



Rockford Metropolitan Agency For Planning

**RMAP POLICY COMMITTEE**

**MEETING MINUTES**

Thursday, February 25, 2016

(Regional Design Center – 315 N. Main Street, Rockford)

**MEMBERS PRESENT:** Chairman Scott Christiansen, Winnebago County; Mayor Mike Chamberlain, City of Belvidere; Mayor Jerry Bolin, Village of Machesney Park; Chairman Bob Walberg, Boone County; Mayor Larry Morrissey, City of Rockford; Mayor Darryl Lindberg, City of Loves Park; Ms. Kris Tobin, IDOT District #2.

**MEMBERS NOT PRESENT:** RMTD.

**OTHERS PRESENT:** Michael P. Dunn, Jr., Christina Washington, Jon Paul Diipla, Colin Belle, Michael Hren, Terrance Hall, RMAP Staff; Sydney Turner, Thomas Bona, EDDNI; Joe Vanderwerff, Winnebago County Highway Department; Ken Terrinoni, Rich Lundin, Boone County; Jarid Funderburg, Growth Dimensions; Billy Hoyt, Chastain & Associates, Isaac Guerrero, Rockford Register Star.

**1. CALL TO ORDER, ROLL CALL AND REPRESENTATION:** Meeting was called to order by Chairman Christiansen with a quorum present at 1:18 PM.

**2. COMMUNICATIONS & PETITIONS:**

**ADMINISTRATIVE MODIFICATIONS**

Mr. Dunn stated that there is an Administrative Modification that he would like to notify the Policy members of, as follows:

1. Rockford / Rockton Avenue
2. Boone County / Traffic sign upgrade
3. Rockford / Rails to Trail conversion over the Rock River

**REGIONAL PLANNING COUNCIL USER GUIDE**

Mr. Dunn stated that RMAP staff has been working on a draft user guide that explains the framework of a Regional Planning Council and how it can enable a working relationship with regional economic development initiatives. RMAP is targeting a universal audience and is using a very simplistic approach. Mr. Dunn stated that Mr. Hren and Mr. Hall have been the primary project manager on this document and has gathered and reviewed a lot of information. RMAP welcomes any feedback and anticipates on once this user guide is completed it'll be a good tool/information to provide other municipalities that are interested in joining the RPC.

**STP-U AD-HOC COMMITTEE**

Mr. Dunn stated that RMAP will be continuing the STP-U discussion and the next STP-U Ad-Hoc Committee meeting is scheduled for Friday, March 11<sup>th</sup> at 10:00a and held in the Regional Design Center. They are currently discussion how the STP-U monies are distributed and the criteria that is used to judge those projects. RMAP received a lot of input from all of the organization on a technical level. Mr. Diipla put out very strong re-cap email last week. At the same time RMAP received a final allocation for FY16 which is approximately a \$6000.00 benefit

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Chairman Scott H. Christiansen  
Winnebago County, RMAP Chair

Mayor Darryl F. Lindberg  
City of Loves Park

Mayor Lawrence J. Morrissey  
City of Rockford

Gary L. Marzorati, Board Chair  
Rockford Mass Transit District

Mayor Mike Chamberlain  
City of Belvidere, RMAP Vice-Chair

Mayor Jerry Bolin  
Village of Machesney Park

Chairman Bob Walberg  
Boone County

Deputy Director Paul Loete  
Illinois Department of Transportation  
Region 2

for TAP funds. RMAP will need to select (as soon as STP-U is completed) a TAP project. The last TAP project was in Machesney Park and has received very favorable feedback from that investment.

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## **TIGER**

Mr. Dunn stated that the next round of TIGER under the FastAct is out and is on a very tight timeframe to submit applications. TIGER is a very competitive program. There were only two (2) projects in Illinois that was awarded last round. It's been suggested that we look at a project that has the highest chances of succeeding. Ms. Northcott provided a brief summary on what to expect in this round of applications for TIGER 8. Mr. Dunn stated that RMAP/EDDNI will be reaching out to each of the municipalities technical staff on their suggestions on what they feel would be suitable project. A brief discussion among members took place regarding possible projects for TIGER 8.

### **3. APPROVAL OF THE JANUARY 28, 2016 RMAP POLICY COMMITTEE MEETING MINUTES:**

Motion to approve the January 28, 2016 minutes was made by the City of Loves Park, seconded by City of Rockford. Motion carried unanimously (7-0).

### **4. MPO COOPERATIVE AGREEMENT – RMAP RESOLUTION 2016-2:**

Mr. Dunn stated that RMAP is looking for the Policy Committee's approval to approve the amended cooperative agreement for the MPO. RMAP needs approval from the Policy Committee to go to each of their board/council to request their approval. The updates to the MPO are minor. The first update tweaked some of the verbiage to modernize the document; there were items in there that needed to be refreshed (verbiage) in reference to the acts in the federal government that RMAP is now obligated to. The second update was a request from the Village of Machesney Park to add their Economic Development Coordinator as a voting member to the Technical Committee. Mr. Dunn stated that this is just bringing the Village of Machesney Park under the same standard that the other municipalities are already afforded. The third is related to the fiscal agency of the organization; we are not taking away the fiscal agency of RMAP or adding to it, we are simply making sure it conforms to an RPC bylaws. Mr. Dunn stated that this is not a final document as it still has to be approved by each municipality's board/council.

A motion to approve RMAP Resolution 2016-2 was made by Boone County, second motion was made by the Village of Machesney Park. Motion carried unanimously (7-0).

### **5. RPC BYLAWS – RESOLUTION 2016-3:**

Mr. Dunn provided a brief summary of the overall structure of what an RPC would look like. Mr. Dunn stated that he tried to put some direction in the document for action items. There is still a lot of work to do; organize the entity, make sure the board is constituted, the branding of the organization and also talk about a staff organizational policy book. Mr. Dunn's intent is to start the ground work with the idea that all members have agreed to this sort of governing structure today. Knowing that; the first meeting of the RPC will have to re-adopt the bylaws and that the first meeting of the RPC will also need to approve a policy manual for the RPC. Mr. Dunn made it clear that this is not a final vote; this is more an enabling vote to moving forward and spending resources on creating this RPC structure.

Mr. Dunn referred to an email he sent out to Policy members that addressed the suggestions Policy members provided.

1) Chairman Walberg has requested that the RPC does not appoint up to (5) secondary members of the EDD Policy Board, but rather that the County Chairs have the ability to appoint those seats.

The secondary members are considered as "Appointed Members". Unique to our region, the current Standing Members consist of the County Chairs and Economic Development Organizations (who de-facto represent both the private sector and municipal government in their EDD Executive Committee Seat). Our suggestion of additional Appointed Members allow for this EDD Committee to conform closer to the national trend encouraged by EDA to have a more diverse board. In cases found with other EDDs, the RPC Board makes the appointment of external individuals who would bring with them a technical expertise or background that helps round out the Committee.

This needs to be resolved only that it plays a significant role on how the RPC Board is formed since each of the (up to) 5 Appointed Members end up sitting on the larger RPC Board. The original mechanism in the draft bylaws you received had the RPC Board nominating these Appointed Members, with the EDD committee confirming or denying their appointment. It is staff's opinion that there is no wrong answer, we only suggested what we found as commonly effective. Chairman Walberg would like to discuss his request and have it considered prior to the vote. Per his recommendation new language would have the County Chairs who serve on the committee self-appoint additional Board members as to reach the private/public/education balance in committee seats

2. Mayor Chamberlain and Mayor Morrissey requested that municipalities also receive a seat on the EDD Policy Board under the RPC. Outside of any Appointed Member solution. The notion has been raised that the Economic Development Organizations should not be a proxy for the municipalities. The outcome of this request does not affect the eventual RPC Board since the municipalities for the most part would already be due a RPC seat through the MPO. The vote for this item will be taken at the EDD Governing Board meeting in March which you all participate on. If you would like to take advantage of the opportunity Thursday to discuss this, it would be a good time to do so as we would like to present agreed-to RPC bylaws at the March EDDNI meeting.

3. Chairman Christiansen would like the Rock River Water Reclamation District to have a seat on the Policy Board.

Chairman Walberg stated that his conclusion that he votes today is yes and that it has to be unanimous. You can't start a new organization without a solid unified position.

A brief discussion took place among members regarding the structure of a Regional Planning Council such as; RPC organizational structure, membership to the EDD, MPO or RPC, fees for membership, brand of the RPC, who should be a member and concerns regarding the startup of an RPC.

Mayor Bolin stated that for clarification; the members are addressing the three (3) requests that Chairman Walberg, Mayor Chamberlain & Mayor Morrissey and Chairman Christiansen's had regarding the by-laws. First motion was made by the City of Rockford; and second motion was made by the City of Belvidere. Motion approved. (6-0)

Ms. Tobin stated that IDOT District #2 will be abstaining from voting.

Chairman Christiansen entertained a motion to approve RMAP-Resolution 2016-3. First motion was made by the City of Rockford, second motion was made by the City of Belvidere. Motion carried unanimously (6-0).

**6. PROGRESS REPORTS:**

None.

**7. OTHER BUSINESS:**

None.

**8. ADJOURNMENT:**

As there was no further business, the Village of Machesney Park made a motion to adjourn, seconded by the City of Rockford. Approved unanimously (7-0). The meeting was adjourned at 2:31 P.M.