



**RMAP TECHNICAL COMMITTEE**  
MEETING MINUTES / Thursday, April 19, 2018  
(City of Loves Park, Public Works Conference Room, 100 Heart Blvd., Loves Park)

**MEMBERS PRESENT:** Rob Bates, IDOT District 2; Frank Hodina, Winnebago County Highway Department; Tim Hinkens, City of Rockford, Public Works Department; Steve Thompson, City of Loves Park Public Works; James Richter II, Village of Machesney Park; Paula Hughes, Rockford Mass Transit District; Nathan Bruck, City of Loves Park Community Development Department; Scott Capovilla, City of Rockford, Community Development Department; Ashley Spohr, Winnebago County, Planning and Economic Development Department; Justin Krohn, Boone County Highway Department; Brent Anderson, City of Belvidere; Chris Baer, Rock River Water Reclamation District; Tom Hartley, Forest Preserves of Winnebago County; Mick Johnston, Boone County Conservation District; Tim Bragg, Rockford Park District.

Loves Park Community Development Department arrived at 10:05 AM.

Loves Park Public Works Department arrived at 10:05 AM.

Forest Preserves of Winnebago County arrived at 10:10 AM.

**MEMBERS NOT PRESENT:** Chicago/Rockford International Airport; Village of Cherry Valley; Village of Roscoe; Village of Winnebago; Winnebago County Soil & Water Conservation District; Village of Poplar Grove.

**OTHERS PRESENT:** Doug DeLille, IDOT, Division of Urban Program Planning; Jeremy Ciesiel, Ogle County Highway Department; T.J. Nee, State Line Area Transportation Study; John Donovan, Federal Highway Administration; Colin Belle, Jon Paul Diipla, Brandon Geber, Anna Ma, and Sydney Turner, Region I Planning Council; Bev Moore, Citizen.

With a quorum present Mr. Diipla called the meeting to order at 10:03 a.m.

**1. APPROVAL OF THE FEBRUARY 15, 2018 RMAP TECHNICAL COMMITTEE MEETING MINUTES:**

One correction was made to the February 15, 2018 RMAP Technical Committee meeting minutes that had been sent out prior to the meeting: date was corrected. Mr. Diipla entertains a motion to approve the February 15, 2018 Technical Committee minutes. First motion made to approve by Brent Anderson, City of Belvidere and seconded by Nathan Bruck, City of Loves Park Community Development Dept. The Motion carried by unanimous voice vote.

**2. COMMUNICATIONS & PETITIONS:**

Mr. Diipla introduced Mr. Brandon Geber, Metropolitan Planner, with the MPO. No additional communications, petitions, or public comments presented.

**3. AGENCY REPORTS:**

**3.01 Illinois Department of Transportation, District 2:**

Mr. Bates reported that work on IL-2, North Main Street, project, is ongoing with base preparation currently underway on the southbound lane and pouring of concrete pavement beginning next week. There will be a switch in the traffic to the southbound lane in mid- to late May.

**3.02 Winnebago County Highway Department:**

Mr. Hodina reported that the Baxter Road and Lindenwood Road project will start when weather permits.

**3.03 City of Rockford, Public Works Department:**

Mr. Hinkens reported that work will begin to repair culvert that is underneath the Charles Street and 20<sup>th</sup> Street intersection when weather permits; the project will continue through the summer and into fall. The City is starting back

up the Spring Creek Road resurfacing project that includes resurfacing the road from the river to Spring Brook Road; there will be a couple of weeks of side lane closures for curb and gutter repairs and the resurfacing of the entire width of the road. Completion is expected to be early June. The City will be finishing the reconstruction of the Alpine Road box culvert, just north of East State Street; the box culvert is in and there will be resurfacing taking place on Alpine Road from Morsay Drive to Rural Street. LimeBike is now within the City of Rockford, starting on April 7<sup>th</sup>.

**3.04 City of Loves Park, Public Works Department:**

Mr. Thompson reported that the City is currently in the engineering phase of the reconstruction of Pipe Road including major drainage improvements. The City is also currently in the engineering phase for heavy-duty overlay of Bell School Road. Engineering is proposed to be completed by mid-May and out to bid in June.

**3.05 Village of Machesney Park:**

Mr. Richter reported that the Village is currently in the approval phase for their pavement maintenance plan. There will be a bike path improvement along Mitchell Road between IL-173 and residences to the north; the project will improve access to Rock Cut State Park. The Village's 13-acre community solar project, located on Perryville Road, will be beginning by the end of this year.

**3.06 Chicago/Rockford International Airport:**

Not Present.

**3.07 Rockford Mass Transit District:**

Ms. Hughes reported that the construction of the Downtown Transfer Center is still underway. RMTD has started the Architecture and Engineering for Phase 2 of the project, which includes a drive-in berth; anticipated to go out to bid in the next couple of months. A new shelter has been put in on North Main Street, in front of Rosecrance, 2 more new shelters will also be placed.

**3.08 City of Loves Park, Community Development Department:**

No Report.

**3.09 Village of Cherry Valley:**

Not Present.

**3.10 City of Rockford, Community Development Department:**

No Report.

**3.11 Winnebago County Planning and Economic Development Department:**

No Report.

**3.12 Not Assigned**

**3.13 Boone County Highway Department:**

Mr. Krohn reported that within 45-days the County is expected to start the reconstruction of the culverts on Shaw Road between U.S. 20 and Squaw Prairie Road. The County will have a letting for their summer maintenance program next month; including approximately 20 miles of overlays and a dozen miles of seal coating. At the April 18<sup>th</sup>, 2018 Boone County Board meeting, the speed reduction of Kelly Road was approved.

**3.14 City of Belvidere, Public Works Department:**

No Report.

**3.15 Village of Roscoe:**

Not Present.

**3.16 Village of Winnebago:**

Not Present.

**3.17 Rock River Water Reclamation District:**

Mr. Baer reported that the RRWRD's work on Spring Creek Road is mostly done, with just a few punch items left, such as restoration work. The Fuller Creek project is approximately a month-and-a-half away from connecting into the Village of Winnebago. Later this month, RRWRD will be putting out three contracts in Winnebago for the connection down to their treatment plant. Within the next month or two, they will be putting out their annual program for collection, repairs, and service maintenance.

### **3.18 Forest Preserves of Winnebago County**

No Report.

### **3.19 Boone County Conservation District:**

Mr. Johnston reported that the District is currently looking for funding for repairs along the Long Prairie Trail, including repair of several bridges. The project cost would be approximately \$1.2 million.

### **3.20 Rockford Park District:**

Mr. Bragg reported that several agencies are currently working together on an update to the Paths & Trails map. This project is currently in the data collection and does not have a deadline as of yet. The bike shops have been contacted about the update, as well as a potential public survey for their patrons. The Park District is currently hosting a series of community engagement sessions related to the update of the Park District's Master Plan for the next 4-5 years.

### **3.21 Winnebago County Soil & Water Conservation District:**

Not Present.

### **3.22 Village of Poplar Grove:**

Not Present.

### **3.23 Illinois Environmental Protection Agency:**

Not Present.

### **3.24 Illinois Tollway:**

Not Present.

### **3.25 IDOT, Division of Public Transportation:**

Not Present.

### **3.26 IDOT, Division of Urban Program Planning:**

Mr. DeLille reported IDOT is currently in the public comment period for the State Long Range Transportation Plan, which started on Friday (April 13, 2018). On Friday, April 13, 2018 the state opened the Call for Projects for the Special Planning and Research (SPR) funds, via a bulletin from the Local Roads and Streets division. The SPR call for projects will be open until May 16, 2018 and an information webinar on the funds will be on April 24 from 2 – 4 PM. Announcement for the SPR fund is anticipated to occur in June or July. The Freight Program's competitive call for projects is closed; applications are currently being reviewed. The awarded Illinois Transportation Enhancement Program (ITEP) projects will be announced at the 2018 Illinois Bike Summit in May.

### **3.27 Ogle County Highway Department:**

No Report.

### **3.28 Boone County Council of Aging:**

Not Present.

### **3.29 State Line Area Transportation Study:**

No Report.

### **3.30 Federal Highway Administration, Illinois Division:**

Not Present.

### **3.31 Economic Development District of Northern Illinois (EDDNI):**

Not Present.

### **3.32 Growth Dimensions:**

Not Present.

### **3.33 Stateline Mass Transit District:**

Not Present.

### **3.34 Rockford Metropolitan Agency for Planning:**

Mr. Diipala reported the MPO currently has a Call for Projects out for the Transportation Alternatives Program. The Call for Projects is open from April 5<sup>th</sup> to May 11<sup>th</sup>.

**4. MPO FY 2019 UNIFIED WORK PROGRAM (UWP) – RMAP RESOLUTION 2018-5:**

Mr. Diipla stated that the draft UWP is the MPO's document that outlines the work initiatives and transportation plans the MPO will be working on in FY 2019 (July 1, 2018 to June 30<sup>th</sup>, 2019). The required public comment period for the draft program was held from March 26<sup>th</sup> to April 17<sup>th</sup>, 2018. No public comments were received. There are several notable changes between the FY2018 and FY 2019 programs, particularly in the Technical Assistance categories. The technical assistance categories have been consolidated with other categories or have been made to encompass a broader range of projects. Several major projects that will be occurring in FY2019 include the update to the Long Range Transportation Program (LRTP), performance measure integration into planning documents, addressing the 2015 certification review, integration of REMI and TDM, meeting of the Alternative Transportation Committee, and additional transit planning initiatives.

With no further comments, Mr. Diipla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by Brent Anderson, City of Belvidere and seconded by Scott Capovilla, City of Rockford Community Development Department. The Motion carried by unanimous voice vote.

**5. MPO PUBLIC PARTICIPATION PLAN – RMAP RESOLUTION 2018-6:**

Ms. Turner stated that the MPO has been working on the update to the 2018 Public Participation Plan. The required 45-day public comment period for the draft plan was held from January 2<sup>nd</sup> to February 16<sup>th</sup> with three scheduled public houses but one was cancelled due to weather. No public comments were received on the draft. There were several updates made to the plan, including grammatical corrections, changing RMAP to MPO, and additional participation techniques added as primary and secondary strategies to one of the tables.

With no further comments, Mr. Diipla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by Brent Anderson, City of Belvidere and seconded by Paula Hughes, Rockford Mass Transit District. The Motion carried by unanimous voice vote.

**6. MPO TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION PACKET – RMAP RESOLUTION 2018-7:**

Mr. Diipla stated that the MPO has gone out for a Call for Projects for the allocated funds to the region for Transportation Alternative Program. The MPO has been in the process of updating the Transportation Alternatives Program Application and Selection Criteria and has gone out for a call of projects. The MPO needs to have FY 2015 TAP funds obligated by September 30<sup>th</sup>. There is approximately \$956,438 available from FY2015 through FY2017; the FY2015 funds that needs to be obligated equals \$314,732. It is anticipated that a recommendation for a project award will be presented at the June 28<sup>th</sup> MPO Policy Committee for adoption. Ms. Turner discussed how the application packet is similar to the Surface Transportation Block Grant application packet that was passed last fall. She gave an overview eligible types of projects, eligible project sponsors, project selection and programming process, and the project status updates that will be required by awarded project sponsors. Also highlighted in the discussion was the selection criteria categories, including regional significance, project readiness, demand, connectivity, and additional considerations. Discussion on the project completion timeline/project readiness occurred.

With no further comments, Mr. Diipla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by Brent Anderson, City of Belvidere and seconded by Paula Hughes, Rockford Mass Transit District. The Motion carried by unanimous voice vote.

**7. MPO FY 2018 – FY 2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT – RMAP RESOLUTION 2018-8:**

Ms. Ma discussed that the MPO has received two requests to amend the FY 2018-2021 TIP from the City of Rockford and the Rockford Mass Transit District (RMTD). The City of Rockford requested the addition of two projects that have been awarded Highway Safety Improvement Program funds, including a project on Kishwaukee Street at the Illinois Railway tracks and Burton Street at the Canadian Pacific Railway tracks. The requested RMTD amendments included modifications to the project totals and breakout costs, as well as the addition of project number 19-4 for 5307 funding.

With no further comments, Mr. Diippla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by Scott Capovilla, City of Rockford Community Development Department and seconded by Steve Thompson, City of Loves Park Public Works. The Motion carried by unanimous voice vote.

**8. MPO PERFORMANCE MANAGEMENT INTERGOVERNMENTAL AGREEMENT – RMAP RESOLUTION 2018-9:**

Mr. Diippla discussed that a required agreement is stipulated by the Fast Act, as well as the final rule for metropolitan planning. IDOT has taken a lead in developing the intergovernmental agreement. The agreement sets the procedures for the State DOT, MPOs, and transit providers to share data as it relates to Performance Measures. IDOT, RIPC, RMTD, and Boone County have coordinated regarding the development of the draft agreement.

With no further comments, Mr. Diippla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by James Richter II, Village of Machesney Park and seconded by Steve Thompson, City of Loves Park Public Works. The Motion carried by unanimous voice vote.

**9. CREATION OF THE MPO ALTERNATIVE TRANSPORTATION COMMITTEE – RMAP RESOLUTION 2018-10:**

Ms. Turner discussed the background of the development for the new MPO Alternative Transportation Committee and the interconnected relationship between bicycle and pedestrian facilities and public transportation. An overview of the purpose and types of projects that the committee would be involved in were also discussed, in addition to the structure of the committee and the potential agencies invited to participate on the committee. On April 17<sup>th</sup>, an information meeting was held for potential members to discuss the functions of the MPO and the same points discussed at today's technical committee.

With no further comments, Mr. Diippla asked for a recommendation from the RMAP Technical Committee. He entertained a motion to approve. First motion made to approve by Steve Thompson, City of Loves Park Public Works and seconded by Scott Capovilla, City of Rockford Community Development Department. The Motion carried by unanimous voice vote.

**6. PROGRESS REPORTS:**

Mr. Diippla reported that there were several Advanced Construction notices received by the MPO. The following project entered into Advanced Construction status: TIP Project #1-16-10 (IL-251 from Winnebago County Line to 0.3 miles north of Flagg Road); TIP Project #1-18-13 (McNeal Road over I-39); TIP Project #1-18-14 (Rotary Road over I-39); TIP Project #1-17-5 (IL-173 from 0.2 miles West of Caledonia Road to 0.4 miles west of Caledonia Road); and TIP Project #1-18-6 (US 20/East State Street from Bell School Road to I-90 exit). The Advanced Construction status is being removed from TIP Project #5-17-3 (Signal Installation at Bauer Parkway and Victory Lane).

**7. OTHER BUSINESS:**

No other business.

8. ADJOURNMENT:

Mr. Diipala entertains a motion to adjourn. Motioned by Scott Capovilla, City of Rockford Community Development Department and seconded by Tim Bragg, Rockford Park District. The Motion carried by unanimous voice vote. Meeting adjourned at 11:02 A.M.

*Opportunities for public comment will be afforded on all agenda items.*

*Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact RMAP at 779-348-7627 at least two working days before the need for such services or accommodations.*

