



Draft Minutes

McLEAN COUNTY REGIONAL PLANNING COMMISSION

Transportation Technical Committee

of the Metropolitan Planning Organization

Government Center, Suite M-103

115 East Washington St., Bloomington, Illinois

Friday, February 17, 2023, 10:30 a.m.

Hybrid Meeting, in-person and virtual

Committee Members Present (*Italics indicate representation by proxy*):

<i>Raymond Lai</i>	MCRPC, Executive Director, Technical Committee Chair
<i>Tim Gleason</i>	City of Bloomington, City Manager, proxy by Craig Shonkwiler
<i>Kevin Kothe</i>	City of Bloomington, Director of Public Works, proxy by Craig Shonkwiler
Craig Shonkwiler	City of Bloomington, City Engineer
<i>Pam Reece</i>	Town of Normal, City Manager, proxy by Ryan Otto
Ryan Otto	Town of Normal, Public Works & Engineering Director
<i>Cassy Taylor</i>	McLean County, County Administrator, proxy by Jerry Stokes
Jerry Stokes	McLean County Highway Department, County Engineer
<i>David Braun</i>	Connect Transit, General Manager, proxy by Jacob Smith
Mark Moreschi	Acting IDOT District 5, Planning & Services Chief, proxy by Dan Magee
Dan Magee	IDOT District 5, Federal Aid Coordinator

Committee Members Absent:

Carl Olson	Central Illinois Regional Airport, Executive Director
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Others Present

Tom Caldwell*	IDOT, OP&P	Francesca Lewis	MCRPC
Ben Wilson	KATS MPO	Mark Adams	MCRPC
Luke Hohulin	County Highway	Kathryn McShane*	MCRPC
Jennifer Sicks	MCRPC		

Virtual Attendance*

1. Call to Order

Mr. Lai called the meeting to order at 10:30 a.m. He asked that two new staff members, Mark Adams and Francesca Lewis introduce themselves. Committee members also introduced themselves.

2. Attendance

A quorum was present as listed above.

3. Public Comment

Ms. Sicks advised that no request for public comment was received, no one has requested to be present to offer comment, and there is no one attending in person asking to offer comment.



4. Minutes

Mr. Otto moved for approval of the minutes of the January 20, 2023 meeting, and was seconded by Mr. Shonkwiler. The motion was unanimously approved.

Items for Action and/or Referral to the Transportation Policy Committee

5. Updated MPO Intergovernmental Agreement

Mr. Lai noted that the updating of the collaborative intergovernmental agreement defining the Bloomington-Normal Metropolitan Planning Organization (MPO) has been under discussion during the last two meetings of the Technical Committee. Ms. Sicks noted that the Federal Transit Administration requested the insertion of specific language in the MPO agreement during the Connect Transit Triennial Review in 2022. Mr. Smith prepared a draft incorporating the requested insertions, which was previously provided to the Technical Committee for review and to incorporate any additional changes from the local governments. Ms. Sicks noted that the draft distributed for the current meeting also includes revisions to the membership (by job title) of the Policy and Technical committees.

Mr. Shonkwiler noted that the Bloomington Director of Public Works is the official Technical Committee member. Mr. Shonkwiler serves as his proxy. Ms. Sicks noted the revision.

Ms. Sicks noted that MCRPC has been in discussion with Mr. Innis and others regarding the need to have the agreement executed by the Illinois Secretary of Transportation, with the conclusion that the Secretary's signature was required. Mr. Caldwell suggested that a cooperative agreement requiring the Secretary's signature must be reviewed by the chief counsel's office. He noted that the cooperative agreement could be separated from the by-laws, which may be changed by the Policy Committee at its discretion. The by-laws can broadly define the entities involved.

Mr. Caldwell strongly suggested that MCRPC conduct such a separation, and he noted that the Kankakee MPO had carried out a similar process. He indicated that this process would permit the revision of the cooperative agreement by a vote of the Policy Committee, rather than execution by all the parties involved.

Mr. Lai noted that the revision is at the behest of the FTA during the Connect Transit Triennial Review, and asked that Mr. Smith comment of the FTA request. Mr. Smith noted that the language inserted by the FTA was intended to perfect the agreement, and to specify the document and information sharing taking place between the transit system and other parties. The FTA did not express any concerns about the signatory agencies or any other details. Mr. Smith noted that it has been nearly nine months since the Connect Transit review, and that Connect Transit would like the matter to be resolved as quickly as possible. This is a minimal revision of the 2018 cooperative agreement. Ms. Sicks noted that changes suggested to the by-laws might require review by the State's Attorney's office. Mr. Caldwell reiterated that review by the IDOT chief counsel would be required before the Secretary would execute the agreement.



Mr. Caldwell suggested that for future actions of this kind, the Policy Committee should pursue empowering itself to act directly. Ms. Sicks inquired if there was a sense of the Technical Committee on how to proceed. Mr. Otto suggested that the draft revision follow prior procedure and be presented to the Policy Committee. Mr. Caldwell suggested that the MPO proceed in this instance, but look at the Kankakee example. He also noted that there are perhaps too many members of the transportation committee, and that they should be representatives who will participate.

Mr. Lai asked if Mr. Caldwell's suggestion was intended to simplify matters for MCRPC. Mr. Caldwell again noted the membership of the transportation committees, and the importance of having the meetings attended by the members, rather than by proxies, noting that MCRPC should reevaluate the Committee membership. Mr. Lai noted that the Policy Committee can act on the document as it stands, and then consider how to proceed beyond that point.

Mr. Caldwell noted that the process from IDOT might include revisions to the revised agreement. Mr. Smith noted that FTA wishes to see the matter resolved as soon as possible, and he feels that MCRPC should proceed as currently planned. Mr. Shonkwiler indicated that Bloomington would require an act by the Council, but Kevin Kothe subsequently suggested otherwise. The Mayor of Normal can proceed as a member of the Policy Committee. Mr. Stokes noted that the County Board Chairman can sign off on the agreement.

Mr. Otto offered a motion to approve referral of the Agreement to the Policy Committee, and was seconded by Mr. Stokes. The motion carried unanimously.

6. Approval by Policy Committee of Resolution of the September 2022 Illinois Group Transit Asset Management Plan for Participating Tier II Agencies

Mr. Lai noted that the TAM plan has been discussed previously. Ms. Sicks noted that the asset management plan involved both Connect Transit and SHOW BUS in its development, and both transit systems have approved the plan.

Mr. Shonkwiler offered a motion to approve referral of the TAM Plan to the Policy Committee, and was seconded by Mr. Stokes. The motion carried unanimously.

Items of Information or Discussion

7. That Which May Arise

a) Mr. Lai noted that MCRPC has been awarded a Safe Streets and Roads for All (SS4A). MCRPC is waiting for additional information from FHWA. All of the local partners will be advised as to next steps in the project.

b) Mr. Smith advised that Connect will be announcing its microtransit plan very shortly.

8. Next Scheduled Meeting – March 17, 2023, 10:30 a.m.



9. Adjournment

Mr. Stokes moved for adjournment, and was seconded by Mr. Magee. The motion carried unanimously, and the meeting adjourned at 10:55 a.m.

A handwritten signature in purple ink that reads "Jennifer A. Sicks".

Jennifer A. Sicks

Senior Transportation Planner

McLean County Regional Planning Commission