



## Executive Committee

### Meeting Minutes

Friday, December 20, 2019

RPC Design Center – 313 N. Main St., Rockford

1. **CALL TO ORDER, ROLL CALL AND REPRESENTATION:** Meeting was called to order by Mayor Chamberlain with a quorum present at 8:05 am.
2. **ROLL CALL**  
**MEMBERS PRESENT:** City of Belvidere, Boone County, City of Rockford, City of Loves Park, North Park Water District. Winnebago County arrived at 8:08am.  
**MEMBERS NOT PRESENT:** Village of Machesney Park.  
**OTHERS PRESENT:** Attorney Ian Linnabary of Reno & Zahm; Michael Dunn, Julia Halsted, Christina Washington, RPC.
3. **PUBLIC COMMENT:**  
There were none present who wished to address the committee.
4. **Approval of Meeting Minutes**
  - a) October 10, 2019 – Open Session  
A **motion** to approve the July 17, 2019 RPC Executive Committee Open Session meeting minutes was made by the City of Rockford; seconded by Boone County. Motion **carried** unanimously.
  - b) October 10, 2019 – Closed Session  
A **motion** to approve the October 10, 2019 Closed Session minutes was made by the City of Rockford; seconded by the City of Loves Park. Attorney Linnabary stated Closed Session minutes will need to be approved during closed session. A motion to **rescind** the approval of the October 10, 2019 Closed Session minutes was made by the City of Rockford; seconded by the City of Loves Park.
  - c) November 13, 2019 – Open Session  
A **motion** to approve the November 13, 2019 RPC Executive Committee Open Session meeting minutes was made by the City of Loves Park, seconded by the City of Rockford. Motion **carried** unanimously.
  - D) November 13, 2019 – Closed Session  
Approval to follow in closed session.
5. **Items Presented for Information and Discussion**
  - a) Property Management Application Request for Proposal  
Mr. Dunn provided an update on the property management Request for Proposals for the Landbank. A brief discussion took place, including suggestion by Mayor McNamara that local organizations such as Zion West receive notice.
  - b) Winnebago County Trustee Program Intergovernmental Agreement for Abandonment Petitions

Mr. Dunn provided a status on the Winnebago County Trustee Program Agreement for Abandonment Petitions and stated that Winnebago County is not able to provide properties that are still in trust. A brief discussion was held. Mayor McNamara suggested the RPC Executive Committee provide a show of support by providing a letter of support as a region and RPC will submit to the State Attorney's office along with the request of the list of properties. It was also suggested to seek support from other key organizations such as School District 205. A **motion** was made by the City of Rockford for RPC to draft a support letter for RPC Executive Committee signatures; seconded by the City of Loves Park. Motion **carried** unanimously.

#### 6. **Executive Director Project Updates**

Mr. Dunn provided updates on the following projects.

- Census
- Land Bank partners
- Economic Development District
- Annual Report and Audit
- MPO projects
  - MTP
  - Electric Vehicles and charging stations
  - Freight Plan with Airport

#### 7. **Convene in Closed Session**

As permitted by 5ILCS 120/2(c)(1), the committee is asked to convene in closed session to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

A **motion** was made by City of Rockford to go into closed session as permitted by by 5 ILCS 120/2(c)(1) for consideration of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and discussion of minutes of meetings lawfully closed under the Open Meetings Act of Illinois, for purposes of approval by the body or semi-annual review of the minutes as mandated by Section 2.06.; seconded by City of Loves Park. Motion **approved** unanimously by roll call vote. The Committee convened in closed session at 8:53 am.

#### 8. **Reconvene in Open Session**

A **motion** was made by the City of Loves Park to go out of closed session and reconvene in open session, seconded by City of Rockford. Motion **carried** unanimously. No action was taken in closed session. The Committee reconvened in open session at 9:07 am.

#### **Open Session**

A **motion** was made by the City of Rockford; seconded by North Park Water District to approve the closes session minutes of October 10, 2019 and November 13, 2019. Motion **carried** unanimously.

A **motion** by the City of Rockford; seconded by North Park Water District, to approve the release and destruction of audio of closed session minutes of September 17, 2014, January 17, 2015, and September 25, 2015. Motion **approved** unanimously.

**9. OTHER BUSINESS**

Mayor McNamara thanked Mr. Dunn for participating in the recent meeting the City of Rockford had with IDOT and stated that Mr. Dunn represented the RPC regionally as a whole.

Mayor McNamara suggested a letter of recognition from RPC Executive Committee be sent to retiring Winnebago County Highway Engineer Joe Vanderwerff to thank him for his years of service to the community.

**10. ADJOURNMENT:**

As there was no further business, meeting was adjourned at 9:10 am.