

**EXECUTIVE BOARD MEETING**  
**STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD**  
**(Crawford, Drury, Phelan, Proehl, Sundell)**  
***Monday, February 12, 2018***  
***5:30 p.m.***  
**AGENDA**

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes January 15, 2017
5. Executive Director Report
6. Update on Woodford County membership
7. Discussion of Proposed Projects for IDOT FY19 Urban & Rural State Planning funds.
8. Discussion of Commission Strategic Planning Session
9. Review of February 22, 2018 Commission Agenda (Handout)
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, January 15, 2018***  
***5:30 p.m.***  
**MINUTES**

1. Call to Order  
Chairman Van Winkle called the meeting to order at 5:30 pm
2. Roll Call  
Present: Van Winkle, Drury, Phelan, Proehl, and Sundell. Excused: Crawford
3. Public Input-none
4. Approval of Minutes November 20, 2017  
Sundell moved to approve both November 20, 2017 and December 7, 2017 minutes and Proehl seconded. Motion carried.
5. Approval of Minutes December 7, 2017 (Full Commission)  
See # 4
6. Executive Director Report  
Miller reported on the following:
  - Debbie Stratton developing project management capabilities linked to accounting software
  - Special projects are proceeding, and plans are ongoing.
  - Financial report for November was positive
  - PLBA- continued planning of activities as part of USACE agreement
  - Ray Lees meeting with University of Illinois subject matter experts to discuss Peoria Lakes Planning activity
7. Update on Woodford County membership
  - Miller is heading to Roanoke council meeting to answer questions of joining TCRPC. MOU will go to Woodford County Board to make appointments. Those interested are El Paso/Minonk, Germantown Hills, Eureka, Roanoke, and 3 members of Woodford County Board.
  - Phelan asked why are we doing this for Woodford County of trying to satisfy and explain every year. We need to present to all counties that municipalities are also invited to be on Commission if appointed by County boards.
8. Discuss and recommend to Full Commission Health Insurance contract  
Miller explained the quotes and HSA options.  
Sundell moved to recommend to Full Commission the Health Insurance contracts and Drury seconded. Motion carried.
9. Discussion of Commission Strategic Planning Session
  - Miller mentioned it has been 2 years since the last Strategic Planning Session and wants the Commission input of having another this year in March or April.
  - Phelan said he is in support of another one, but facilitator is the key

- Sundell suggested to have on Saturday may have more participants
  - Proehl suggested to have staff involvement
  - Phelan mentioned facilitator of area and that he preferred Saturday's also.
  -
10. Discuss and recommend to Full Commission meeting schedule in 2018 for all meetings which include, Ways & Means, Full Commission and Executive Board.
    - Sundell explained the reasoning of changing the schedule by not having Commission in December.
    - Miller pointed out that we will have a Full Commission meeting on the 5<sup>th</sup> Thursday of November 2018.
  11. Review of January 25, 2018 Commission Agenda (Handout)  
Add Strategic Planning Session for discussion
  12. Other
  13. Executive Session
  14. Any action as a result of Executive Session
  15. Adjournment  
Sundell moved to adjourn at 6:30 pm and Drury seconded. Motion carried.

Respectively submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



# TRI-COUNTY REGIONAL PLANNING COMMISSION

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Date: February 12, 2017  
Subject: Executive Director Report for February, 2017

Project	Activity	Status
<b>Administrative</b>		
FY18 Budget monitoring	Developing project management capabilities linked to accounting software	Ongoing
FY19 Budget	Received Planning Marks beginning FY19 Budget process	Ongoing
Outreach Activities	Attended Pekin Chamber Transportation Committee	Ongoing
	Attended Peoria Chamber Transportation Committee	
	Attended MPO Advisory Council	
	Attended Illinois Association of Regional Councils Board meeting	
Financial Report	Preliminary financial report is not available at this time.	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
<b>Planning issues</b>		
PLBA	Continued Planning Activities as part of USACE agreement	Ongoing
Regional Hazard Mitigation Plan	RHMP work is ongoing with consultant	Ongoing
Regional Water Supply Planning	Held Stakeholder meeting	Ongoing
Roanoke Comprehensive Plan	Held public hearing	Ongoing
University of Illinois Collaboration	Scheduled presentation with Dr. Marlin State Water Survey	Ongoing
Horseshoe Bottoms	No activity	Ongoing
<b>GIS Issues</b>		
Village of Minonk	Started Project work ongoing	Ongoing
Village of Elmwood	Work ongoing	Ongoing
Peoria Heights	Work ongoing	Ongoing
<b>PPUATS/ Transportation</b>		
Memorandum of Understanding	PPUATS Policy approved MOU in February	Ongoing
FY 18 UWP Development	Work in developing FY19 UWP is underway	Ongoing
Transportation Infrastructure Funding	meeting pending with Area Legislators	Ongoing
Transportation Improvement Program	TIP amendments processed	Ongoing
Eastern Bypass Coalition	No activity	In Progress
<b>Special Transportation Studies</b>		
ITEP Review	Staff is currently reviewing local applications for State ITEP program	Ongoing
<b>FY17</b>		
East Peoria Four Corners	Study Complete	Completed
Tazewell County Wayfinding	Study Complete	Completed
Port Study	Study Complete Follow up work with Stakeholders	Completed
<b>FY17 State Planning Funds</b>		
	Regional Pavement Condition Ratings Survey RFQ released	In Progress
	Peoria Heights Commercial Studies	In Progress
	Complete Streets Seminar- Planning meetings ongoing	In Progress
	Computer Equipment	In Progress
<b>FY17 Rural Planning Funds</b>		
	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 presented scope to stakeholders	In Progress
FY 17 Special Planning Studies	Derby St Pekin- Attended planning charrette	In Progress
FY 18 Special Planning Studies	City of East Peoria Sidewalk inventory- Consultant Selected work underway	In Progress
	City of East Peoria and Washington Transportation plan Work underway	In Progress
	City of Peoria Downtown Wayfinding RFQ in progress	
	City of Chillicothe Corridor Study-RFQ in progress	In Progress
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In Progress