

EXECUTIVE BOARD MEETING
TIM NEUHAUSER, CHAIRMAN – EXECUTIVE BOARD
(Hinrichsen, Drury, Smith, Sundell, Crawford, Phelan, Kingdon, Van Winkle
Monday, October 15, 2018
5:15 p.m. NOTE NEW TIME

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes September 17, 2018
5. Executive Director Report
6. Recommendation of Resolution 19-14 to request proposals for a new financial auditor at least every 5 years.
7. Review of October 25, 2018 Commission Agenda (***Handout***)
8. Other
 - a. Approve Executive Director salary adjustment
9. Executive Session
10. Any action as a result of Executive Session
11. Adjournment

EXECUTIVE BOARD MEETING
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(Hinrichsen, Drury, Smith, Sundell, Crawford, Phelan, Kingdon, Van Winkle
Monday, September 17, 2018
5:15 p.m. NOTE NEW TIME

1. Call to Order
Chairman Neuhauser called the meeting to order at 5:15 pm
2. Roll Call
Present: Neuhauser, Sundell, Kingdon, Crawford, Van Winkle, Phelan, and Hinrichsen. Absent: Drury and Smith.
3. Public Input- none
4. Approval of Minutes August 20, 2018
Van Winkle moved to approve the August 20, 2018 minutes and Crawford seconded. Motion carried.
5. Motion to Retain as Confidential or Release to Public the following Executive Session minutes:
August 20, 2018
Crawford moved to release to public the summary of the evaluation but retain as confidential the Evaluation and Phelan seconded. Motion carried.
6. Executive Director Report
Miller updated on the following:
 - No findings on the FY18 audit, will present in October
 - Final touches on PLBA document. Will present to PLBA for adoption and will bring to Commission in November
 - Received and responded to FOIA request for pavement management contract
 - Financial report- August results were positive \$22,000
 - Continued outreach with stakeholders for Beneficial Use of Dredge material
 - Staff prepared 50k 2-year scope of work for IDNR consideration
 - Met with regional stakeholders to discuss grant on Digital ortho project. It will have spring flight timeframe.
7. Discussion regarding FY19 Audit RFP
 - Miller asked about going out for bid for auditors. Can the present auditor present a bid? If they are not going to be considered, then they will not present one.
 - Phelan said we set a policy to not let them.
 - Sundell said we need to go out for bid
 - Van Winkle said that if we have a resolution stating they cannot then we need to go by that if we do not then we need to not have the current auditor participate.
8. Update on Beneficial Use of Sediment Material project
Lees updated on the Beneficial Use of Sediment Material project and says they're waiting to hear if we get funding. We have a stakeholders meeting Monday afternoon.

9. Discussion regarding Autonomous Mobility Initiative

- Martin presented a slideshow and discussed that Bradley is the hub for autonomous initiative. It is a hot topic in the planning areas. The goal is to seize the opportunity in Central Illinois Region.
- Hinrichsen mentioned it would be a great benefit for retired persons to pick up medication, take to Dr. appts, etc.
- Create a digital environment for the region. It is happening now, and we need to help create it.

10. Review of September 27, 2018 Commission Agenda (*Handout*)

Miller reported that more will be added.

11. Other

- a. Discussion of Full Commission and Ways & Means November meeting date
After discussion the Ways & Means and Full Commission meeting will be Nov. 15th and not have one in December.

12. Executive Session

13. Any action as a result of Executive Session

14. Adjournment

Hinrichsen moved to adjourn at 6:00 pm and Phelan seconded. Motion carried.

Submitted by:

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich

To: Members of the Commission
 From Eric W. Miller, Executive Director
 Date: October 15, 2018
 Subject: Executive Director Report for October, 2018

Project	Activity	Status
Administrative		
Outreach Activities		Ongoing
	Met with Scott Wallace NRCS regarding grant funding for Watershed initiatives	Complete
	Met with Village of Spring Bay, Spring Bay Township regarding planning activities	Complete
	Met with TADA (local technology company) regarding Autonomous Mobility initiative	Ongoing
	Met with Terra Eng. Regarding a Bike/pedestrian study on Bob Michel Bridge	Ongoing
	Attended /participated in IDOT Fall Planning Conference	Complete
	Attended Pekin /Peoria Chamber Transportation Committee Joint Meeting	Pending
Audit	Continued to work with Auditors on FY18 Audit	Complete
Financial Report	August results were Negative \$4421	Ongoing
Indirect Cost Rate(ICR)	Work on FY 19 ICR with State of Illinois GOMB	Ongoing
Website	Redesign meeting minutes page for ease of access	Ongoing
Planning issues		
PLBA	Completed Planning Activities as part of USACE agreement	Complete
	PLBA recommended adoption of Comp. Conservation Plan	Complete
	Development of Communications plan and Adaptive(Change) management plan	Beginning
	Listened to HWRC planning presentation regarding coordination of objectives from CCP	Ongoing
Beneficial Use of Dredge Material		
	Continued Outreach with Stakeholders	Ongoing
	Monitoring USACE project selection process	Ongoing
	Developing Framework scope for Illinois Center for Transportation Study (ICT)	Ongoing
	Met with Bradley Univ. team for collaboration	Ongoing
Regional Hazard Mitigation Plan	Coordination with Consultant	Ongoing
Regional Water Supply Planning	Staff prepared 50k 2 year scope of work for IDNR consideration.	Ongoing
Watershed Planning	Continued discussion with Woodford County SWCD to update Walnut Creek Watershed Plan	Ongoing
University of Illinois Collaboration	Exploring ICT funding opportunities for Beneficial Use study	Ongoing
GIS Issues		
Village of Minonk	Work ongoing	Ongoing
Village of Elmwood	Work ongoing	Ongoing
Peoria Heights	Work ongoing	Ongoing
PPUATS/ Transportation		
FY 19 UWP Development	Execution of contract complete.	Ongoing
Transportation Infrastructure Funding	Meeting pending with Area Legislators, Monitoring talks in Springfield	Ongoing
Transportation Improvement Program	TIP amendments processed	Ongoing
	Completion of FY19 -22 Transportation Improvement Program	Complete
Eastern Bypass Coalition	No activity	In Progress
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	In Progress
Transportation Alternatives Program	Announcement of TAP program	
Special Transportation Studies	Awaiting PPUATS Policy decision on project awards	
		in progress
State Planning and Research Funding		
Digital ortho project	Met with Regional Stakeholders to discuss RFP	Ongoing
	Developed and released RFP for vendor selection	Ongoing
	Coordinated Vendor presentations	Ongoing
Regional Pavement management Expanded	Outreach to stakeholders	Ongoing
FY 19 Rural Planning Funds	Received Notice of State award 40,000 -Signed Contract	
FY17 State Planning Funds	Regional Pavement Condition Ratings Survey-Work will begin in June	In Progress
FY17 Rural Planning Funds	Village of Minonk GIS /Mapping	In Progress
	Village of Elmwood GIS	In Progress
	Metamora /Germantown Hills Trail Planning Data Collection is ongoing	In Progress
FY19 State Planning Funds	Received Notice of State award 160000	
	Region wide Guardrail inventory	Pending approval
	LRTP public engagement tools	Pending approval
	Performance Measures Dashboard web tool	Pending approval
	Regional bicycle map	Pending approval
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In progress

RESOLUTION 19-14

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO REQUEST PROPOSALS FROM A NEW FINANCIAL AUDITOR AT LEAST EVERY 5 YEARS

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is required by funding sources to conduct a yearly audit of revenue and expenditures, and

WHEREAS, the Commission has a competitive procurement process to select such a qualified firm,

WHEREAS, the Commission currently is at the end of the five year engagement period with a qualified audit firm, and

WHEREAS, the Commission has been satisfied with the overall performance of its current auditors, and

WHEREAS, the Commission desires that the audit contract be placed out for bid at least every 5 years, and

WHEREAS, the Commission has had considerable discussion on the matter and desires that a different audit firm be selected to obtain a new and fresh perspective on the Commission's financial statements

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

The Commission will request proposals for a yearly financial audit on at least a five year basis; furthermore the currently engaged auditor will not be eligible to submit a bid for until a subsequent request for proposal is released.

Presented this 25th day of October 2018

Adopted this 25th day of October 2018

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission