

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

Monday, April 16, 2018

5:30 p.m.

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes February 12, 2018, and March 22, 2018
5. Executive Director Report
6. Motion to request engagement letter from Martin & Hood for FY18 Financial Audit
7. Update on Woodford County appointments
8. Discussion of beneficial use of dredged materials (Pilot Project)
9. Review of April 16, 2018 Commission Agenda
10. Other
11. Executive Session
12. Any action as a result of Executive Session
13. Adjournment

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Drury, Phelan, Proehl, Sundell)
Monday, February 12, 2018
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, Sundell, Proehl, Drury, Crawford, and Phelan. Staff present: Miller, Lees, Martin, Hendon, Bruner, Abi-Akar, and Harms. Also present: Stan Glazier
3. Public Input
None
4. Approval of Minutes January 15, 2018
Sundell moved to approve the January 15, 2018 minutes and Drury seconded. Motion carried.
5. Executive Director Report
Miller reported on the following:
 - Rural Planning Funds
 - FY19 budget process is up \$30,000
 - Financials are up \$7,900
 - FY17 State Planning Funds- Complete Streets Seminar is scheduled May 9 & 10
 - MOU did pass in PPUATS Policy
6. Update on Woodford County membership
 - Glazier addressed the committee that the MOU was tabled last month at County Board meeting. He said he will give a detailed report if does not go thru this month to TCRPC. He reported there is 5 or 6 designees and 1 board member. He asked if there is only 5 designees and 1 board member will that be ok to start.
 - Crawford asked if the appointments are all Mayors and Glazier said only 1 is and the rest are designees made by the mayors.
 - Miller said the money situation should be in the MOU.
 - Phelan thanked Glazier for being open about the situation and that this is a County Board situation. He also said this needs to be open to all municipalities.
 - Proehl asked about what the payment schedule will be? Glazier said let's get the appointments made then they will bill the municipalities and we then will get paid.
7. Discussion of Proposed Projects for IDOT FY19 Urban & Rural State Planning funds.
Miller addressed that the staff will give updates on the Projects.
 - Harms reported on the following:
 - Unified Work Program
 - Transportation Improvement Program
 - Long Range Transportation Plan
 - Coordinates MPO-programmed federal transportation projects

- Manage/author regional transportation plans and local comprehensive plans
 - Tazewell County Land Use Planner
- Martin reported on the following:
 - Support staff for Sty Criteria/Applications and TAP programming
 - Human Services Transportation Planning Coordination
 - Urban Transit Grants Management
 - Transportation Performance Measures Implementation
 - Regional Pavement Management Program
 - Multimodal Transportation & Emerging Technologies
- Bruner reported on the following:
 - Peoria Lakes Comprehensive Conservation Plan
 - Tri County Natural Hazard Mitigation Plan
 - Village of Roanoke Comprehensive Plan
 - Grant developments for City of Elmwood and Village of South Pekin
 - Public Participation Plan
 - Assisted Ryan on FY 18 Transportation Improvement Plan
- Abi-Akar reported on the following:
 - Regional water supply planning for the Middle Illinois Basin
 - Tri County Natural Hazard Mitigation Plan
 - Peoria Lakes Comprehensive Conservation Plan
 - Village of Roanoke Comprehensive Plan
 - Author of “Complete Streets” Interbusiness Issues (iBi), March 2018 issue
 - Coauthor of “Peoria Lakes” Interbusiness Issues (iBi) October 2017
- Hendon reported on the following:
 - Woodford County GIS
 - Regional GIS Server/Internet Mapping Sites
 - Greater Peoria Sanitary District GIS Support
 - Village of Bartonville GIS Support
 - Peoria Park District GIS Support
 - East Peoria Sidewalk Inventory
 - Guardrail Inventories for Limestone and East Peoria
 - Assessment Management Projects for Peoria Heights, El Paso, Elmwood, and Minonk
- Proehl asked if these were all fee based, and Hendon replied yes.
- Lees commented the employees have a good team dynamic, there is a lot of interaction and collaborations.

8. Discussion of Commission Strategic Planning Session

- Miller talked about some facilitators he has met with. Eng/Lo is one. Questioned that if Woodford County is not on board should we wait until Fall or if we want to move forward we need to bring this to the Executive Board to discuss the context of the session.
- Crawford questioned he had experience of this.
- Miller suggested to get resumes from facilitators and give to Executive Board to review and choose.
- Van Winkle expressed his concerns on bad attendance and that we need good attendance engaged for this to be successful. Maybe we should wait until September, so that if Woodford County does have members they will be have been on the Commission awhile. Proehl and Sundell agreed.

- Phelan suggested to have for Executive Board but invite all Commissioners.
- Crawford said we are planners and need to start a Strategic Plan.

9. Review of February 22, 2018 Commission Agenda (Handout)-ok

10. Other

Miller reported on the following:

- We received the IDOT call for projects. Fast Act is \$225 million and discussed the use could be used for the Chillicothe via duct
- Received a letter for Peoria County on the roads on Willow Knolls and Allentown Rd. This was in 2022 projects but asked to move to 2020. Road is rough and needs attention. Hope to move to front of list.
- IDOT Fall Conference will be in Peoria this fall.

11. Executive Session

12. Any action as a result of Executive Session

13. Adjournment

Sundell moved to adjourn at 6:50 p.m. and Proehl seconded. Motion carried.

Respectively submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by Debbie Ulrich



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 FULTON STREET, SUITE 420

PEORIA, IL 61602

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Ways & Means Committee.....Cancelled.....4:30 p.m., March 22 2018
Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., March 22, 2018

Executive Board

1. Call to Order, Welcome, Recognition of Audience

Chairman Van Winkle called the meeting to order at 5:30 pm

Chairman Van Winkle said that since we do not have a Full Commission quorum, Executive Board members will only be able to vote on motions.

2. Roll Call

Commissioner	P	A	Commissioner	P	A
Jim Miller IDOT	excused		Russ Crawford Tazewell Co.	Via phone	
Mike Hinrichsen Woodford Co.	x		Brett Grimm, Tazewell Co.	excused	
Ben Kingdon Woodford Co.	x		Nancy Proehl, Tazewell Co.	excused	
Eric Lind Woodford Co.	excused		Seth Mingus Tazewell Co.	excused	
Woodford Co.			Don Gorman, Peoria Co.	x	
Woodford Co.			Phil Salzer Peoria Co.	x	
Woodford Co.			Matthew Bender, Peoria Co.	x	
Woodford Co.			Clinton Drury, Peoria Co.	x	
Sue Sundell Tazewell Co.	x		Michael Phelan Peoria Co.	x	
Tim Neuhauser Tazewell Co.	excused		Paul Rosenbohm Peoria Co.	x	
Greg Menold Tazewell Co.	x		Steve Van Winkle Peoria Co.	x	

Staff present: Eric Miller, Ray Lees, Hannah Martin and Debbie Stratton.

3. Public Input-none

4. Approval of February 22, 2018 meeting minutes

Phelan moved to approve February 22, 2018 meeting minutes and Sundell seconded. Motion carried.

5. Executive Director report

Miller reported on the following:

- PLBA project is being delayed due to the change of Project Manager. Should begin in early summer.
- Rural Planning Funds has \$50,000 and IDOT will have a call for projects which will be limited to only planning.
- Had second stakeholder meeting in March for Regional Hazard Mitigation Plan
- Staff is continuing to develop FY19 UWP budget for PPUATS to review.

6. Ways and Means Report

- a. Motion to approve Resolution 18-35 for February Financial Statements and Billings
Drury moved to approve Resolution 18-35 for February Financial Statements and Billings and Sundell seconded. Motion carried.

Stratton updated on the following:

- Operating cash is \$514,471, accounts receivables is \$123,943, and accounts payables is \$51,837.
 - Total revenue was \$79,378, pass thru was \$5882 and Operating revenue was \$73,496.
 - Total expenses were \$65,909 and pass thru was \$5882 with operating expenses at \$60,027
 - February Net income was \$13,469 with Fiscal year to date is positive by \$46,332.
- b. Presentation of FY19 Draft Budget (Handout)
Miller presented the FY19 draft budget for the Commission to review, hoping to present final in May or June for approval.
Miller added he wants to fill a GIS position that has been vacant for some time. Work load has increased, and spot needs filled.

7. Planning

- a. Discussion of beneficial use of Peoria Lakes/Illinois River dredge material (sediment) (Pilot Project)
- Lees presented slideshow of beneficial use of Peoria Lakes/Illinois River dredge material (sediment) (Pilot Project)
 - Hinrichsen asked if we checked into the use of the sand. Discussion followed on types of sand in sediment and what it could possibly be used for.
 - Drury asked about making solar cells from the sand
 - Lind asked who owns the sediment. Miller said you own from the shore property to the channel.
 - Miller said he felt this was important to bring to Commission and will update.

8. Transportation

- a. PPUATS Report
- Miller reported MOU is signed.
 - Lees reported that Technical approved for FY22 funds be used to update Willow Knolls Road and Allentown Rd. Peoria County is going to fund it for 22 million dollars. This is swapping the funds for this project. Is afraid this is setting president in process of choosing projects. The decision lies with the Policy committee.
 - FHWA Quadrennial review is complete. Positive reviews

- b. Motion to approve Resolution 18-36 Enter into a contract with selected Consultant for PPUATS Urban Pavement Survey Project for an amount not to exceed \$130,000
Sundell moved to approve Resolution 18-36 entering into a contract with selected Consultant for PPUATS Urban Pavement Survey Project for an amount not to exceed \$130,000 and Drury seconded. Motion carried.
Martin explained the consultant’s interviews. She also explained this is Trans Map. It is GIS snapshot of roads, guardrails, sidewalks. Can be used for all communities.
- c. Presentation of FY19 Draft Unified Work Program (Handout)
Miller explained the FY19 Draft Unified Work Program budget. \$80,000 will go to Special Projects.

9. Executive Session

10. Any action coming out of Executive Session

11. Other

Miller reported on Reema Abi-Akar articles in March IBI

12. Adjournment

Sundell moved to adjourn at 7:00 pm and Drury seconded. Motion carried.

Respectively submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich

April 2018 MEETING SCHEDULE

PPUATS Policy	Wednesday, April 4, 2018	9:00 a.m.
Executive Board	Monday, April 16, 2018	5:30 p.m.
PPUATS Technical	Wednesday, April 18, 2018	9:00 a.m.
Ways & Means	Thursday, April 26, 2018	4:30 p.m.
FULL COMMISSION	Thursday, April 26, 2018	5:30 p.m.

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



TRI-COUNTY REGIONAL PLANNING COMMISSION

456 Fulton St, Suite 401
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Date: April 13, 2018

Subject: Executive Director Report for April, 2018

Project	Activity	Status
Administrative		
FY18 Budget monitoring	Working with Staff and IDOT to determine Carry over amount	Ongoing
FY19 Budget	Developed FY19 Draft Budget	Ongoing
Outreach Activities	Attended Pekin Chamber Transportation Committee	Ongoing
	Met with Heartland Water Resource Council regarding Beneficial Use or Dredge Material project proposal	
	Met with IDOT regarding Autonomous Vehicles	Ongoing
	Coordination with IDOT on Fall Planning Conference to be held in Peoria	
Financial Report	Preliminary financial report -14k positive for February.	Ongoing
Indirect Cost Rate(ICR)	Ongoing work on FY 18 ICR with State of Illinois GOMB	Ongoing
Website	Website launch is complete. Still reviewing material for insertion	Ongoing
Planning issues		
PLBA	Continued Planning Activities as part of USACE agreement	Ongoing
	Coordination with New USACE project manager	Ongoing
Beneficial Use of Dredge Material	Developing relationships with stakeholders regarding potential pilot project in Peoria	Ongoing
Regional Hazard Mitigation Plan	Coordination with Consultant	Ongoing
Regional Water Supply Planning	Stake holder meeting held, Discussions with IDNR regarding additional planning work	Ongoing
Roanoke Comprehensive Plan	Work continues for the project	Ongoing
University of Illinois Collaboration	Exploring funding opportunities for Beneficial Use study	Ongoing
Horseshoe Bottoms	No activity	Ongoing
GIS Issues		
Village of Minonk	Started Project work ongoing	Ongoing
Village of Elmwood	Work ongoing	Ongoing
Peoria Heights	Work ongoing	Ongoing
PPUATS/ Transportation		
FY 19 UWP Development	Staff is continuing to develop draft for PPUATS review	Ongoing
Transportation Infrastructure Funding	meeting pending with Area Legislators, Monitoring talks in Springfield	Ongoing
Transportation Improvement Program	TIP amendments processed	Ongoing
	Coordination with PPUATS regarding repurposing FY22 STU Funds	Complete
Eastern Bypass Coalition	No activity	In Progress
Special Transportation Studies		
FY17		
East Peoria Four Corners	Study Complete	Completed
Tazewell County Wayfinding	Study Complete	Completed
Port Study	Study Complete Follow up work with Stakeholders	Completed
FY17 State Planning Funds		Completed
	Regional Pavement Condition Ratings Survey-Negotiating Contract	In Progress
	Peoria Heights Commercial Studies	In Progress
	Complete Streets Seminar- Planning meetings ongoing	In Progress
FY17 Rural Planning Funds	Village of Roanoke Planning- Review of existing plans underway	In Progress
	Village of Minonk GIS /Mapping	In Progress
	Village of Elmwood GIS	In Progress
	Metamora /Germantown Hills Trail Planning Held Kick off Meeting	In Progress
FY 17 Special Planning Studies	Derby St Pekin- Draft Report Submitted	In Progress
FY 18 Special Planning Studies	City of East Peoria Sidewalk inventory- work underway	In Progress
	City of East Peoria and Washington Transportation plan Work underway	In Progress
	City of Peoria Downtown Wayfinding Work Underway	In Progress
	City of Chillicothe Corridor Study Work underway	In Progress
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In Progress