



**Rockford Area Transportation Study
Metropolitan Planning Organization**

POLICY COMMITTEE
Mayor Douglas P. Scott, City of Rockford
Mayor Darryl F. Lindberg, City of Loves Park
Board Chairman Kristine Cohn, Winnebago County
President Linda M. Vaughn, Village of Machesney Park
District Engineer Gregory Mounts, Illinois Department
of Transportation, District 2

**Meeting Minutes
RATS Technical Committee
Loves Park City Hall – March 20, 2003**

Members Present:

Chad Atkinson, Village of Machesney Park;
Todd Cagnoni, Rockford Community Development;
Steve Ernst, Rockford Public Works;
Rich Lundin, Boone County Highway;
Robert Martin, Loves Park Public Works;
Carlos Molina, Winnebago County Highway
David Noel, Loves Park Planning;
Bob Soltau, IDOT District 2 & Springfield;
Ken Terrinoni, Boone County Planning.

Others Present:

Jason Dupuis, State Line Area Transportation Study;
Anna Gray, Boone County Council on Ageing;
Gary McIntyre, RATS staff;
Russ Petrotte, RATS staff;
Peter Shultz, RAMP;
Robert Spenle, State Line Area Transportation Study.

1. CALL TO ORDER / APPROVAL OF MINUTES: At 10:40 a.m., with a quorum present, Steve Ernst called the meeting to order. Because of the possible difficulty of retaining a quorum at this meeting, Mr. Ernst rearranged the agenda order to deal first with those items in need of Committee action.

3. FY 2003 TIP AMENDMENT: Mr. Petrotte explained that this item had already been positively recommended by the Technical Committee on February 27, 2003. At that time, the Committee approved RMTD's requested for a TIP amendment in accordance with materials presented by RMTD at that meeting. The Committee had instructed staff to prepare a Resolution for Policy Committee action that summarized the RMTD request. Mr. Petrotte distributed copies of a draft of such a resolution. The Addendum to proposed Resolution 2003-2 was discussed in detail. He said he had just put the document together this morning and he asked the Committee to allow RMTD time to review it before fully recommending it to the Policy Committee. David Noel moved to recommend Policy Committee approval of Resolution 2003-2 contingent upon the review and approval by RMTD. The motion was seconded by Chad Atkinson and approved unanimously.

4. FY 2003 UWP AMENDMENT: Mr. Petrotte reiterated information regarding the recent Illinois Tomorrow awards and the need to include these awards and the planning work to be performed under these grants in the Unified Work Program. Although it is unlikely, the work will begin until the next fiscal year, starting July 1, 2003, in the event work progresses at a faster pace, it is necessary to amend this year's Work Program to include the items. Consequently, Mr. Petrotte distributed copies of proposed Resolution 2003-3. This resolution will specify that the FY 2003 UWP will be amended to include the following:

1. Phase II of the Winnebago County Balance Growth Initiative. Funding: \$80,000 Federal-SPR, \$10,000 State, and \$10,000 Local. Lead Agency: Winnebago County.
2. Illinois Route 173 Rock Cut Corridor Study. Funding: \$40,000 Federal-SPR, \$5,000 State, and \$5,000 Local. Lead Agency: Village of Machesney Park.

He said the proposed UWP for FY 2004 will also include these studies. Bob Soltau moved to recommend Policy Committee approval of Resolution 2003-3. The motion was seconded by Rich Lundin and approved unanimously.

5. DRAFT UWP FOR FY 2004: Mr. Petrotte distributed the first draft of the proposed Unified Planning Work Program (UWP) for FY 2004 (July 1, 2003 through June 30, 2004) and discussed the most important parts. He noted:

A. The MPO Planning Goals on Chart 2 – these correspond to goals recommended in Federal planning guidance. B. The expanded list of MPO participants – Chart 3. C. The funding sources on Chart 4 – the UWP deals primarily with the first two – FHWA-PL and FTA-5303. D. The funds available for FY 2004 – this year, the same as awarded last year. E. The priority of proposed planning activities – 1st priority to those listed in Chart 6 – second priority to any of those activities described in Part XI of the draft work program.

Mr. Petrotte asked the Committee to carefully review Chart 6 to assure he had left out no special high priority items.

He next directed the Committee's attention to Chart 8 and explained the rationale behind the suballocation of PL and FTA 5303 funds. He noted that an initial allocation must be made to the Lead Agency for the purpose of conducting the minimum planning duties necessary to prepare the basic required planning documents and maintain Federal certification. An additional \$18,944 is allocated to the Lead Agency to compensate for the fact that the Lead Agency provides the required local match on behalf of all area participants.

After the minimum needs are addressed, there remains roughly \$109,000 that can be used at the discretion of the MPO on special projects. He reiterated how the Technical Committee had previously explore the possibility of pooling these funds and aiming them at large regional planning activities or banking the funds for such activities. After much deliberation, it was determined that the funds should be equitably divided among the RATS participants. Rockford has its own special needs pertaining to its pavement management project and other corridor planning. Machesney Park has general transportation and corridor planning work it needs to do and values the RATS suballocation as part of its annual planning budget. Roscoe has some work along Roscoe Road that a suballocation can be used to initiate. Virtually all of the agencies have general transportation data gathering and land use planning to do. Therefore it was decided to suballocate the remaining funds on the basis of population. Section 4 of Chart 8 shows such a suballocation. However one participant, Cherry Valley elected not to use the funding this year and in Section 5, these funds are awarded to Winnebago County. Funds based on New Millford's population are also allocated to the County. The County will use those funds, along with their own suballocation, to prepare a comprehensive plan for the development and revitalization of the Springfield Avenue Corridor. The funds based on Timberlane's population are awarded to Boone County for general planning purposes.

Charts 9 through 11 further suballocate the funds based on the 9 RATS Work Elements: 1. Development of the UWP, 2. Special Studies, 3. Administration, 4. Public Involvement, 5. Transportation Data and Forecasting, 6. Planning Data and Land Use Planning and Forecasting, 7. Development of the TIP, Congestion and Systems Management Planning, and 9. Development and Maintenance of the Long-Range Transportation Plan.

Mr. Petrotte then explained that, based on the type of work the participants had described to him as their intended use of their suballocations, he divvied the funds among the various Work Elements. He asked the participants to review this aspect and get back to him if they felt their funds should be shifted among the Elements.

Mr. Petrotte reiterated that the primary focus of the Work Program is contained in Chart 6, Part XI of the Program describes that Work Elements in more detail and is intended to serve as a guide for what other types of work are eligible for reimbursement in the event the priorities of the participants change as the year progresses. He

advised participants to check with the Lead Agency and IDOT before refocusing their use of their funds.

Staff requested that the Committee recommend that this draft Work Program be transmitted to IDOT, contingent upon further opportunities to refine the Program between now and the April or May Policy Committee meeting when the final Program is scheduled for adoption.

A motion to that effect was made by Bob Martin, seconded, Todd Cagnoni, and approved unanimously.

6. POLICY COMMITTEE MEMBERSHIP: Steve Ernst asked that this issue be laid over. Staff simply has not had time to further develop the proposal suggested last month. The Committee concurred.

7. PUBLIC INVOLVEMENT PROCESS (PIP): Mr. Petrotte said no further comments regarding the proposed PIP Update have been received. However, he asked that the matter be laid over for at least one more month to give further opportunity for the public to comment. The Committee concurred.

8. PROGRESS REPORTS:

8.1 West State Street Corridor Study – Mr. Ernst said the final report is printed and will be distributed soon.

8.2 Winnebago County Smart Growth Study – No further report beyond what was discussed previously in the meeting.

8.3 Rockford Rail Consolidation Study – Mr. Ernst reported that the consultant has met with all of the area railroads and feels that the meetings were productive and that a positive rapport is being established with them.

8.4 Roscoe-Rockton Transit Study – No report.

8.5 WinGIS – A WinGIS Technical Committee meeting is scheduled today at 2:00 p.m. in Conference Room A of the Rockford City Hall.

8.6 RATS/SLATS Traffic Forecasting and Planning Study – Gary McIntyre reported that the Steering Committee has reviewed the draft report on the first phase and has forwarded comments to the consultant. Boone County land use forecasts are still under development.

8.7 RMTD Route and Schedule Analysis – The study is nearly complete. The consultant is likely to make a report to the Technical Committee at the regular meeting in April.

8.8 East Side Transfer Center – No report.

2. AGENCY REPORTS AND OTHER BUSINESS: Mr. Ernst returned to this agenda item and asked representative to be brief considering the lateness of the meeting.

Bob Martin reported that the travel lane widths on the Riverside Boulevard Bridge have been temporarily reduced to 10' 6". He asked for patience as the contractor works on a part of the project where extra space is needed.

Mr. Martin also informed the Committee that Alpine Road, just north of Windsor Road, will be closed for roughly 2-3 weeks for the purpose of installing the box culvert needed for the Loves Park Flood Control Project. This will occur in late April or early May.

Steve Ernst reported that, at the SLATS meeting Monday, a presentation was made regarding the area's air quality data. With regard to the new ozone standard, the three years of data to be used to determine attainment or non-attainment in our counties will be 2001, 2002, and 2003. We have to hope that we do not have a bad Summer.

Mr. Ernst also reported that the FHWA has made available a "Pedestrian Safety Campaign Tool Kit." The kit contains a model public service announcement, a planning guide, slides and press releases. The kit is free to communities who feel they are having pedestrian safety problems. More information on the kit can be obtained at http://safety.fhwa.dot.gov/programs/ped_bike.htm. The kit can be ordered from tamara.redmon@fhwa.dot.gov.

Bob Soltau announced again that the IDOT Annual Planning Conference will be held on September 11 (afternoon) and 12 (morning), 2003, at the Mt. Vernon Rend Lake Resort. (Contact Mr. Soltau at 217-785-2996 for details). The public is invited.

Mr. Soltau also announced that the Rockford area STP-Urban allocation for FY 2003 is \$1,651, 612. Last year, FY 2002, the area was allocated \$1,611,179

Mr. Soltau noted that the situation of Roscoe being partly in both RATS and SLATS was discussed again at the last SLATS meeting. At the present time, this is a minor concern because there are very few people living in the SLATS portion of Roscoe and on one classified road. However, it was suggested that Roscoe retain its membership in SLATS (as well as RATS) to encourage cooperation and coordination.

Carlos Molina reported that the Congestion Management Study of the Riverside / Forest Hills area is making good progress. He anticipates the consultant will be ready for a public meeting in roughly a month.

11. ADJOURNMENT: With no further business to conduct, David Noel moved to adjourn the meeting. The motion was seconded by Rich Lundin and approved unanimously at 11:25 a.m.