



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

EXECUTIVE BOARD MEETING

456 Fulton St. Suite 401

Peoria, IL 61602

Greg Menold, CHAIRMAN

**(Chuck Nagel, Camille Coates, Russ Crawford, Rita Ali, Autum Jones,
John Kahl, and Danny Phelan)**

Monday, April 21, 2025 9:00 a.m.

MINUTES

1. Call to Order

Chairman Greg Menold called the meeting to order at 9:01 a.m.

2. Roll Call

Present: Greg Menold, Chuck Nagel, Camille Coates, Russ Crawford, Rita Ali, Autum Jones, John Kahl and Danny Phelan. Also present were Kathie Brown (GPEDC), Patrick Urich-Peoria City Manager, and Eric Miller, Ray Lees and Lori Reynolds from TCRPC.

3. Public Input: Eric Miller stated that Patrick Urich will be replacing Mayor Rita Ali on the Executive Committee. Russ Crawford stated that he was happy to have the City Manager on Board.

4. Motion to approve February 10, 2025, minutes

Autum Jones motioned to approve the February 10, 2025 minutes, and Danny Phelan seconded the motion. Motion carried.

5. Executive Director Report

Eric Miller that that TCRPC has been monitoring the Executive Orders from Washington, DC. There don't currently appear to be any threats. Contracts are moving along nicely, and there are no expected interruptions to direct funding, however some discretionary programs may have impact on how projects are being selected.

The SS4A is extended with different criteria and will be available for public review soon.

The USEPA has tentatively agreed that as long as a Brownfield project area meets the income requirements of the grant, it can go outside the initial target area of zip code 61605. This expands opportunities for organizations like GPEDC and allows the city of Peoria to utilize it to its fullest degree. May bring in areas like Marquette Heights and Pekin.

6. Draft Budget FY26

The latest version of the budget was presented, showing a positive budget of \$95,000 with a total revenue of \$2.6 million. The biggest difference compared to last year's budget is the addition of the Peoria County Comprehensive Plan. The budget is in its draft stage and will be recommended for approval at the next meeting.

7. Discussion of Executive Director's Evaluation Process

Greg Menold stated the last evaluation was done with Don White in 2023, with the full commission's input. It was an extensive process and he struggled with it.

Chuck Nagle stated that it was a problem, and it should really be handled by the Personnel Committee. A couple templates were discussed, and the evaluation will be completed by Personnel, with Chuck then compiling the results and bringing results to the Executive committee for input before recommending it to the full commission.

Russ Crawford stated that he didn't know Personnel was working on the performance evaluation, but will discuss the process with Chuck after this meeting. The evaluation is definitely overdue.

8. Recommend to the Commission the approval of updates to the Employee Handbook (Resolution 25-46)

Russ Crawford motioned to recommend to the Commission the approval of updates to the Employee Handbook, and Chuck Nagle seconded the motion.

Three amendments to the Employee Handbook were recommended:

- a. Eric stated the current Complaint Policy is not thorough enough. The policy has been updated to provide a more extensive and structured process for handling complex complaints, ensuring fair resolution.
- b. The handbook had not previously contained a Parental Leave Policy, and it was recently discovered that TCRPC is covered by the Family Medical Leave Act, so a policy was pulled together to mirror the FMLA rules, guaranteeing job security for up to 12 weeks for employees taking leave for pregnancy, adoption, or spousal support.
- c. The professional fee reimbursement policy has been revised to require employees to pay fees upfront and seek reimbursement, ensuring better financial tracking and accountability.

Motion carried, subject to an attorney's review before being presented to the commission.

9. Recommend to the Commission the approval of Wage and Salary increases (Resolution 25-53)

Russ Crawford motioned to approve the recommendation to the Commission the approval of the Wage and Salary Increase. Chuck Nagle seconded the motion.

Eric Miller stated that the salary schedule was adjusted by 3.1% based on the increase in the Consumer Price Index. This adjustment is to keep the salary and wages for new hires competitive.

Motion carried.

10. Recommend to the Commission the approval of Cost of Living increase (Resolution 25-54)

Danny Phelan motioned to recommend to the Commission the approval of the cost-of-living increase. Motion was seconded by Camille Coates.

Eric Miller stated that the Consumer Price Index has increased by 3.1%, compared to 3.5% last year. He recommends a cost-of-living adjustment for all staff of 3.1%, totaling \$23,412, effective July 1, 2025.

Motion carried.

11. Recommend to the Commission the approval of IMRF Buy-Back of Out-of-State Time (Resolution 25-48)

Chuck Nagle motioned to recommend to the Commission the approval of IMRF Buy-Back of Out-of-State Time. Danny Phelan seconded the motion.

Eric Miller stated that Senior Planner Debbi LaRue worked in CA for 2 years prior to coming to TCRPC. She would like to buy back the service credit from her previous employment. The Personnel Committee discussed the negligible cost to the Commission and agreed to support her request.

Danny Phelan suggested setting some parameters for future incoming employees. Chuck Nagle recommended reviewing each case individually. Danny stated that information should be collected during the interview process.

Motion carried.

12. Discussion and Recommendation to the Commission on using up to \$40,000 Local Funds to match \$160,000 Federal grant dollars for the purpose of conducting a Bus Stop Inventory and Analysis in the Regional CityLink System (Resolution 25-55)

Danny Phelan motioned to approve recommendation to the Commission on using up to \$40,000 Local Funds to match \$160,000 Federal grant dollars for the purpose of conducting a Bus Stop Inventory and Analysis in the Regional CityLink System. Camille Coates seconded the motion.

Eric stated TCRPC was offered a grant from IDOT to collect an inventory of bus stops, shelters and sidewalks. The project will have a positive impact on the budget, and he would like to get the project under contract before the offer lapses. CityLink would like to participate but hasn't signed anything yet.

Motion carried.

13. Discussion of Building Resilient Economies in Coal Communities (BRECC) housing implementation strategies

Kathie Brown from GPEDC presented an initiative to address housing issues in the region. The initiative includes a housing needs assessment, a housing summit, and coordination with communities to investigate housing needs.

Eric Miller stated that it would need to be discussed with the board. Tri-County used to have a housing division in the 1960s-70s. Need to have a regional facilitator for discussion among the counties. This isn't a priority for Tri-County, maybe the City of Peoria might be a better expert.

14. Other

- a. Next meeting will be May 19, 2025 at 9:00 a.m.

9. Adjournment

Danny Phelan motioned to adjourn, seconded by Camille Coates. Meeting was adjourned at 10:16 a.m.

Submitted by: Eric Miller, Executive Director

Recorded and transcribed by: Lori Reynolds