

**RMAP Mobility Subcommittee  
Meeting Minutes  
Tuesday, April 15, 2015  
RMTD East Side Transfer Center**

**ATTENDEES:** Chairman Steve Haight; Mayor Mike Chamberlain, City of Belvidere; Justyn Miller, Boone County; Lisa Brown, RMTD; Janna Bailey, Wesley Willows; Dave Grzelak; Michael P. Dunn, Jr., Jon Paul Diipla, Christina Washington, RMAP.

**OTHERS PRESENT:** None.

1. **CALL TO ORDER:** Chairman Haight called the meeting to order at 10:04 a.m.
2. **INTRODUCTIONS:** Attendees introduced themselves.
3. **APPROVAL OF AGENDA:** Chairman Haight entertains a motion to approve the agenda. First Motion moved by Mayor Chamberlain, City of Belvidere; seconded by Ms. Brown, RMTD. Motion carried.

**4. APPROVAL OF THE 3/10/15 MOBILITY SUBCOMMITTEE MEETING MINUTES:**

Chairman Haight entertained a motion to approve the March 10, 2015 minutes.

Motion was made by Mr. Miller, Boone County; second motion was made by Mayor Chamberlain, City of Belvidere. Motion carried.

**5. FTA 5310 AND IDOT CY 2015 CVP PROGRAMS:**

Mr. Diipla stated that he wanted to update members on what IDOT has informed RMAP since the last meeting. The CY 2015 Consolidated Vehicle Program (CVP) applications have been released. The process is similar to the previous year; Mr. Diipla noted that IDOT is only accepting electronic submissions of the applications. Mr. Diipla stated that when applications are submitted to Mr. Mike Healy, IDOT-DPIT to cc Mr. Diipla on the email.

The IDOT-DPIT applications are due by May 31, 2015. Mr. Diipla asked organizations that will be applying this round to provide a synopsis of what the project will entail. The synopsis should include the following:

- The organization name applying
- Primary contact
- Purpose of the request and what program the vehicle will be used for
- Number of vehicles being requested
- Cost of the total amount of vehicles being requested

This information and the IDOT CY 2015 application materials were posted on RMAP's website and were also forwarded to RMAP's email distribution list.

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Mr. Diipla stated that the synopsis is due to him by May 4, 2015 so that he can compile the information and send out to the committee beforehand. There will be a discussion at the May 12, 2015 meeting at which time the Mobility Subcommittee will make a recommendation based upon those synopses submitted. This is the statewide pool of funding and IDOT has the ultimate say and award of the vehicles.

Mr. Diipla stated that the following are requirements of the application:

- Public notice & Public Hearing
- Meeting minutes
- Check list within the IDOT application asks for a letter from the MPO placing the project into the TIP
- Board Resolution from the organization applying

A brief discussion took place among members regarding the applications process and the vehicles that are available.

Mr. Diipla stated that the region receives a direct allocation of 5310 funds (MAP-21) which will be used for similar projects. The dollar amount that is currently being looked at for programming is from FY2013 in the amount of \$268,419.00. IDOT and RMTD will be co-designated recipients for the funds. A cooperative agreement/memorandum of understanding is currently being developed between IDOT and RMTD.

Mr. Diipla stated that as a thought; annually the monies allocated to the region will be discussed at this Subcommittee and the Subcommittee could determine whether to fund 100% of the dollars available toward vehicles or if there is a new freedom project that arises (and meets the needs of the HSTP) discussion could take place to potentially fund that as well. On the MPO side a resolution will be put together that states that 1) there is concurrence with the selection of RMTD and IDOT as the co-designated of the regionally allocated 5310 funds and 2) that the MPO will continue the HSTP planning process which is required in order to access these funds. Mr. Diipla provided a brief summary of the process necessary to use 5310 funds.

Mr. Diipla stated that within the coming months the FY2013 dollars will need to be programmed. RMTD has suggested to the Mobility Subcommittee that the FY2013 dollars, in order for them to be programmed so that they do not lapse as of September-2015, could be potentially applied toward replacing some of the paratransit vehicles they have. Mr. Diipla stated that there is currently no decision that has to be made by the Mobility Subcommittee at this meeting. However, this item will continue to be discussed and voted on at a future meeting.

### **6. DISCUSSION:**

Chairman Haight stated that the RMAP Mobility Subcommittee needs to elect a new Vice-Chair and asked that members think about who they would like to nominate and at the May-2015 meeting they will need to vote on the new Vice-Chair.

### **7. COMMUNICATIONS:**

Ms. Brown stated that RMTD ridership for January-2015 took a huge jump but reverted back to normal ridership number in February-2015.

RMTD is working on their budget and looking at all scenarios in preparation for possible funding cuts through the State.

**8. PROGRESS REPORTS:**

▪ **RMAP 2040 LONG RANGE TRANSPORTATION PLAN UPDATE:**

Mr. Diipala stated that RMAP is in the process of making technical updates. A second draft will be discussed at the May meeting and a set of public participation/open houses will be scheduled in May. RMAP is looking for any comments/feedback regarding the 2040 LRTP update.

Mr. Dunn stated that RMAP will be partnering with other organizations that are having an event and piggy backing RMAP LRTP public participation sessions with these events in hopes of getting more eyes and feedback on the document.

**9. ADJOURNMENT:** Chairman Haight entertained a motion to adjourn the April 14, 2015 meeting. Motion by Mayor Chamberlain, City of Belvidere and second motion was made by Ms. Brown, RMTD, meeting adjourned at 10:34 a.m.