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**MEMORANDUM  
COMMUNITY AND ECONOMIC DEVELOPMENT**

**TO: John C. Phillips, City Manager**

**SUBJECT: Memorandum of Understanding**

**DATE: 7/11/11**

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Attached is a Memorandum of Understanding between the City, the Rock Island Economic Growth Corporation (GROWTH) and the Rock Island County Metropolitan Mass Transit Authority (Metro). The memorandum establishes a framework for cooperation among the three agencies to foster a development project on city-owned property at 20<sup>th</sup> Street and 2<sup>nd</sup> Avenue. The project will consist of a new transit center with commercial space and a twenty-one unit market rate housing development. Preliminary budget estimates suggest a project of over \$7 million.

The memorandum establishes an Interagency Development Committee (IDC) consisting of the General Manager of Metro, the Community and Economic Development Director for the City and the Chief Executive Officer of GROWTH. The purpose of the committee is to monitor the project to insure a collaborative approach to design, regulatory compliance and economic development opportunities. In addition to the specific focus on the 20<sup>th</sup> Street block, the IDC will also review other downtown projects with an eye towards other cooperative ventures. Note that nothing in the memorandum will be construed as obligating any of the agencies to the expenditure of funds. The primary purpose of the agreement is to serve as a mechanism for working together to foster a development project at 20<sup>th</sup> Street and 2<sup>nd</sup> Avenue and attract state and federal funding for the project through the cooperative efforts of the three organizations.

In addition to the MOU, attached is a proposal from McClure Engineering Associates, Inc. for work to develop a site plan, general neighborhood plan and project profile. This information is needed to submit with grant proposals to assist with funding the project. The city, GROWTH and Metro will share equally in the cost of the plan. City support will be downtown Tax Increment Finance District funds.

**RECOMMENDATION**

Council authorize the City Manager to execute a Memorandum of Understanding with the Rock Island Economic Growth Corporation and the Rock Island County Metropolitan Mass Transit District and contribute an amount not to exceed \$9,000 towards the development of a project planning document.

**SUBMITTED BY: Greg Champagne, Community and Economic Development Director**

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**APPROVED: John C. Phillips, City Manager**

## MEMORANDUM OF UNDERSTANDING

between

City of Rock Island, Rock Island Economic Growth Corporation,  
Rock Island County Metropolitan Mass Transit District

### A. Introduction

Rock Island Economic Growth Corporation (“**GROWTH**”), a nonprofit Community Housing Development Organization (CHDO), Rock Island County Metropolitan Mass Transit District (“**Metro**”), and the **City of Rock Island, IL (the “City”)** (collectively, the “**Parties**” or individually each a “**Party**”), are partnering to create a transit-oriented development in the heart of downtown Rock Island (the “TOD Project” or “Project”). The TOD Project will consist of:

- a) **A new signature transportation center with commercial space,**
- b) **Existing market rate housing,**
- c) **21 new market rate homes, and**
- d) **Bike way and infrastructure improvements designed to complement and connect existing residential, commercial, and retail uses in the City of Rock Island’s Central Business District (the “CBD”)**

This combination of housing, employment, commercial amenities, infrastructure improvements and transit options advances recent federal and state commitments to create vibrant and sustainable communities through the Livable Communities Initiative (“LCI”). This Memorandum of Understanding (“MOU”) serves to identify each entity’s roles in this Project, illuminate the complimentary components of this Project in relation to the Federal EPA, DOT and HUD partnership in the Livable Communities Initiative, and clarify the responsibilities of each entity in furthering this Project.

### **PROJECT NEED**

Through these complimentary projects, GROWTH, Metro, and the City of Rock Island are serving multiple community needs that can be addressed simultaneously. GROWTH has been very active in developing both owner-occupied and rental housing in downtown Rock Island, with 181 units created downtown in the last decade. The creation of housing that is affordable to low, moderate, and middle income households has significantly revitalized the downtown population base, strengthened existing businesses, helped to attract new businesses, and repurposed old structures. It has also positioned the need for improving access to public transportation.

Likewise, the need for transportation center improvements has been identified by Metro as critical to ensure the safety and ridership needs of the community. The current transfer location is located in downtown Rock Island, at the northeast corner of 16th Street and 3rd Avenue. This site is small and bus transfers interfere with traffic on a daily basis. This site can only accommodate seven buses without encroaching on the traveled way of

3rd Avenue. Metro utilizes the current location for a minimum of eight route transfers every fifteen to thirty minutes. This greatly impedes traffic flow, as there are no bus berths for transferring passengers outside of the traffic lanes. The transfers at this location averages 1000 per day. The proposed expansion of the Metro fleet through 2035 indicates a need for additional buses running at 15-30 minute headways, which will increase the number of transfers per day at the proposed transportation center.

The City of Rock Island is fee owner of the property slated for both housing and transit station improvements in the CBD and is a key partner in addressing infrastructure needs to develop a successful Transit-Oriented CBD.

## **PROJECT IMPACT**

The proposed Project benefits the local economy, improves safety and mobility, creates new job and housing opportunities, and provides cost savings.

***Increase in Economic Activity:*** The new transit station will generate increased economic activity, greater access to jobs, and a healthier community while the addition of new housing in the downtown will further enhance the LCI embraced by the City of Rock Island. Over time as the amount of offices, retail shops, hotels, entertainment centers and other land uses increase and cluster around a transit station, economic benefits (jobs, tax base, tax revenues, and additional local income) will continue to accumulate. Commercial and retail shopping close to the station stop would serve the residents of nearby apartments, and enhance the market for the stores built near the station. The shops and area facilities could also serve those from other points on the transit line.

***Improved Safety & Mobility:*** Rock Island's growing downtown population will benefit from safe, easy access to reliable transportation which connects them throughout the greater Quad City region. The proposed transfer station would not only increase mobility, but would increase traffic safety, and offer cost savings to the public. Mobility improvements include travel time savings and increased job accessibility to nearby residents and transit users. Increased mobility also generates other economic benefits by allowing individuals access to education, jobs and public services. Finally, increased mobility helps employers and the regional economy more broadly as the local workforce gains more options to get to and from work in less time – leading to less turnover and absenteeism and increased productivity on the job.

***Improved Connections between Housing, Work, and Transportation:*** The new transit facility will enhance the connections between affordable and market-rate housing to public transit riders. The newly proposed workforce housing to be developed by GROWTH will bring new riders and dwellers into the downtown market place –adding potential consumers and employees to the CBD. In addition, the existing affordable housing units in Rock Island's well-populated downtown will benefit from the new transfer hub. These developments include a 199 unit low-income high-rise that serves elderly and disabled individuals (Spencer Towers), which is located across the street from the newly proposed transfer hub. The new bike path extension and street improvements

will enhance the quality of life for residents and create regional interconnectivity for commuters, residents and visitors alike.

**Cost Savings:** Vehicle operating (gas, maintenance) and parking cost savings are direct cost savings to the individual transit user. Based on the experiences of other metropolitan regions, transit usage may also result in the reduction of the number of vehicles per household, resulting in greater cost savings including monthly vehicle and insurance payments.

## **B. Development Process**

Establish an Interagency Development Committee (“IDC”) consisting of the following membership:

The General Manager of Metro

The Economic Development Director of the City

The Chief Executive Officer of GROWTH

Others may be appointed to this committee upon concurrence of all Parties to this MOU.

The purpose of the IDC is to closely manage the project. The IDC will use an integrated and collaborative approach to project design, economic development opportunities and regulatory compliance. Focus will be given to project fit, functionality, design, and schedule.

## **C. Operations and Responsibilities**

The IDC will develop priorities of development in and around the city block of 20<sup>th</sup> Street and 2<sup>nd</sup> Avenue, with a radius of approximately eight (8) City blocks. It is the expectation of this MOU, that all parties will cooperate and discuss any issues or items that may arise in the different aspects of development within this radius as a committee and seek general concurrence on plans that pertain. It is also the expectation of this document to encourage and incubate cooperative efforts among these interagency relationships that will strengthen the Quad Cities Regional Development Goals and specifically the Livable Communities Initiative adopted by the City of Rock Island and promoted by Metro and GROWTH

The IDC may arrange for ad hoc interagency groups as needed to assist in the implementation for specific projects within the “zone” outlined above. The IDC may also arrange for the appropriate membership on subcommittees and ad hoc interagency

groups. The IDC will be responsible for adding or deleting subcommittees as needed and develop subsequent memorandums of understanding or agreement as needed.

**Meetings and Chairmanship**

This IDC is being created solely for the purpose of coordinating efforts to seek funding and direction for the development of the CBD [Downtown Rock Island live/work/play corridor].

Nothing in this Memorandum of Understanding shall be construed as obligating the City of Rock Island, GROWTH or Metro in the expenditure of funds. This MOU shall serve as an initial agreement by the Parties to work together in good faith towards the development of the Project.

This Memorandum of Understanding shall become effective when signed by all parties, and shall remain in force until thirty (30) days after written notice of a desire to terminate by any party.

City of Rock Island

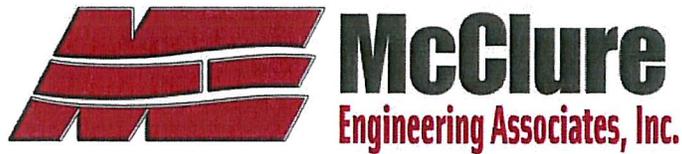
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Rock Island County Metropolitan Mass Transit District

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Rock Island Economic Growth Corporation

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November 10, 2010

Ms. Heather Roberts  
MetroLink  
1515 River Drive  
Moline, IL 61265

**SUBJECT: Engineering Budget Estimate – Downtown Rock Island Neighborhood Plan  
Rock Island, Illinois**

Dear Ms. Roberts:

In accordance with the request of MetroLink, McClure Engineering Associates, Inc. (MEAI) is pleased to submit this budget estimate for services related to the development of the Downtown Rock Island Station for professional services.

### **SCOPE OF WORK**

MetroLink (CLIENT) desires MEAI to provide professional services relating to the preparation of planning documents and exhibits for the proposed Downtown Rock Island Station in association with efforts of the City of Rock Island and the Rock Island Economic Growth Corporation.

### **BASIC SERVICES**

Upon acceptance of this Proposal, MEAI will perform the following Basic Services in accordance with our Agreement for Professional Architectural and Engineering Services dated March 17, 2009:

- 1. COORDINATION:**
  - A. Obtain existing reports and plans for the planning area from local sources.
  - B. Determine known planned municipal and private projects within the project limits.
  - C. Meet with stakeholders to determine general objectives.
  - D. Compile data and summarize in plan form for the Neighborhood Master Plan.
  - E. Determine applicable Live/Work elements incorporated into project limits.
  
- 2. PLAN DOCUMENTS**
  - A. Prepare a merged Site Plan incorporating Metro, City and RIEGC projects.
  - B. Prepare a Neighborhood Master Plan demonstrating integration of the Live-Work elements of the area.
  - C. Develop an Ownership Map denoting a four block and eight block radius.
  - D. Prepare a Profile Description of the joint project with narrative suitable for use in

funding applications.

**RESPONSIBILITIES OF CLIENT**

The CLIENT shall:

- Provide full information regarding its requirements for the Project.
- Designate an authorized representative to act on its behalf with respect to the Project.
- Provide direction as necessary with regard to the layout and configuration of the proposed improvements.
- Provide electronic CAD drawings of the RIEGC project elements.
- Project City of Rock Island GIS base map drawings and data AutoCAD format.

**COMPENSATION AND PAYMENT**

For the Basic Services outlined above, MEAI shall be compensated in accordance with our Agreement for Professional Architectural and Engineering Services dated March 17, 2009 estimated as follows:

- 1. Basic Services  
Time and Materials (estimate)..... \$27,200.00

As always, we look forward to working with you on this Project. If you are in agreement with the above, please sign your acceptance on the enclosed Contract Agreement and return to our office.

If you have any questions or comments, please do not hesitate to contact us.

Sincerely,

**McCLURE ENGINEERING ASSOCIATES, INC.**



Brett J. Fetter, PE  
Vice President – Division Manager

BJF:mmi