



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

TRI-COUNTY REGIONAL PLANNING COMMISSION
456 FULTON STREET, SUITE 420
PEORIA, IL 61602
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Full Commission/Executive Board (in lieu of Lack of Quorum): November 5, 2025, 9:00 a.m.

MINUTES

1. Call to Order, Welcome, Recognition of Audience

Chairman Chuck Nagel called the meeting to order at 9:01 a.m.

2. Roll Call

Commissioner	Present	Absent	Commissioner	Present	Absent
Amanda Beadles Chillicothe	X		Leon Ricca Bartonville		X
Rita Ali City of Peoria		X	Nate Parrott Morton		X
Patrick Urich City of Peoria	X		Autum Jones Woodford Co.	X	
Rick Powers City of Peoria		X	Chuck Nagel Woodford Co.	X	
Terry Keogel Creve Coeur		X	Camille Coates Peoria Co.	X	
John Kahl East Peoria	X		Danny Phelan Peoria Co.	X	
Karl Figg Germantown Hills		X	Russ Crawford Tazewell Co.	X	
Matt Wigginton Peoria Heights	X		Greg Menold Tazewell Co.	X	
Mary Burress City of Pekin		X	Don Knox CityLink		X
Lilija Stevens Washington	X		Karen Dvorsky IDOT	X	
James Dillon West Peoria	X				

~ = Virtual participant

Also Present: Ray Lees, Rebecca Eisele, Eric Miller, Debbi La Rue, Michael Bruner, Isaiah Hageman, Adam Crutcher, Else Hayes, Gavin Hunt and Lori Reynolds, TCRPC; Doug DeLille, IDOT; Cheryl Budzinski, League of Women Voters; Mike Plecki and Greg Douglas, MH CPA LLC.

3. Public Comment

None

4. Motion to Approve the Meeting Minutes of October 1, 2025

Greg Menold made a motion to approve the October 1, 2025 meeting minutes, seconded by John Kahl.

Motion carried.

5. Chairman Report

None

6. Executive Director report

Eric Miller reported the following:

- Staff continue to look for funding opportunities to add to their workload.
- CEJA (Climate and Equitable Jobs Act) funds were awarded to Peoria and Tazewell counties. Staff are evaluating how these funds were applied for, looking to do a regional housing needs assessment. Staff are working on requests from a couple communities in Tazewell and Peoria counties for comprehensive plans; each of those counties will decide if they would like to utilize their funds for that purpose.
- Tri-County is continuing to monitor the federal government shutdown. It has not impacted Tri-County's work so far.
- Staff are continuing to work on Regional Prioritization Projects. Debbi is working on fact sheets for the plans, which should be available next month.

7. Ways and Means Report

a. Motion to approve the September 2025 Financial Statements and Billings (Resolution 26-20)

John Kahl made a motion to approve the September 2025 Financial Statements and Billings. Matt Wigginton seconded the motion.

Rebecca Eisele updated on the following:

- Total Operating Cash was \$1,044,929. Operating cash increased by \$116,484 in September compared to August.
- Total Accounts Receivable balance at the end of the month was \$589,344. Of the A/R balance, \$368,415 was federal funds, \$54,193 was state funds, and \$166,736 was local funds.
- Accounts Payable balance at the end of September was \$273,181. Of that amount, \$264,662 was unpaid pass-through expenses as of the end of September. The remaining Accounts Payable balance of \$8,518 was regular monthly bills unpaid on the last day of the month.
- Total Revenue for September was \$183,681.
- Total Expenses for September were \$196,509.
- September ended with a deficit of \$12,827.
- \$34,562 of local TCRPC funds have been used in FY26 for local matching funds for grants as of the end of September.

- Fiscal Year 2026 has a surplus of \$189,208 as of the end of September.

Motion carried.

b. Recommendation to Commission the approval of FY2025 Independent Audit Report (Resolution 26-21)

Chuck Nagel made a motion to recommend to Commission the approval of FY25 Independent Audit Report (Resolution 26-21), seconded by John Kahl.

Eric Miller introduced Greg Douglas, Director at MH CPA LLC, and Mike Plecki, Audit Supervisor.

Mike Plecki reported that pages 1-4 of the audit document is the Independent Audit Report, which upon completion, the auditors gave the audit an unmodified, clean opinion, meaning the financial statements and the note disclosures are in the proper form and content as it relates to generally accepted accounting principles, and are materially supported by the Commission's underlying accounting records and third party confirmations.

Pages 5-9 are the management discussion and analysis, which provides a summary of the financial statements from management's perspective.

Pages 10-12 are the actual financial statements, Exhibits A-C. This is the 11th straight year the Commission had an increase in their net position. The main change is on Exhibit A, which is the deferred outflows related to the pension and the unearned pension benefit and pension liability, all related to joining the IMRF pension plan. Also, this year there was a new accounting standard adopted, referred to as GASB 101 (Government Accounting Standards Board Statements #101), as it relates to accrued compensated absence, which means sick time is now included in the accrued liability. This had an impact of \$11,000.

Pages 13-28 are notes to the financial statements, which are very consistent with the prior year other than the addition of the IMRF. Note 10 begins on page 20 and is quite long. Upcoming changes to accounting standards for the FY26 audit are in Note 17 on page 28.

Pages 29-31 are Required Supplementary Information, now required due to the addition of IMRF.

Page 32 Schedule 1 is the Illinois Grant Accountability and Transparency Financial Report.

In addition to the financial statement audit, we also performed a single audit, on pages 33-40, showing the schedule of detailed expenditures of federal awards.

Pages 34-35 report on internal control and compliance and is a narrative form of the findings. There were no findings.

Pages 36-38 report on compliance and internal control over federal awards compliance, which was also granted an unmodified clean opinion.

Page 39 Schedule 3 is the schedule of findings and questions. There were no findings related to internal controls.

Page 40 Schedule 4 is the summary schedule of prior audit findings from last year that require follow-up, of which there were none.

Greg Douglas reported on the Post-Audit Governance Letter, which explains to the board how the audit went operationally and working with management. Overall, the estimates and support for those estimates were found to be reasonable, which is exactly what the board and management want to hear. There is a new piece to this letter this year about Note 10 regarding the pension plan that gives more detail on the key numbers on the balance sheet.

The next section discusses any difficulties or disagreements with management and staff, and any other findings or issues. Here are listed three journal entries that the auditors had been made aware of prior to doing the audit, that Rebecca had put aside to wait for the auditors' expertise, not considered an error or problem with the audit. These items had no impact on the audit opinion.

The only items remaining to be completed are filing the data collection form, which is on hold for now due to the federal government shutdown, in addition to the compliance supplement, which tells the auditors what the federal agencies want them to test in their programs. This is late this year due to government staff cutbacks in the summer and the current shutdown. Once these items are available, the audit can be finalized and filed.

Greg and Mike wrapped up by thanking Rebecca, Eric, Ray, and Lori for all their help during the audit.

Matt Wigginton asked if there are any ramifications of the government shutdown affecting the audit. Greg responded that there will be a new subtotal line on Exhibit B, and secondly capital assets would be affected, but this will not affect the Commission. The biggest change is the GASB assets.

Motion carried.

8. Administration

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

Danny Phelan motioned to approve recommendation to Commission, promotions in place, and Autum Jones seconded the motion.

Eric Miller reported that this resolution has already gone through the Personnel Committee and the Executive Board. He would like to promote two of the employees and give a salary increase to another. This action was moved ahead of its usual December schedule in order to be aggressive and show support to our employees in hopes of retaining them as Tri-County employees.

Effective November 1, Tri-County would like to promote Isaiah from GIS Specialist II to GIS Specialist III, Else Hayes from Planner I to Planner II, and a pay increase for Gavin Hunt. Total increase in spending not to exceed \$15,000.

Motion carried.

9. Transportation

a. **Motion to approve the Transportation Improvement Program Amendments (Resolution 26-22)**

Patrick Urich motioned to approve the Transportation Improvement Program Amendments (Resolution 26-22). Danny Phelan seconded the motion.

Michael Bruner presented the following:

S-25-10 Safety & Traffic Signal Improvements	S-26-20 IL-8 Pavement Rehabilitation
S-26-15 IL-6 Pavement Rehabilitation	S-26-21 IL-98 Pavement Rehabilitation
S-26-16 I-474 Pavement Preservation	S-26-22 BUS-24 Pavement & Bridge Preserv.
S-26-17 US-24/IL-29 Pavement Preservation	S-27-04 IL-6 Pavement Rehabilitation
S-26-18 IL-40 Over I-74 Bridge Preservation	S-27-06 IL-6 Pavement Rehabilitation
S-26-19 IL-8 Pavement Rehabilitation	S-27-10 IL-116 Pavement Rehabilitation
5310-24-01 Bus Equipment Upgrades	

a. Project S-25-10

- A safety and traffic signal improvement project at the intersection of War Memorial Dr. and Willow Knolls
- This amendment is adding an additional Federal funding source (NHPP) for items not eligible with the existing HSIP funding.

b. Project S-26-15

- An Illinois Route 6 Pavement Rehabilitation project from north of Illinois Route 29 to north of Illinois Route 40 (Knoxville Ave) in Peoria
- This is a new project being added to the FY 2026 Program.

c. Project S-26-16

- An Interstate 474 Pavement Preservation project from the Illinois River to Interstate 74 in Tazewell County
- This is a new project being added to the FY 2026 Program.

d. Project S-26-17

- A U.S. Route 24/Illinois Route 29 Pavement Preservation project from south of Poplar Street to north of Wesley Road in Creve Coeur
 - This is a new project being added to the FY 2026 Program.
- e. Project S-26-18
- An Illinois Route 40 bridge preservation project for the structure carrying traffic over Interstate 74 to access the Interstate Entrance Loop Ramp to Westbound Interstate 74 to Downtown Peoria
 - This is a new project being added to the FY 2026 Program.
- f. Project S-26-19
- An Illinois Route 8 Pavement Rehabilitation project from 0.7 miles east of Taylor Road to Interstate 474
 - This is a new project being added to the FY 2026 Program.
- g. Project S-26-20
- An Illinois Route 8 Pavement Rehabilitation project from Taylor Road to Texas Road
 - This is a new project being added to the FY 2026 Program.
- h. Project S-26-21
- An Illinois Route 98 Pavement Rehabilitation project from Illinois Route 29 to 0.2 miles east of Parkway Dr
 - This is a new project being added to the FY 2026 Program.
- i. Project S-26-22
- An U.S. Business Route 24 Pavement & Bridge Preservation project from U.S. Route 24 to Illinois Route 8
 - This is a new project being added to the FY 2026 Program.
- j. Project S-27-04
- An Illinois Route 6 Pavement Rehabilitation project from 0.7 miles north of Hoerr's Pond to War Memorial Drive
 - This project is being moved from the FY 2027 Program to the FY 2026 Program.
- k. Project S-27-06
- An Illinois Route 6 Pavement Rehabilitation project from War Memorial Drive to south of Interstate 74
 - This project is being moved from the FY 2027 Program to the FY 2026 Program.

I. Project S-27-10

- An Illinois Route 116 Pavement Rehabilitation project from Griswold Street to Kickapoo Creek
- This project is being moved from the FY 2027 Program to the FY 2026 Program.

m. Project 5310-24-01

- This is a Section 5310 grant to CityLink for Bus Equipment upgrades. This amendment is adjusting the scope on the type of equipment to better accommodate CityLink's needs
- The original scope was to purchase bus wheelchair securements, but these ended up being bundled in a larger bus refurbishment package. So, it no longer makes sense to purchase these separately.
- Instead, CityLink is looking to install ridership counting equipment on their remaining buses that need it. CityLink already uses this Avail software, so this remaining hardware will close a gap in ridership data.
- Once installed, this data can eventually be used for many purposes including TCRPC's bus stop inventory project.

Doug DeLille requested a correction on S-25-10 of a rounding error with a state match percentage that was corrected to better show the breakdown between the federal funds and the state match.

Original			Updated		
Source	Share	Cost	Source	Share	Cost
HSIP	86%	\$857,000.00	HSIP	90%	\$857,000.00
NHPP	3%	\$ 32,000.00	State	10%	\$ 95,000.00
	0%				
	0%		NHPP	80%	\$ 32,000.00
State	10%	\$103,000.00	State	20%	\$ 8,000.00
Local	0%		Local	0%	
Total		\$992,000.00	Total		\$992,000.00

b. **Motion to appoint members to the Regional Transportation Safety Committee for a two-year term from July 1, 2025 to June 30, 2027 (Resolution 26-23)**

John Kahl motioned to appoint members to the Regional Transportation Safety Committee for a two-year term from July 1, 2025 to June 30, 2027. Russ Crawford seconded the motion.

Michael Bruner presented the following:

- The Commission passed Resolution 26-11 on September 3, 2025 establishing the Regional Transportation Safety Committee as a Special Committee of the Commission.
- The purpose of the Regional Transportation Safety Committee is to guide the implementation of the Comprehensive Safety Action Plan, monitor and review regional crash data, assist in developing federally required transportation safety

performance measures, and promote ongoing dialogue and outreach on roadway safety.

- The Committee is comprised of a 21-member body with representation across the following categories:
 - Advocacy and Community – 2 positions
 - Business, Industry, and Media – 4 positions
 - Education and Training – 3 positions
 - First Responders and Enforcement – 5 positions
 - Human Services – 2 positions
 - Transportation and Infrastructure – 5 positions
- Staff have solicited nominations and reviewed candidates representing the public, private, and non-profit sectors of the tri-county region who demonstrate a commitment to advancing roadway safety.
- There are a couple that staff are still waiting to hear back from; to accommodate this, these appointments are for the individuals or their designee.
- The appointments are for two years, consistent with the Commission Fiscal Year cycle.
 - Therefore, these appointments will be back dated to July 1, 2025 and run through June 30, 2027.

Autum Jones stated that she is disappointed in the lack of representation for Woodford County. Michael Bruner responded that Woodford County representatives declined the invitation to participate. Russ Crawford asked if Autum would recommend some people, and Autum responded that she would be happy to.

Russ Crawford asked if this is a one-time committee or will there be other committees for other issues. Eric responded that it is just this one time for this important issue of safety.

Russ expressed concern about attendance. Eric responded that there is an attendance requirement laid out in the committee bylaws.

Lilija Stevens asked if everyone listed has accepted the assignment. Michael responded no, but most of them have accepted.

*John Kahl motioned to table the topic for 30 days until a more definite list of participants can be presented. Camille Coates seconded the motion. The issue will be revisited at the December 3 Commission meeting.

10. Updates

- a. Presentation on Staff's Current Efforts in Developing a Bus Stop Accessibility Plan

TCRPC's Gavin Hunt, Planner I, gave a presentation on the progress of the Bus Stop Accessibility Plan.

- This plan presents a clear roadmap for accessibility and amenity enhancements in the CityLink service area with the potential to increase overall ridership and improve quality of life for everyone, especially people with disabilities.
- Key players are riders, the Technical Advisory Committee, Greater Peoria Mass Transit District (CityLink), and TCRPC.
- Criteria were chosen to represent the most important factors in accessibility and rider experience, ensuring the process meets community needs.
- The inventory has been completed, providing detailed data for every bus stop in the region, serving as the foundation for all evaluation.
- Information was collected on 887 unique bus stops – stop ID, route number, intersection, path, ramp, landing pad, benches, shelters, lighting, and trash bins.
- 10 stops will be chosen, placed in order of importance based on chosen criteria. This list will be useful in helping communities decide how to allocate their funding.
- Improved wayfinding and signage, more descriptive and helpful information.
- This is necessary because much of transit infrastructure has been non-ADA-compliant. This plan will not solve problems overnight, but it will provide decision-makers with priorities. CityLink is in need of updated bus stops and asset maps.
- The outcomes will be enhanced accessibility, conditions and amenities, increased ridership where improvements are made, transitions from paratransit to fixed-route for conditionally eligible riders, a transit system that is seen as a preferable alternative rather than a last resort.
- Gavin showed several photos of currently ADA non-compliant and unsafe bus stops in the area.

b. **IDOT** – no update.

c. **FHWA** – no update

11. Other

- a. Next meeting is scheduled for December 3, 2025, at 9:00 a.m.

12. Adjournment

James Dillon motioned to adjourn. John Kahl seconded the motion, and the meeting adjourned at 9:54 a.m.

Submitted by Eric Miller, Executive Director

Recorded and transcribed by Lori Reynolds, Office Administrator