

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

Monday, October 16, 2017

5:30 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes September 18, 2017
5. Executive Director Report
6. Discussion of Commission collaboration with Rural Peoria County Coalition of Municipalities and Townships (RPCCMT) *(Attached document)*
7. Review of October 26, 2017 Commission Agenda
8. Other
9. Executive Session
10. Any action as a result of Executive Session
11. Adjournment

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Glazier, Hill, Phelan, Proehl, Sundell)
Monday, September 18, 2017
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, Delaney, Glazier, Hill, Proehl, and Sundell. Excused: Phelan. Absent: Crawford and Drury. Staff: Miller, Lees, and Bruner.
3. Public Input-none
4. Approval of Minutes August 21, 2017
Glazier moved to approve the August 21, 2017 minutes and Sundell seconded. Motion carried.
5. Executive Director Report
Miller updated the committee on the following:
 - Clifton Larson had a person here to monitor our payroll process for approximately 4 hours. We will keep them on retainer if needed.
 - Hired Debbie Stratton as our accountant and she started working September 1 training with Jenny Sloan.
 - FY17 Audit has started and the auditors were on site from September 5-8. Will get final report in November
 - Ms. Stratton has begun a budget amendment for FY18 to recognize new projects.
6. Motion to approve Procurement Policy and recommend to Full Commission for approval.
Sundell moved to approve the Procurement Policy and recommend to Full Commission for approval and Hill seconded. Motion carried.
 - Bruner updated the committee that he added the Emergency Procurement. He reviewed other counties and updated the document. Miller added that our attorneys have reviewed and approved the changes and updates.
7. Review and retain as confidential or release to public, Executive Session minutes for the following dates:
 - August 17, 2014
 - February 23, 2015
 - March 2, 2015
 - March 11, 2015
 - May 16, 2016
 - June 20, 2016All minutes will be retained as confidential.
8. Review of September 28, 2017 Commission Agenda
Miller explained that Gorman wanted an update on Eastern Bypass, so a representative from IDOT will be at the Commission meeting to explain the selection of multiyear plan projects.

9. Other

Miller said he will be attending the Woodford County Board meeting tomorrow night talking about the services we have done for Woodford County. There also will be a group of Mayors from Woodford County explaining what Tri County has done for them.

10. Executive Session

11. Any action as a result of Executive Session

12. Adjournment

Sundell moved to adjourn at 5:48pm and Proehl seconded. Motion carried.

Respectfully submitted ,

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



TRI-COUNTY REGIONAL PLANNING COMMISSION

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To: Members of the Commission
From Eric W. Miller, Executive Director
Date: October 16, 2017
Subject: Executive Director Report for October, 2017

Project	Activity	Status
Administrative		
Staffing	Transition Complete for Accounting Position	Completed
FY 17 Audit	Finished staff responsibilities for Audit.	Completed
FY18 Budget	Monitoring Budget	Ongoing
Outreach Activities	Met with Mayor of Germantown Hills Met with Mayor of Hanna City Attended IDOT Fall Planning Conference Attended GPEDC CEDS Strategy Meeting Attended Pekin and Peoria Chamber Transportation Committees	Ongoing
Financial Report	Month of August Negative by 5300	Ongoing
Indirect Cost Rate(ICR)	Will begin work on FY 18 ICR with State of Illinois GOMB	Ongoing
Website	Launch anticipated in September pending review and insert of copy material	Ongoing
Planning issues		
PLBA	Continued Planning Activities as part of USACE agreement	Ongoing
Regional Hazard Mitigation Plan	Kickoff meeting scheduled for October	Ongoing
Regional Water Supply Planning	Scope and Budget presented and accepted by IDNR Contract Documents expected	Ongoing
Roanoke Comprehensive Plan	Work has started	Ongoing
University of Illinois Collaboration	continued Discussion with University on Collaboration	Ongoing
Horseshoe Bottoms	Scheduled Field visit October 19	Ongoing
GIS Issues		
Village of Minonk	Waiting on notice to proceed	Preliminary
Village of Elmwood	Kickoff meeting on October 12	Ongoing
Peoria Heights	Working with Public Works Staff to implement GIS/Asset Mapping	Ongoing
PPUATS/ Transportation		
Memorandum of Understanding	Discussion with Chairmen regarding MOU	Ongoing
Transportation Infrastructure Funding	meeting pending with Area Legislators	Ongoing
Transportation Improvement Program	TIP has been finalized	Ongoing
Eastern Bypass Coalition	IDOT will present to Commission in October	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 Scheduled meeting with Director at America's Central Port in Granite City IL	Completed
FY 16 State Planning Funds		
FY17 State Planning Funds	Consultant is finished with TDM project Have Submitted Final Scope of Work to IDOT Regional Pavement Condition Ratings Survey Peoria Heights Commercial Studies Complete Streets Seminar Computer Equipment	Completed Completed In Progress In Progress In Progress In Progress
FY17 Rural Planning Funds		
	Village of Roanoke Planning- Review of existing plans underway Village of Minonk GIS /Mapping Village of Elmwood GIS Metamora /Germantown Hills Trail Planning presented scope to stakeholders	In Progress In Progress In Progress In Progress
FY 17 Special Planning Studies	Derby St Pekin- Attended Kick off meeting	In Progress
FY 18 Special Planning Studies	City of East Peoria Sidewalk inventory- Consultant Selected work underway City of East Peoria and Washington Transportation plan -IGA in progress City of Chillicothe Corridor Study-RFQ in progress	In Progress In Progress In Progress
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In Progress

History of RPCCMT

Started in 2013 with the working of Focus Forward Central Illinois

June 2014: Rural LISC started the conversation with Rural Peoria County Communities to discuss community development challenges impacting rural Peoria County. Wanted to try to establish a way for communities to collaborate on community economic development strategies.

Peoria County was taking the lead on this and was financially assisting, along with LISC to put up the seed money to move this forward. **Mission** was established to: **IMPROVE THE RURAL AREAS OF PEORIA COUNTY THROUGH THE IMPLEMENTATION OF COMMUNITY AND ECONOMIC DEVELOPMENT PROJECTS OR PROGRAMS VIA PROFESSIONAL STAFFING AND A RURAL GOVERNING BOARD.**

2015: Communities continued to meet and talk about what this organization would look like and how we could work together. An intergovernmental agreement was written to get communities committed to moving this initiative forward. We started looking for a not for profit group to accept the money from LISC and oversee the financial aspect of how the funds are spent. Peoria County indicated that they could no longer assist with the financial assistance and no longer had a rural economic development person.

2016: Started working on incorporating and obtaining a 501 (c) 3 status. LISC stepped up and committed additional money to help start the organization and will be assisting in seeking additional money through capacity grants for additional years. Became incorporated in May, 2016 and received 501 (c) 3 status in August, 2016. Continued to meet and establish by-laws, fiscal policies and procedures, personnel manual, and a job description. Communities that were meeting were: Chillicothe, Dunlap, Hanna City, Peoria Heights, Limestone, and Richwoods Township.

2017: Now that we have things in place, it is time to start moving things forward and hire an executive director to start meeting with the communities, establishing areas of focus that is consistent with our MISSION STATEMENT: **TO PURSUE AND CREATE COMMUNITY AND ECONOMIC DEVELOPMENT OPPORTUNITIES THROUGH COLLABORATIVE AND CONCERTED EFFORTS THAT WILL SEE THE IMPROVEMENT OF ECONOMIC, COMMUNITY, WORKFORCE, AND QUALITY OF LIFE CONDITIONS IN RURAL AREAS OF PEORIA COUNTY, ILLINOIS.**

Community Development

- Applying for grants or other funding
- Community beautification
- Infrastructure improvement
- Community facility improvement
- Combating community deterioration
- Youth development programming
- Support of public transportation

Economic Development

- Working with local firms to explore possibilities of expansion
- Undertaking recruitment efforts to attract development of business and industry
- Stimulating entrepreneurship and small business development
- Providing access to capital
- Serving as the liaison between government and business

Housing/Neighborhood Development

- Housing development and rehabilitation
- Workforce and affordable housing projects
- Homeownership programming and education
- Neighborhood revitalization
- Downtown redevelopment
- Down-payment assistance