

**Minutes**  
**McLEAN COUNTY REGIONAL PLANNING COMMISSION**  
**EXECUTIVE COMMITTEE MEETING**  
**Tuesday, August 20, 2024, 11:00 A.M.**  
**115 E. Washington St. M103, Bloomington IL, 61701**

**(Voting) Members Present:**

Carl Teichman, MCRPC Chairperson  
Jim Fruin, MCRPC Vice-Chairperson  
Katie Ruder, MCRPC Designated Member

**(Non-Voting) Advisory Members Present:**

Jeff Jurgens, City Manager – City of Bloomington  
Pam Reece, City Manager – Town of Normal  
Cassy Taylor, County Administrator – County of McLean  
Raymond Lai, MCRPC Executive Director

**Others Present:**

MCRPC Staff: Katie McShane

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**1. Call to Order:**

Mr. Teichman called the meeting to order at 11:00 a.m. noting the presence of a quorum.

**2. Attendance**

See Above

**3. Public Comment:**

None

**4. Minutes:**

A. Approval of the minutes of the March 20, 2024 Executive Committee meeting

Mr. Teichman called for a motion to approve the minutes without any changes. Mr. Fruin moved for approval and Ms. Ruder seconded the motion and the minutes were unanimously approved.

**5. Items of Business:**

A. Proposed FY2025 Overall Work Program (OWP)

Mr. Lai began by going over the charts and tables provided by staff. These charts are an overview of the full proposed FY25 Overall Work Program (OWP) document. He spoke about the background of the OWP process, why staff creates two budget documents annually the Unified Work Program (UWP) and OWP and how the various fiscal years play a part in the process. He explained the differences between the UWP and the OWP, mainly

naming the two Work Elements that are in the OWP but aren't in the UWP, 200 and 210. The UWP is document created for the IDOT Fiscal Year which is from July 1 to June 30.

Mr. Lai explained the process the proposed FY25 OWP goes through prior to adoption. Starting with review by County Administration, then review and recommendation by the Executive Committee, followed by MCRPC at the next meeting in September. Once recommended approval by the MCRPC, the OWP will be presented to the full County Board for adoption. Mr. Lai explained that the proposed FY25 budget in the OWP is a little less than last years, this is because MCRPC completed two grants, the RISE grant for the Regional Housing Recovery Plan and the Bike and Pedestrian grant.

Ms. Taylor asked which funding programs are for the Metropolitan Planning Area (MPA) and which are for the whole County. Mr. Lai described which grants were awarded for the whole County and which were more for the MPA. Some grants are harder to determine, the RAISE grants is for a 10 mile stretch of Veterans Parkway through the MPA, but is beneficially to the whole County because many people in the rural areas travel to Bloomington-Normal for shopping, work or travel.

Mr. Jurgens asked what the main differences between FY24 and FY25 budgets, such as any major differences between salaries or line items expenses. Mr. Lai explained that most changes are to grant amounts, some grants have ended, some grants have less years left so the amount changes from year to year. He also explained MCRPC did get a small increase in the MPO contract with IDOT.

No further discussion was needed, Mr. Teichman called for a motion to approve the final change. Mr. Fruin moved to approve. Ms. Ruder seconded the motion which passed unanimously.

## **6. Discussion Items:**

### **A. Organization Clarification – MCRPC & McLean County**

Mr. Teichman explained the background of the MCRPC and McLean County organization structure, including the changes in 2019 that took place because of changes to the GATA policies. Ms. Taylor explained the recent changes of how MCRPC will now be classified as a County department. She explained what led to the new changes and how responsibilities will change going forward for both MCRPC and County Administration. Ms. Taylor will meet with Mr. Lai quarterly to ensure more communications are happening. She also explained the new administration surcharge that MCRPC will pay annually for salaries related to legal support, payroll support and administration support. She also advised that nothing changes for the Commission.

Mr. Jurgens asked if MCRPC hired outside legal counsel prior to this change. Mr. Lai advised that in the nearly 5 years he's been with MCRPC the legal support has always come from the legal staff in Administration.

Mr. Fruin asked about whether the administration surcharge was a formula and if it changes from year to year. Ms. Taylor answered that there is a specific formula and it can change from year to year.

Questions arose about if a resolution was needed for the organizational changes. Ms. Taylor and Mr. Teichman answered that it was not necessary since the majority of the changes took place in 2019 and the County is now making it more of a formal change.

#### B. Implementation Committee for the Regional Housing Recovery Plan

Mr. Lai explained that part of the countywide Regional Housing Recovery Plan is to create an implementation committee. He provided two different models that the committee could be considered. Executive Committee members discussed who should be represented on the committee and how the committee should be formatted.

Mr. Lai also advised that MCRPC staff applied for an implementation grant for the Regional Housing Recovery Plan.

Ms. Taylor asked what the goals for the committee. Mr. Lai answered that if MCRPC received the implementation grant that would help benefit getting a specific staff person to staff and support this committee. The committee would help with input and setting priorities for the staff person.

Members continued to talk about the differences between the two model types and which would benefit the implementation committee the best. Ms. Taylor asked for a workplan to better explain the needs of the committee so a better understanding who needs to be on the committee can be formulated.

#### C. That Which May Arise

Mr. Lai provided a brief update on how the update to the Comprehensive Plan is going.

Ms. Taylor asked how long in between updates to the plan should be. Mr. Lai explained there is no set time frame required between plan updates. The main factors depend on whether there are any major environmental changes, work force changes, or other community conditions that warrant the plan revisions or update. The County Comprehensive Plan was last updated in 2009, the Town of Normal's was last updated in 2017 and the City of Bloomington's was last updated in 2015.

#### **7. Adjournment:**

With no action to be taken or further business to discuss, Mr. Teichman called for a motion to adjourn the meeting. Mr. Fruin moved to adjourn the meeting. Ms. Ruder seconded the motion which passed unanimously, and the meeting was adjourned at 12:18 p.m.

Respectfully submitted,  
Katie McShane  
Office Manager/Executive Assistant