



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

EXECUTIVE COMMITTEE MEETING

456 Fulton St. Suite 401
Peoria, IL 61602

CHUCK NAGEL, CHAIRMAN

(Danny Phelan, John Kahl, Greg Menold, Camille Coates, Russ Crawford, Patrick Urich, and Autum Jones)

Monday, November 17, 2025, 9:00 a.m.
TCRPC Conference Room

Virtual Option available through
Microsoft Teams
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Meeting ID: 254 703 504 397
Passcode: GfNHbY

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Motion to approve October 20, 2025 minutes
5. Executive Director report
6. Motion to Approve / Recommend to Commission Executive Director Performance Evaluation Process Resolution 26-25
7. Motion to Recommend to Commission appointees to the TCRPC Transportation Safety Committee
8. Executive Session if needed
9. Other
 - a. Next Meeting will be December 17, 2025 at 9:00 a.m.
10. Adjournment



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EXECUTIVE BOARD MEETING

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CHUCK NAGEL, CHAIRMAN

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Monday, October 20, 2025 9:00 a.m.

MINUTES

1. **Call to Order**

Chairman Chuck Nagel called the meeting to order at 9:00 a.m.

2. **Roll Call**

Present: Chuck Nagel, Greg Menold, Danny Phelan, Camille Coates, Russ Crawford, Patrick Urich, Autum Jones

Absent: John Kahl

Also present were Eric Miller, Reema Abi-Akar, and Lori Reynolds from TCRPC.

3. **Public Input**

None.

4. **Motion to approve August 18, 2025 minutes**

Autum Jones motioned to approve the August 18, 2025 minutes, and Danny Phelan seconded the motion. Motion carried.

5. **Executive Director report**

Eric Miller reported that the Commission is still monitoring the federal government shutdown, and it has not yet had an effect on the work of the Commission.

The Brownfield PNC project hasn't been disrupted, still working with the City of Peoria. The EPA is still behind on paying Tri-County for staff time.

Chillicothe Viaduct project is on hold because Hanson consultants have identified that Chillicothe would need to pay \$4 million, which the City of Chillicothe doesn't want to do. They don't want to pay anything because it's not a City problem. It's a problem with the railroad and the state route.

Danny Phelan stated that Chillicothe needs to understand that Tri-County isn't going to foot the bill.

Eric stated that communities need to understand that they need to have funds to put in, and Chillicothe needs to be educated on how these things work.

Russ Crawford stated that Chillicothe needs to demonstrate commitment, this is one of the top safety priorities in the area, not just Chillicothe.

Patrick Ulrich asked if there is any ICC money available, and perhaps Representative Spain could inquire. He stated Tri-County should be able to do something to help.

Camille Coates stated that this conversation needs to take place with all communities so they're aware at the start. They can't start out by saying zero.

6. Recommendation to Commission, Proposed Appointments to the Regional Transportation Safety Committee

Danny Phelan motioned to recommend to Commission, proposed appointments to the Regional Transportation Safety Committee, and Patrick Ulrich seconded the motion.

Reema Abi-Akar presented the following information:

- Categories of committee membership were determined
 - Advocacy & Community (2 positions)
 - Business, Industry & Media (4 positions)
 - Education & Training (3 positions)
 - First Responders & Enforcement (5 positions)
 - Human Services (2 positions)
 - Transportation & Infrastructure (5 positions)
- 21 members were proposed

Eric Miller stated the people haven't been notified and are subject to board input.

Russ Crawford complimented the staff for their hard work coming up with a great list

Autum Jones asked when the list gets approved. Eric stated it has to go through the Commission before the people are notified of their approval. There is a 3-year commitment, and a clause in the bylaws about being replaced for excessive absences.

Motion carried.

7. Recommendation to Commission, Promotions in Place (Resolution 26-19)

Greg Menold motioned to approve recommendation to Commission, promotions in place, and Camille Coates seconded the motion.

Eric Miller reported that we recently lost a GIS staff person to the Chicago area due to a 35% increase in pay. In an effort to prevent losing any further staff, the Commission needs to get this in a couple months earlier than what our usual schedule is.

While Gavin Hunt was away serving our country, he missed out on two pay increase cycles. Since Logan Chapman left, his duties have been split between Isaiah Hageman and Gavin. Tri-County down one employee but the workload is increasing. So Tri-County would like to promote Isaiah from GIS Specialist II to GIS Specialist III, and Else

Hayes has been doing a really great job. They stepped in when Debbi LaRue was out on maternity leave and kept up with the work, making grant applications, leading efforts rather than just doing what they're told, and bringing in revenue. So we'd like to promote them to Planner II. These raises average an 8% increase, and total not more than \$15,000 in increased spending.

Russ Crawford stated he trusts Personnel's decision, and he remembers three years ago when Tri-County was losing people, so this is a good plan.

Camille Coates stated that her employer generally does the same.

Patrick Urich stated that it is a challenge to retain good staff.

Motion carried.

8. **Executive Session if needed**

Not needed.

9. **Other**

- a. Next Meeting will be November 17, 2025 at 9:00 a.m.

10. **Adjournment**

Russ Crawford made a motion to adjourn, which was seconded by Patrick Urich, and the meeting was adjourned at 9:34 a.m.

Submitted by: Eric Miller, Executive Director
Recorded and transcribed by: Lori Reynolds

To: Members of the Commission
From Eric W. Miller, Executive Director
Date November 13, 2025
Subject: Executive Director Report for November, 2025

Project	Activity	Status
Administrative		
Headlines		
	Monitored Federal Govt Activities regarding Federal Funding, Govt. Shutdown, and Reauthorization	Ongoing
	Attended Pekin Chamber of Commerce Transportation Committee	Ongoing
	Ongoing discussion with stakeholders regarding IL 29 viaduct replacement	Ongoing
	Communication with Marquette heights / Elmwood Re comp planning and GIS work	Ongoing
	Attended / Participated in Illinois Waterway Commission annual meeting	Ongoing
	Attended IDOT MYP announcement / Press conference	Ongoing
	Attended IDOT Fall Planning Conference	Ongoing
Personnel		
	Internal update to Salary and benefits study	Ongoing
Website	Content review of website.	Ongoing
Planning Issues		
Illinois River Issues		
	continued Discussion regarding Regional Strategic Planning Session on the Environment	Ongoing
	Met wit UIUC and local stakeholders re: Il river sedimentation issues	
HUD Healthy Homes	Work Ongoing	Ongoing
Water Supply Planning	Work has commenced	Ongoing
Watershed Planning	EPA 604 Grant Application submitted	Ongoing
EPA Brownfield Assessment	Work has commenced,	Ongoing
	Continued Conversation with EPA re contract amendment allowing staff time reimbursement	
Peoria County Comp Plan	Work is underway	Ongoing
GIS Projects/ Asset Management		
Village of Elmwood	Dunlap	Ongoing
Washburn	Peoria Heights	Ongoing
Minonk	Village of North Pekin	Ongoing
Delavan	Village of Washburn	Ongoing
North Pekin	Peoria Park District	Ongoing
El Paso	Tremont	Ongoing
Hollis Park District	Hanna City	Ongoing
Chillicothe	Creve Coeur	Ongoing
Logan County GIS technical assistance		Ongoing
MPO/Transportation		
Technical Committee	Prepare agenda for and coordination for Technical Meetings	ongoing
Transportation Improvement Program	FY 25 TIP amendments processed	Ongoing
	E-TIP is active	Ongoing
2045 Long Range Transportation Plan Update	Plan is adopted	Ongoing
Highway Safety Improvement Program Guardrails	Engineering phase complete, working on continued complete funding for project	Ongoing
	Submitted IL HSIP Grant for continued guardrail funding.- Not Selected	
Active Transportation Planning	Work with various Stakeholders, coordination of planning efforts	ongoing
Safe Streets for All SS4A plan	SS4A action plan adopted	Complete
	Developing structure for ongoing transportation Safety Committee	Ongoing
	Safe Routes to School Application	
IDOT Regional Bus Stop Inventory project	Data collection ongoing	Ongoing
	Advisory group meeting held	Ongoing
Special Transportation Studies		
FY25		
Bartonville Active Transportation plan	Work has commenced	Ongoing
City of Peoria Bike Plan update	Work has commenced	Ongoing
City of East Peoria Storm Sewer Inv.	Work has Commenced	Ongoing
Peoria Heights Parking Study	Work has commenced	Ongoing
FY 26		
Chillicothe-Sidewalk Inventory and Priority Development	Procurement Underway	Ongoing
East Peoria -Stormwater Management System-Phase 3	Procurement Underway	Ongoing
Germantown Hills- Active Transportation Plan	Procurement Underway	Ongoing
State Planning and Research projects		
FY 23 State Planning and Research Funding		
Heart of Illinois Regional Port District Master Planning	Work is complete pending adoption by HOIRPD	Ongoing

Regional Community Planning	Project underway/ Executed No Cost contract extension with IDOT	Ongoing
East Peoria	Project Underway	Ongoing
Bartonville	Plan adopted by Village	Complete
Creve Coeur	Plan adopted by Village	Ongoing
Chillicothe	Plan work finished pending adoption by City	
Germantown Hills	Project Underway	Ongoing
Village of Brimfield	Project Underway	Ongoing
FY 24 State Planning and Research Funding	Bike and Ped counting equipment and consultant for Traffic Signal data collection-	Ongoing
	Consultant selection complete/work is underway, Equipment acquired	
FY25 State Planning and Research Funding		
IL 29 Multimodal Study	Scope Development. Consultant Procurement complete	Ongoing
HSTP/Transportation		
5310 program Grant		Ongoing
HSTP Plan	Commission Adopted Plan	Ongoing
HSTP meetings		Ongoing

RESOLUTION 26-25

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE EXECUTIVE DIRECTOR ANNUAL PERFORMANCE REVIEW PROCESS AND SCHEDULE

WHEREAS, the Tri-County Regional Planning Commission (TCRPC) recognizes the importance of conducting an annual, structured performance review of the Executive Director to ensure accountability, alignment with the organization's mission, and continuous leadership development, and

WHEREAS, TCRPC acknowledges that a consistent and transparent evaluation process strengthens governance practices and supports the organization's strategic goals, and

WHEREAS, the Executive Board and Personnel Committee has reviewed and recommended adoption of a standardized Executive Director Annual Performance Review Schedule, outlining timelines, responsibilities, and deliverables for conducting the Executive Director evaluation each fiscal year, and

THEREFORE, BE IT RESOLVED THAT:

1. TCRPC hereby **adopts the Executive Director Annual Performance Review Process and Schedule** as the official procedure for conducting the annual Executive Director evaluation.
2. The **Board Chair** (or designee) shall oversee implementation of the process each year, including coordination of feedback collection, performance discussions, and documentation of results.
3. The **Executive Director** shall participate in the process by providing a self-assessment, performance summary, and proposed goals for the upcoming year.
4. The **Personnel Committee** shall be responsible for collecting evaluations, compiling results, and presenting a summary report and recommendations to the Executive Board.
5. The **Executive Board** shall meet annually to review Executive Director performance, confirm goal attainment, discuss development needs, and approve the Executive Director's compensation adjustments (if applicable).
6. The adopted review process may be **revised from time to time** by resolution of the TCRPC to ensure continued alignment with best governance practices and organizational needs.

BE IT FURTHER RESOLVED THAT:

A copy of this resolution and the approved **Executive Director Annual Performance Review Schedule** shall be maintained in the organization's governance records and distributed to all Board members and relevant staff.

AND THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission accepts and approves the Executive Director Annual Performance Review Process and Schedule.

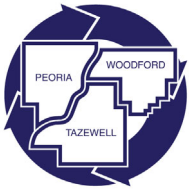
Presented this 3rd day of December 2025

Adopted this 3rd day of December 2025

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

To: Executive Board
From: Eric Miller, Executive Director
Subject: Executive Director Performance Evaluation Process
Date: November 13, 2025

Action Needed:

Make recommendation to Full Commission

Background:

Over the past few months there has been an ongoing discussion regarding the process for performance evaluation for the Executive Director. During the last Personnel Committee meeting this topic was discussed and they concluded that a formal process with a board resolution should be brought to the Executive Board for their consideration.

The attached document outlines the annual Executive Director Performance Evaluation Process. It is designed to ensure transparent, consistent, and constructive performance management aligned with the organization's mission and strategic goals. This process is meant to put in place an annual process with clear parameters and responsibilities for those involved.

Phase 1: Preparation (April 1)

Goal: Gather data, set expectations, and prepare materials.

Tasks:

- **Board Chair / Personnel Committee**
 - Confirm review timeline and participants.
 - Distribute Executive Director self-assessment template.
 - Circulate Executive Director evaluation forms to board members and key stakeholders.
- **Executive Director**
 - Complete and submit self-assessment.
 - Provide summary of key achievements, strategic goals, and challenges.
- **Personnel Chairman or Designee**
 - Collect organizational performance metrics (financial, operational, culture, etc.).

Phase 2: Data Collection & Analysis (May 1)

Goal: Aggregate and analyze input.

Tasks:

- **Board Chair / Personnel Committee**
 - Review completed evaluations.
 - Summarize key themes, strengths, and development areas.
 - Benchmark against prior years and strategic plan goals.
- **Exec Board**
 - Review summary report.
- **Deliverable**
 - Summary report of evaluation finding and results.

Phase 3: Performance Review Meeting (June 1)

Goal: Conduct formal review with Executive Director.

Participants: Board Chair, Personnel Committee Chair, or Designee, Executive Director

Agenda:

1. Welcome and purpose of review.
2. Discussion of Executive Director self-assessment.
3. Presentation of board feedback summary.
4. Review of organizational results and leadership impact.
5. Discussion of development goals and compensation recommendations.
6. Agreement on next year's objectives.

Duration: 1.5–2 hours

Phase 4: Follow-Up & Goal Setting (June 15)

Goal: Document outcomes and set future direction.

Tasks:

- **Board Chair**
 - Finalize written Executive Director performance summary and distribute to Board.
 - Schedule goal alignment and compensation decision meeting (if separate).
- **Executive Director**
 - Draft updated annual goals and development plan for Board approval.

First Name	Last Name	Title	Organization	Category
Jeff	Counsil		Interested Citizen	Advocacy & Community
Jacklynn	Workmann	Community Development Administrator	Tazewell County	Advocacy & Community
Matt	Bartolo	Business Manager	Laborers Local 165	Buiness, Industry, & Media
Cindy	Loos	Transportation Committee Co-Chair	GPCC Transportation Committee	Buiness, Industry, & Media
Lenora	Fisher	Board Member	Downtown Advisory Commission	Buiness, Industry, & Media
Phillip	Evans	Vice President - Administrative Services	Pekin Insurance	Buiness, Industry, & Media
George	McKenna	Regional Superintendent	Peoria County ROE #48	Education & Training
Jeff	Ekena	Regional Superintendent of Schools	Mason, Tazewell, and Woodford ROE #53	Education & Training
Joshua	Collins	Director of Transportation and Fleet Services	Peoria Public Schools District 150	Education & Training
Jeffrey	Lower	Sheriff	Tazewell County Sheriff's Office	First Responders & Enforcement
Ben	Brewer	Chief Deputy Coroner	Peoria County Coroner's Office	First Responders & Enforcement
Randy	Wolfe	EMS Chief	Eureka-Goodfield FPD	First Responders & Enforcement
Josh	Harris	Captain - Fire Prevention	Peoria Fire Department	First Responders & Enforcement
Jason	Marks	Director of Emergency Management and Preparedness	Peoria County	First Responders & Enforcement
Amy	Fox	Administrator	Tazewell County Health Dept.	Human Services
Jodi	Scott	Director of Operations	Advocates for Access	Human Services
Amy	McLaren	County Engineer	Peoria County Highway Dept	Transportation & Infrastructure
Rick	Powers	Director of Public Works	City of Peoria	Transportation & Infrastructure
Erik	Hasselbacher	Director of Public Works	City of Eureka	Transportation & Infrastructure
Dan	Parr	County Engineer	Tazewell County Highway Dept	Transportation & Infrastructure
ShamRA	Robinson	Director of Community Engagement & PR	Greater Peoria MTD	Transportation & Infrastructure
Al Barre	Shebib	Field Engineer	IDOT Dist 4 Local Roads & Streets	Ex-Officio