



MPO Technical Committee Meeting

Meeting Minutes

Thursday, September 19, 2024

127 N. Wyman St. Suite 100, Rockford, IL 61101

1. Call to Order

The meeting was called to order by Sydney Turner at 10:00am

2. Roll Call

Members Present: Wayne Vlk, Boone County Highway Department; Josh Sage, Boone County Conservation District; Jeff Polsean, Chicago/International Airport; Brent Anderson, City of Belvidere, Public Works Department; Nathan Bruck, City of Loves Park, Community Development; Shannon Messinger, City of Loves Park, Public Works Department; Scott Capovilla, City of Rockford, Community Development; Jeremy Carter, City of Rockford, Public Works Department; Shawn Ortgiesen, IDOT District 2' Paula Hughes, Rockford Mass Transit District; Mitch Hilden, Village of Machesney Park, Public Works Department; Troy Taylor, Village of Roscoe; Karl Palmquist, Winnebago County, Community & Economic Development; Carlos Molina, Winnebago County Highway Department; Dennis Anthony, Winnebago County Soil & Water Conservation District

Members Absent: Boone County, Planning Department; City of Belvidere, Planning Department; Forest Preserves of Winnebago County; Four Rivers Sanitation District; Rockford Park District; Village of Machesney Park, Community Development; Village of Winnebago

Other Present: Jon Paul Dipla, FHWA, Illinois Division; Doug DeLille, IDOT, Division of Urban Planning and Programming; Henry Guerriero, IL Tollway; Tim Hinkens, City of Rockford, Public Works Department; Brandon Boggs, Fehr Graham; Brandon Rucker, Eric Tison, Estelle Adiaba, Juliana Charlebois-Berg, Lauren Kleve, Nathan Larsen, Sarah Renicker, Sydney Turner, Tim Verbeke, Vanessa Mauries, Jackson Sitter, Chloe Barnes, Region 1 Planning Council

3. Public Comment

No public comments were brought forward at this time.

4. Action Items:

a.) Approval of the August 22, 2024 Meeting Minutes

Ms. Turner entertained a motion to approve the August 22, 2024 Meeting Minutes. Motion to approve made by Mr. Molina, Winnebago County Highway Department; seconded by Mr. Anderson, City of Belvidere Public Works. With no discussion, motion approved by unanimous vote.

b.) Amendment to the FY 2025-2028 Transportation Improvement Program (Resolution 2024-14)

This amendment updates the TIP to add the North Boone School Road Bridge over Beaver Creek project. Ms. Turner entertained a recommend the approval of Resolution 2024-14. Motion was made by Mr. Carter, City of

Rockford, Public Works Department; seconded by Mr. Molina, Winnebago County Highway Department. With no discussion, motion was approved by unanimous vote.

- c.) Adoption of the “Policy & Procedures for the Distribution of Federal Transportation Funds” (Resolution 2024-15)
Ms. Turner called for an initial motion to approve Resolution 2024-15. Motion called by Mr. Bruck, City of Loves Park, Community Development Department; and seconded by Mr. Molina, Winnebago County Highway Department.

Ms. Turner discussed each section of the “Policy & Procedures for Distribution of the Federal Transportation Funds”, including the Background, Policy, Activity, Review and Evaluation of the application process. Ms. Turner also broke down the various sections, discussing project eligibility requirements, funding caps, cost sharing, eligible costs, etc. She described additional information concerning eligibility, including: meeting IDOT regulations/standards, ADA Regulations, the requirement to go through the NEPA process, and explained that once complete the sponsoring agency is responsible for further maintenance. Ms. Turner went on to describe the different funding sources available: State Transportation Block Grant, Transportation Alternatives Program, Carbon Reduction Funds; further explaining that even though a project may not be eligible under one of these funds, it may still be eligible under another.

Mr. Molina brought a question forward about reimbursement practices, suggesting that there be clarification included about the difference between locally led projects as opposed to State let projects. Mr. Molina also suggested that the total amount of funding available be broken down by funding source to better understand how much is available under each program.

Ms. Turner entertained a motion to recommend the adoption of the “Policy & Procedures for Distribution of the Federal Transportation Funds” with the addition of the breakdown of the funding source amounts in the Background section and clarifying language on the difference in the reimbursement processes between locally and state-let projects. Motion by Mr. Molina, Winnebago County Highway Department; seconded by Mr. Capovilla, City of Rockford Community Development. Motion approved with 15 Ayes, and 1 Nay.

5. Staff Reports

No Staff updates reported.

6. Agency Reports

- a.) **Boone County Highway Department:** No Report.
- b.) **Boone County Conservation District:** No Report.
- c.) **Chicago/Rockford International Airport:** No Report.
- d.) **Belvidere Public Works:** No Report.
- e.) **Loves Park, Community Development:** No Report.
- f.) **Loves Park, Public Works Department:** No Report.
- g.) **City of Rockford Community Development:** No Report.
- h.) **City of Rockford, Public Works Department:** No Report.
- i.) **IDOT, District 2:** Mr. Ortgiesen reported that applications for Illinois Transportation Enhancement Program (ITEP) are due September 30, 2024; if you need a letter of support or concurrency, please get that in early. The Illinois Special Bridge applications are due October 9, 2024.
- j.) **Rockford Mass Transit District:** Ms. Hughes reported that RMTD received 4 additional hybrid-electric buses, meaning that 33 of 41 vehicles have been converted with only 8 remaining that are fully diesel.
- k.) **Machesney Park, Public Works Department:** No Report.

- l.) **Village of Roscoe:** No Report.
- m.) **Winnebago County Community & Economic Development:** No report.
- n.) **Winnebago County Highway Department:** Mr. Molina reported that the local letting for the materials associated with the Riverside Boulevard project is scheduled for October 10, 2024. Winnebago County will be submitting a ITEP application for the Phase I & II engineering of the Riverside Boulevard Shared-Use Path project (from Perryville Road to Sportscore II). Additionally, it was announced that Winnebago County was awarded SS4A demonstration funding for the purchase of equipment, such as temporary signals.
- o.) **Winnebago County Soil & Water Conservation:** No Report.
- p.) **FHWA, IL Division:** No Report.
- q.) **IDOT, Division of Urban Planning and Programming:** No Report.
- r.) **IL Tollway:** Mr. Guerriero indicated that the Tollway is working aligning their policies to incorporate Complete Streets in future projects.

7. Other Business

No other business was discussed.

8. Adjournment

Ms. Turner entertained a motion to adjourn. Mr. Anthony, Winnebago County Soil & Water Conservation District motioned; seconded by Ms. Hughes, Rockford Mass Transit District. A unanimous vote to adjourn at 10:56am.

Meeting minutes prepared by: Sarah Renicker & Sydney Turner

Minutes approved by action of the Board: October 16, 2024