committee with an annual Unified Work Program for its approval. The UWP explains how federal transportation planning funds will be used. PPUATS will authorize TCRPC to administer the work tasks defined in the UWP.

Programming of State Planning Funds

If State Planning Funds (SPF) are available, they shall be included in the UWP. TCRPC staff will administer SPF funds that are allocated to the area at the direction of the PPUATS Policy Committee.

Financial Reporting

TCRPC staff will prepare monthly financial reports for all Federal Transportation Planning funds for the PPUATS Policy Committee. The financial statements shall contain an accounting of all state and federal transportation planning funds that are allocated to the MPO. The TCRPC shall manage contracts that are listed in the adopted UWP on behalf of the PPUATS Policy committee.

Staffing

The TCRPC provides staff to the MPO. The Executive Director of the TCRPC has the responsibility to manage staffing levels to implement the UWP. A joint subcommittee of two TCRPC Executive Board members and two PPUATS Policy Committee members appointed by

their respective Chairmen shall be responsible for reviewing the performance of the Executive Director and will recommend the hiring or dismissal of the Executive Director for approval by a majority of the PPUATS Policy Committee and a majority of the TCRPC Board. This subcommittee will also determine compensation and benefits for the Executive Director and the overall increase for all other employees. These determinations will be subject to approval by the majority of the Policy Committee and the TCRPC Board.

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MODIFICATION to the TCRPC MOU

Draft

Memorandum of Understanding (MOU) PPUATS and TCRPC

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This MOU will outline the roles of the Tri-County Regional Planning Commission (TCRPC) and the Peoria Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee that ~~may not be~~ addressed in the Cooperative Agreement dated August 2008. PPUATS is the MPO. PPUATS has designated the TCRPC to receive and administer all Federal and State funds as directed by PPUATS.

Programming of Federal Transportation Planning Funds

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~~All decisions on the expenditure of Transportation planning funds, surface transportation funds, and FTA funds are the sole responsibility of PPUATS.~~

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TCRPC Staff will administer all Federal funds (FHWA- PL , FTA-5305, and FTA 5310) that are received by the MPO at the direction of the PPUATS Policy Committee. TCRPC staff in concert with the PPUATS Technical Committee will present ~~both the PPUATS Policy Committee with an annual Unified Work Program for its approval, and TCRPC Board with a Unified Work Program (UWP), PPUATS technical committee will form a subcommittee to provide PPUATS Technical and Policy Committees' with input and development of the UWP. The PPUATS Policy Committee will approve adopt the annual UWP. The TCRPC board will ratify the UWP once it is adopted by the PPUATS Policy Committee.~~

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The UWP ~~dictates~~ explains how federal transportation planning funds will be used. PPUATS will authorize TCRPC ~~will authorize the Executive Director~~ to administer the work tasks defined in the UWP.

Programming of State Planning Funds

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If State Planning Funds (SPF) are available, they shall be included in the UWP. TCRPC staff will administer SPF funds that are allocated to the area at the direction of the PPUATS Policy Committee, ~~as outlined in the UWP.~~

Financial Reporting

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TCRPC staff will prepare monthly financial reports for all Federal Transportation Planning funds for the PPUATS Policy Committee. The financial statements shall contain an accounting of all state and federal transportation planning funds that are allocated to the MPO. The TCRPC shall authorize manage contracts that ~~our are~~ listed in the adopted UWP on behalf of the PPUATS Policy committee.

Staffing

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The TCRPC provides staff to the MPO. The Executive Director of the TCRPC has the responsibility to manage staffing levels ~~according to adopted to implement the~~ UWP. ~~The Executive Board of the Commission is responsible for reviewing the performance of the Executive Director of the Commission.~~ A joint subcommittee of two TCRPC Executive Board members and two PPUATS Policy Committee

members appointed by their respective Chairmen shall be responsible for reviewing the performance of the Executive Director and will recommend the hiring or dismissal of the Executive Director for approval by a majority of the PPUATS Policy Committee and a majority of the TCRPC Board. This subcommittee will also determine compensation and benefits for the Executive Director and the overall increase for all other employees. These determinations will be subject to approval by the majority of the Policy Committee and the TCRPC Board. ~~give input to the TCRPC Executive Board on the hiring or dismissal of the Executive Director.~~

Annual Meeting

~~A joint meeting with members of the Commission and Policy Committee will take place on annual basis to hear presentations of the MPO's work and to discuss issues of mutual interest.~~

~~TCRPC and the PPUATS Policy Committee will review the MOU on a biannual basis.~~

Chairman

Tri-County Regional Planning Commission

Chairman

Peoria/Pekin Urbanized Area Transportation Study Policy Committee

Line Item Breakdown	
TCRPC staff time	\$29,495.38
TNC staff time	\$14,889.08
HWRC staff time	\$1,787.50
TCRPC elected officials time	\$2,280.00
TNC mileage	\$779.76
TCRPC elected officials mileage	\$605.34
Printing	\$740.70
Meeting room rental	\$400.00
Postage	\$93.00
Total	\$51,070.76
Agency Breakdown	
TCRPC	\$33,614.42
TNC	\$15,668.84
HWRC	\$1,787.50
Total	\$51,070.76

Peoria Lakes Comprehensive Conservation Plan
Scope of Work
September 9, 2016

Background

The Peoria Lakes are Greater Peoria's most precious natural resource. The Lakes, which refer to the widened portion of the Illinois River near Peoria, have supported life in the Illinois River Valley for 12,000 years. The natural beauty of the river and its bluffs continue to attract people to Greater Peoria, just as it has for centuries.

Native Americans and early European settlers enjoyed an abundance of fish and wildlife, pristine water, and expansive wetlands at Peoria Lakes. However, as increasing urban development and industrialization occurred over time, water quality declined, habitat was lost and degraded, and sedimentation has steadily filled in the Lakes. Today, many areas of the Peoria Lakes are less than 3 feet in depth.

Various projects and studies have been proposed in the past for how to help preserve Peoria Lakes. Yet, there is no regional consensus on what projects and studies should be pursued moving forward to help sustain this valuable natural resource.

The Peoria Lakes Basin Alliance was established in 2001 to coordinate efforts to restore and preserve the Peoria Lakes. Today the Alliance consists of Heartland Water Resources Council, The Nature Conservancy, and Tri-County Regional Planning Commission. The Alliance is requesting assistance from the U.S. Army Corps of Engineers to develop a Peoria Lakes Comprehensive Conservation Plan. The purpose of this planning process is to reach a regional consensus on what conservation alternatives should be pursued in the future to conserve Peoria Lakes. The planning process can also marshal regional support for taking action to conserve Peoria Lakes. At the end of this planning process, the Greater Peoria area will be well positioned to move forward to conserve the Peoria Lakes.

Project Scope

Task 1. Hold Public Meeting 1 to officially begin the project.

Responsibility: PLBA and Army Corps

Cost Estimate: To be determined with the Army Corps

This meeting will be open to the public. Methods of notifying the general public will be pursued and key stakeholders will be invited to attend. The purpose of this meeting will be to:

- Announce the Peoria Lakes Comprehensive Conservation Plan process;
- Describe what will occur during the planning process;
- Gather input about Peoria Lakes from attendees.

- Secondary channel;
- Wetlands protection.

With consideration given to public input, other projects will be added to the initial list after consultation between the PLBA and Army Corps.

Task 4. Hold meeting of PLBA and Army Corps to establish Project Review Committee.

Responsibility: PLBA and Army Corps

Cost Estimate: To be determined with the Army Corps

The purpose of this meeting will be to establish the Project Review Committee. The Project Review Committee will consist of PLBA members and other stakeholders that represent a variety of Peoria Lakes interest groups. Stakeholder groups that could be represented on the Project Review Committee include:

- Environmental advocacy;
- Economic development;
- River transportation;
- River recreation;
- Hydrology/science;
- Natural resources conservation;
- Government;
- Outdoors businesses;
- Other groups.

Task 5. Hold Project Review Committee Meeting 1.

Responsibility: Army Corps

Cost Estimate: To be determined with the Army Corps

The Project Review Committee will meet with the Army Corps to:

- Discuss the role of the Project Review Committee;
- Discuss the process of developing conservation alternatives to be developed by the Army Corps;
- Define formula/values/criteria for developing and ranking conservation alternatives.

Task 6. Develop conservation alternatives.

Responsibility: Army Corps

Cost Estimate: To be determined with the Army Corps

The Army Corps will use its scientific expertise and input from the Project Review Committee to develop different conservation alternatives. A conservation alternative will be a grouping or sequence of individual projects that together will promote conservation of the Peoria Lakes. For example, one possible alternative could be the construction of islands and development of a secondary channel. Each conservation alternative will be realistic, sustainable, and able to be maintained. The Army Corps will compile the following information for each conservation alternative:

- Description of each project within the alternative;
- Sequence/timing of projects within the alternative;
- Map showing proposed locations of the projects within the alternative;
- Cost of projects within the alternative;

Task 11. Finalize Peoria Lakes Comprehensive Conservation Plan document.

Responsibility: PLBA and Army Corps

Cost Estimate: To be determined with the Army Corps.

The PLBA and the Army Corps will finalize the Peoria Lakes Comprehensive Conservation Plan document. This document will be compiled throughout the entire process. The document will:

- Describe the public input process;
- Include the factsheets of possible conservation projects and studies;
- Include summaries of public input received at each public meeting;
- Include summaries of Project Review Committee meetings;
- Include the conservation alternatives documents;
- Present the ranking of conservation alternatives for Peoria Lakes chosen by the Project Review Committee.
- Discuss how each conservation alternative can be sustained so that the benefits of each conservation alternative will continue into the future.

Deliverables

The following deliverables will be provided as part of this planning process. The task to which each deliverable corresponds is listed in parentheses.

- Document that lists input received from Public Meeting 1 (Task 1);
- Initial list of possible Peoria Lakes projects and studies that would help achieve PLBA's vision for the Peoria Lakes (Task 3);
- Two-page factsheets for possible Peoria Lakes projects and studies (Task 3);
- A list of names and contact information for all members of the Project Review Committee (Task 4);
- Conservation alternatives documents (one for each conservation alternative) (Task 6);
- Document that lists input received from Public Meeting 2 (Task 7);
- Document that provides ranking of conservation alternatives (Task 8);
- Document that describes how each conservation alternative can be sustained (Task 10);
- Peoria Lakes Comprehensive Conservation Plan document (Task 11).

Cost of Individual Tasks

Needs to be developed.

Breakdown of Costs

Needs to be developed.