



MPO Technical Committee Meeting Minutes

Thursday, October 21, 2021

127 N Wyman St, Rockford, IL 61101

1. Call to Order

With a quorum present, the meeting was called to order by Sydney Turner at 10:03 am.

2. Roll Call

Members Present: Illinois Department of Transportation, District 2; Winnebago County Highway Department; City of Rockford, Public Works Department; City of Loves Park, Public Works Department; Village of Machesney Park, Public Works; Rockford Mass Transit District; City of Loves Park, Community Development Department; Village of Machesney Park, Community Development; City of Rockford, Community Development Department; Winnebago County Planning and Economic Development Department; Boone County, Planning Department; City of Belvidere, Public Works Department; City of Belvidere, Planning Department; Winnebago County Soil & Water Conservation District; Rockford Park District.

Members Absent: Chicago/Rockford International Airport; Boone County Highway Department; City of Belvidere, Planning Department; Rock River Water Reclamation District; Forest Preserves of Winnebago County; Boone County Conservation District

Other Present: Doug DeLille, IDOT, Division of Urban Program Planning; Stateline Mass Transit District; Sydney Turner, Melisa Ribikawskis, Gilton Cross, Alex Rosander, Makenzee Wilcox, Region 1 Planning Council.

3. Public Comment

There were none present who wished to address the Committee.

4. Approval of the August 19, 2021 MPO Technical Committee Meeting Minutes

Motion by City of Rockford, seconded by Winnebago Highway Department, to **approve** the August 19, 2021 Meeting Minutes

Motion **approved** by unanimous voice vote.

5. Action Items

a. MPO FY 2022 – FY 2025 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT - MPO RESOLUTION 2021-18:

Ms. Turner provided a discussion regarding the amendment to the MPO FY 2022-2025 TIP at the request of Illinois Department of Transportation. Amendment includes the inclusion of projects.

- IDOT District 2 requested the following amendments:

- #1-22-13: IL 2, Illinois Railway 0.1 miles south of Cedar Street (New Project)
- #1-20-1: IL 2, IL 72 to Beltline Road (New Project)
 - It was noted that the numbers have been updated in the Resolution due to a previous mistype in the funding amount.
- Rockford Mass Transit District requested the following amendments:
 - #7-22-13: New Discretionary Grant Application, Battery electric charging stations (New Project)
 - #7-22-14: New Discretionary Grant Application, replacement buses - battery electric (New Project)
 - #7-22-15: New Discretionary Grant Application, replacement of buses – hybrid buses (New Project)

Ms. Turner asked the Committee for its recommendation of MPO Resolution 2021-18.

Motion by Winnebago County Highway Department, seconded by City of Rockford, to **recommend** the adoption of the FY 2022-2025 TIP MPO Resolution 2021-18.

Motion **approved** by unanimous voice vote.

- b. **MPO TECHNICAL COMMITTEE MEMBERSHIP - MPO RESOLUTION 2021-19:** Discussion and recommendation on the inclusion of the Villages of Roscoe and Winnebago as voting members of the MPO Technical Committee, effective for calendar year 2022. The MPO Technical Committee is asked for its recommendation of MPO Resolution 2021-19.

Ms. Turner seeks recommendation on the inclusion of the Villages of Roscoe and Winnebago as voting members to the MPO Technical Committee. Ms. Turner noted that both Villages are eligible for voting membership as detailed by the Corporative Agreement which was approved in August, 2018. The agencies had been part of the Committee prior to the agreement. With their inclusion the number of voting members would be expanded to 22 with a quorum of 11. Their roll as voting members would be effective as of January, 2022.

Ms. Turner asked the Committee for its recommendation of MPO Resolution 2021-19.

Motion by Winnebago County Highway Department, seconded by Village of Machesney Park Community Development.

The Committee discussed the inclusion of the Villages of Roscoe and Winnebago into the Technical Committee and if the Villages received any additional advantages beyond having a vote regarding if they would be eligible for STBG funds. To which Ms. Turner responded informing the Committee that STBG funds are eligible for members of the Policy Committee, however as members of the Technical Committee the Villages would be eligible for TAP funds.

Concerns arose regarding the quorum increasing to 11 members, when it can be challenging to consistently achieve a quorum for in-person meetings. As well as mentioning that the Villages had previously had representation on the Committee but had been removed due to lack of participation. Ms. Turner responded noting that both Villages have ensured that they will send representation.

Additional discussion occurred in regards to RPC Boundary and SLATS Boundary and that Roscoe falls under both jurisdictions. Ms. Turner responded informing the Committee that a majority of Roscoe falls within the Rockford Urbanized Area. If the Village were to apply for TAP funds it would only apply to areas that fall within the Rockford Urbanized Area. It was noted that urbanized area boundaries will most likely be adjusted due to the census. If the boundaries do change, MPO staff will go through and determine if any changes need to occur to the adjusted urbanized area as well as the planning area. Additionally, RPC and SLATS have a good relationship and if any proposed projects fall along the boundary line RPC and SLATS will be an open discussion between the two agencies.

Unanimous voice vote to **approve** motion.

c. **SURFACE TRANSPORTATION BLOCK GRANT FUNDS:**

This agenda item was requested by the MPO Policy Committee at their August 27, 2021 meeting. The award cycle would be for the FY2022 allotment of the STBG which would total in \$3,199,000 and the MPO typically receives the upcoming fiscal years allotment in January.

Ms. Turner provided discussion on the next award cycle for the region's Surface Transportation Block Grant funds. There are three potential scenarios that the Technical Committee can recommend to the Policy Committee.

- Scenario 1: Hold a call for projects this fall with an award in January or February of 2022
- Scenario 2: The Policy Committee can use the current program of projects to award at a special meeting of the Policy Committee in November or December.
- Scenario 3: Call for projects announced in the spring following the FY23 allotment. Similarly, the Policy Committee could use the current program of projects for awards early next spring following the FY23 allotment.

Ms. Turner mentioned that doing a call for projects would open up the program of projects for any additional projects that would like to be submitted. If no call for project occurs it would then be based on the current program of projects. If no new projects are added, no re-evaluation would occur. The MPO receives 3.2 million a year. FY20-21 was awarded in April. The COVID-19 Relief fund was also included in the last call for projects and award. For this upcoming award would be for the FY22 allotment and once the FY23 allotment is received, it can be programed through local roads starting in July of next year once fiscal year begins.

Following discussion, the Technical Committee proposed to wait for the award cycle till after the FY23 allotment has been announced and do a call for projects in spring of fy22.

Motion by City of Rockford, seconded by Winnebago County Highway Department, to **recommend** that the next award cycle occur in spring of calendar year 2022 with a call for projects.

Motion **approved** by unanimous voice vote.

d. **TRANSPORTATION SYSTEM MANAGEMENT & OPERATIONS (TSMO) PLAN:**

Ms. Turner provided an update on the progress of the TSMO Plan. Based on the identified needs, MPO Staff have started developing a matrix criteria for the evaluation of management and operation strategies. Many of the strategies are identified by the Federal Highway Administration to address congestion and other management and operation issues. The initial criteria that have been identified include:

- Cost: Implementation and maintenance cost, the cost to transit users, single occupant vehicles and active transportation users as well as the environmental cost.
- Ease of implementation: interagency coordination needs, required institutional knowledge, staff resources, political and public acceptability.
- Effectiveness: Efficiency, reliability, user choice, safety, quality of life and the extent of effectiveness.

The next steps are to reconvene working group and present criteria for feedback as well as strategize on how to develop the actual scoring of the criteria to evaluate the strategies. Once the working group has decided the information will be presented to the Technical Committee.

e. FREIGHT STUDY FOR THE ROCKFORD REGION:

Ms. Turner provided an update on the plan. The committee is asked to fill out a survey asking the Committee about their top concerns which Ms. Turner will send out following the Committee meeting.

f. SPR-FUNDED PROJECTS:

Ms. Turner provided updates on the progress of the SPR-funded projects underway by the MPO, including RMTD Comprehensive Mobility Analysis, Keith Creek Corridor Study, and Passenger Rail Station Siting Analysis

RMTD comprehensive mobility plan – MPO staff is continuing to work with RMTD and Sam Swartz to develop the implementation plan of the analysis. There has been a final service scenario chosen for RMTD. Currently, the project is looking at what is needed in order to make changes to the RMTD service system.

Keith Creek Study – currently working with consultant for data collection and analysis for the study. Additionally, there are plans for upcoming stakeholder focus groups which will be held on Monday, November 1st and Tuesday, November 2nd

Passenger Rail Siting Analysis – consultant team is currently conducting market analysis and sighting configurations. Delays have occurred due to delays from IDOT ridership analysis forecast.

REMI, Travel Demand Model, Streetlight - RMTD model has occurred and the 2017 TDM is available, however RPC is currently looking to hire someone with the ability to run the model. RPC has access to StreetLight data which can provide information on ADT, traffic counts and freight movements between 2017 to 2021.

g. ELECTRIC VEHICLE CHARGING STATIONS RFP:

Ms. Turner provided an update to the RFP which have recently partnered with a local architect who has knowledge of the installation of electric vehicle charging station in commercial developments. The architect is currently working with RPC staff to draft an RFP with the hope to have initial draft to be completed by the end of this month and sent to agencies to provide feedback prior to the RFP being posted

h. MPO COMMITTEES 2022 MEETING CALENDAR:

Ms. Turner briefly discussed the proposed 2022 meeting calendar for the MPO. All meetings are proposed to be held at RPC offices in Mezzanine West.

6. Agency Reports

9.01 – Illinois Department of Transportation, District 2:

Wrapping up projects on US 20 Bypass and utility work.

9.02 – Winnebago County Highway Department:

Baxter Road is complete, Alpine Road bridge should be done by Thanksgiving.

9.03 – City of Rockford, Public Works Department:

Working on wrapping up remaining projects for the season. Recommends anyone to attend FHWA Safe Systems seminar.

9.04 – City of Loves Park, Public Works Department:

2021 overlay is almost complete. Most of the underground work for the River Lane project is complete with a few watermain connections scheduled to be complete this week. Road is expected to be drivable by the end of November.

9.05 – Village of Machesney Park, Public Works:

Alpine Road project is completed. All the paving is done for the Pavement Maintenance Program for this year, just finishing up sidewalks and restoration.

9.06 – Chicago Rockford International Airport:

Not Present.

9.07 – Rockford Mass Transit District:

In addition to the five hybrid buses that should be here by December, RMTD is was awarded six battery electric buses which they hope to get in the summer or early fall of next year.

9.08 – City of Loves Park, Community Development Department:

No Report.

9.09 – Village of Machesney Park, Community Development Department:

The Village has hired a new management analyst who will be taking over the Community Development seat on the Technical Committee.

9.10 – City of Rockford, Community Development Department:

No Report.

9.11 – Winnebago County Planning and Economic Development Department:

No Report.

9.12 – Boone County, Planning Department:

No Report.

9.13 – Boone County Highway Department:

Not Present.

9.14 – City of Belvidere, Public Works Department:

No Report.

9.15 – City of Belvidere, Planning Department:

Not Present.

9.16 – Four Rivers Sanitation Authority (Rock River Water Reclamation District)

Not Present.

9.17 – Forest Preserves of Winnebago County:

Not Present.

9.18 – Boone County Conservation District:

Not Present.

9.19 – Winnebago County Soil & Water Conservation District:

No Report.

9.20 – Rockford Park District:

No Report.

9.21 – Illinois Environmental Protection Agency:

Not Present.

9.22 – Illinois State Toll Highway Authority:

Not Present.

9.23 – IDOT, Division of Public Transportation:

Not Present.

9.24 – IDOT, Division of Urban Program Planning:

In the process of continuing the IDOT Fall Planning Conference with will go every Tuesday and Thursday until November 2nd.

9.25 – Ogle County Highway Department:

Not Present.

9.26 – Boone County Council of Aging:

Not Present.

9.27 – State Line Area Transportation Study:

Not Present.

9.28 – Federal Highway Administration, IL Division:

Not Present.

9.29 – Stateline Mass Transit District:

Stateline recently moved to roscoe. Have an open house on October 27 with ribbon cutting at 11 am and will go till 7 pm.

9.30 – RPC Metropolitan Planning Organization:

Received Advanced Construction notices for project 1-22-3 form I-39 over the Kishwaukee River to Black Hawk Road and received notice that 2-17-1 Perryville Road bike path from Heart road to IL 173 moved from advanced construction to current status. Additionally, IDOT District 2 is requesting the completion of the local public agency multi-year program project request forms (CLR17100). Projects need to be submitted by December 1st.

7. Other Business

None.

8. Adjournment

Motion by Winnebago County Highway Department, seconded by City of Rockford Public Works, to **adjourn** at 10:44 am.

Motion **approved** unanimously by unanimous voice vote.

Meeting minutes prepare by: Melisa Ribikawskis

Minutes approved by action of the Board: 11/18/2021