

LAKE COUNTY COUNCIL OF MAYORS

Minutes of January 18, 2018 Transportation Committee Meeting at the Lake County Division of Transportation

Attendance

<u>Name</u>	<u>Position</u>	<u>Representing</u>
Leon Rockingham (via phone)	Mayor	North Chicago
Glenn Ryback	Mayor	Wadsworth
Steve Lentz	Mayor	Mundelein
Scott Coren	City Manager	Highwood
Mike May	Village Administrator	Volo
Michael Talbett	Chief Village Officer	Kildeer
Pam Newton	Chief Operating Officer	Hawthorn Woods
Kerry Martin	Village Trustee	Bannockburn
Maria Lasday	Village Administrator	Bannockburn
David Kilbane	Village Administrator	Round Lake Beach
Ann Marrin	Village Administrator	Fox Lake
Barbara Little	Director of Public Works/Engineering	Deerfield
Bob Phillips	Dep. Dir. of Public Works/Engineering	Deerfield
Tyler Dickinson	Staff Engineer	Deerfield
Paul Kendzior	Director of Public Works	Libertyville
Adam Boeche	Director of Public Works	Mundelein
Ed Wilmes	Director of Public Works	North Chicago
Erika Frable	Director of Public Works/ Village Engineer	Hawthorn Woods
Bill Heinz	Director of Public Works/ Village Engineer	Grayslake
Darren Monico	Village Engineer	Buffalo Grove
David Brown	Director of Public Works	Vernon Hills
Ramesh Kanapareddy	Director of Public Works	Highland Park
Glenn McCollum	Director of Public Works	Lake Villa
Robert Ells	Superintendent of Engineering	Lake Forest
Manny Gomez	City Engineer	Highland Park
Ron Colangelo	Public Works Director/ Village Engineer	Zion
Ray Roberts	Engineering Technician	Zion
Jeff Hansen	Village Engineer	Lake Bluff
Marty Neal	Township Highway Commissioner	Libertyville Township
Jeff Cooper	Village Engineer	Libertyville
Fred Chung	Senior Engineer	Libertyville
Taylor Wegrzyn	Planner	Mundelein
Linda Soto	Pace Board Member	Pace Bus - Lake County
Tim Dilsaver	Community Relations Representative	Pace Bus
Alex Househ	Field Engineer	IDOT BLRS
Rick Mack	Community Relations Representative	Metra

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Katie Renteria	Community Relations Representative	Metra
Vicky Czuprynski	Community Relations Representative	Tollway
Kevin Carrier	Dir. Of Planning and Programming	LCDOT
Andy Plummer	Community Relations Consultant	RTA
Doug Ferguson	Senior Planner	CMAP
Jon Nelson	Engineer of Traffic	LCDOT
Emily Karry	Council Liaison	Lake Council
Mike Klemens	Council Liaison	Lake Council
Frank Furlan		Consultant
Jon Vana		Consultant
Dan Brinkman		Consultant
Greg Gruen		Consultant
Lee Fell		Consultant
Harry Gilmore		Consultant
Matt Washkowiak		Consultant
Steve Cieslica		Consultant
Andrea Larson		Consultant

1. & 2. Call to Order

Barbara Little called the meeting to order at 9:07am.
Those in attendance gave self-introductions

Approval of the Minutes

With a First from Mr. Kanapareddy and a second from Mr. Brown, on a voice vote the minutes of the March 7th, 2017 meeting were approved unanimously. With a First from Mr. Talbett and a second from Mr. Kanapareddy, the minutes of the combined Transportation Committee and Council meeting August 24th 2017 were approved unanimously by voice vote.

3. Agency Reports

Tollway Report- Ms. Czuprynski from the Tollway discussed the recent revision to the Move Over Law, you are required to both move over and slow down for vehicles working on the side of the road, they have a new campaign called "Give Them Space". As of January 1st, the Tollway will no longer be accepting video tolling for using the tollway system, if you do not have a transponder in your car you will be charged the full cash rate now. An account can have as many vehicles as you like on it, the tollway is encouraging everyone to have a transponder in each vehicle.

Metra Report- Rick Mack from Metra informed the committee that Metra has undertaken a fair structure study and will be having an open house in Libertyville on February 13th from 4-7pm. Metra currently has a fare zone system based on every 5 miles and is looking to update that system. Mr. Mack also discussed upcoming 2018 construction projects in Lake County including the Libertyville Station, Prairie Crossing, Vernon Hills, and Grayslake -Washington Street Station.

CMAP Report- Doug Ferguson from CMAP gave the committee information on the local STP program for the region, FY2018 is looking to be a banner year for the region. CMAQ does not have much funding obligated so far in the



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fiscal year but has an aggressive goal for projects to be obligated. CMAP will be releasing a Call for Projects for a pilot project for Local Pavement Management Plans where communities can obtain engineering services to develop pavement management plans. This is the first time CMAP has offered this program. The call for projects will be released through the January 19th CMAP weekly newsletter, with applications due March 2nd. CMAP is contracting with the vendor, there will not be cash exchanging hands between CMAP and the selected communities, and there will also not need to be a local match. Mr. Gomez asked if this pavement testing will be used for determining the local allocation for STP funds and if CMAP will use data that the municipalities already have. Mr. Ferguson indicated that they would like to use available data as long as it is in a format that will translate to the data they are collecting, they would like to avoid duplicating collection if it is possible.

Pace- Tim Dilsaver from Pace presented to the committee. He left a handout for committee members to take with them as well. Pace has partnered with IDOT to expand the Bus on Shoulder program on the Edens Expressway from Foster Ave to Lake-Cook Road and the buses will be utilizing the right outside shoulder. Pace will be looking to start this route in the spring. Pace has many shelters planned this year in Beach Park, Gurnee and Hainesville. Mr. Dilsaver mentioned the Lake County Market Study for Paratransit open houses later this month. Pace has also installed a real time transit tracking sign at the Lake Cook Road Metra station and it tracks shuttle bus buses and pace buses.

RTA- Andy Plummer from the RTA presented on the budget that was approved in December of 2017. The RTA board is approving the strategic plan as the committee meets. The RTA anticipates that the operational budget will be balanced, however the projected revenues for the RTA are down for the first time in a decade. The RTA had a 10% reduction in state funds, they are also forced to pay a 2% service fee to the state like other governments this year and the sales tax revenue has dropped as well. The RTA will be continuing its program to encourage Transit Oriented Development projects throughout the region. The RTA would like to begin a working relationship with the next startups and technology companies that are operating in the transit space today.

IDOT Local Roads- Alex Househ reviewed the copy of the IDOT status sheets, Mr. Househ discussed the current status of projects in Lake County both STP funded projects as well as CMAQ funded projects that are targeting a 2018 letting.

Commented [EK1]: We should attach these sheets if we have them to the minutes. I never got the handout from Alex that day...

4. Municipal Traffic Signal Joint Purchasing Opportunity

Jon Nelson, LCDOT Engineer of Traffic, discussed an opportunity to do a joint bid/joint purchase to upgrade municipal traffic signals to LED signals. Anyone who is interested in this opportunity can contact Mr. Nelson. LCDOT will facilitate the bidding process and then each municipality can contract individually with the vendor and handle the contract on their own. LCDOT does not have any more signals to upgrade, this is being offered solely as an opportunity for local municipalities to save some money by grouping the signals together into a joint purchase.

5. Qualification Based Selection

Emily Karry gave the committee a reminder that IDOT has updated the QBS selection process as of the end of November 2017. Communities are now required to have their own QBS process in order to use federal funding. Ms. Karry informed the committee that in BLRS Chapter 5 section 5-5.07 IDOT has an example that communities can use for developing their own QBS selection process. A question was asked if this applied to only construction engineering phases. Ms. Karry informed the committee that QBS is for any engineering phase of a project that will utilize federal funding. The committee had a discussion on what the requirements are for selecting consultants for phase III engineering for design work that was done by another firm. Mr. Klemens informed the committee that municipalities are allowed to select a consultant for multiple phases as long as their selection meets the QBS requirements and that



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the advertisement spells out that it is a selection for each phase. The point in the project process when a community decides to do the QBS process is up to each community, so long as the requirements of Chapter 5 of the BLRS Manual are met. Mr. Househ from IDOT offered to collect questions from the communities and get answers back from IDOT's central office in Springfield.

6. Functional Classification Change Requests

a. City of Highwood- Bank Lane, this request was attachment number 3 in the meeting packet, the City has requested to reclassify Bank Lane from Sheridan Road to Washington Avenue from a local road to a minor collector. Mr. Kanapareddy asked if there would be any intersection modifications on Sheridan Road. Mr. Coren from the City of Highwood responded that the city would eventually like to reconstruct the road as it connects their Metra station and several popular non-profit groups, he did not anticipate any intersection changes at this time. With a first from Mr. Kanapareddy and a second from Ms. Marrin, on a voice vote the committee unanimously approved forwarding the request to the full Council of Mayors for approval.

b. Libertyville Township-Casey Road, this request was attachment 4 in the meeting packet, the township has requested changing Casey Road between US 45 and IL Route 21 to change the classification from a Minor Arterial to a Major Collector to better reflect the land uses along the route. With a first from Mr. Brown and a second from Mr. Colangelo, on a voice vote the committee unanimously approved forwarding the request to the full Council of Mayors for approval.

7. New STP memorandum of Agreement

Ms. Karry informed the committee that since the last meeting the STP Agreement has been approved and included a copy in the meeting packet so that members of the committee understand where the changes to the local STP program are coming from.

8. Lake Council STP Program

Mr. Klemens discussed the current status of the Council's program and thanked communities for getting in status update sheets back to him to help keep the council program up to date. He informed the committee that those status update sheets are important for staff to keep IDOT and CMAP up to date, especially while the region is using a single pot of regional STP funds. Having current schedule information allows council staff to make sure the TIP and IDOT stay up to date and that funding will be available when projects are ready. Mr. Klemens also reminded the committee that the amount of federal funding in the current program is serving as a Not to Exceed amount because during this transition period the local council does not have the ability to grant cost increases. A question was asked about what the process would be to request a cost increase through the Council of Mayors Executive committee at CMAP. Ms. Karry informed the committee that the request would need to be sent to Council staff and placed on a Lake County Council of Mayors agenda and then it would be forwarded on to CMAP for the Council of Mayors Executive Committee.

9. STP Project Selection Committee Update

Mr. Klemens informed the committee that in addition to the council developing new rules for selecting projects, there is a committee that was formed at CMAP as a part of the new STP Memorandum of Agreement. The committee is called the STP Project Selection Committee and it will be working at the same time as our council to develop rules for active program management and the new STP shared fund. Mayor Rockingham is one of the 3 suburban mayors on the STP committee and the plan is to use this agenda item to discuss the work of the committee and to provide the Mayor feedback that he can use when the STP committee meets.

10. Lake Council of Mayors Draft STP Guidebook



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Mr. Klemens walked the committee through the draft of the STP guidebook that was included in the meeting packet. He began by asking the committee members to think about the draft in two ways, to think about what would be best for the Lake County region, and to think about the specific projects that they would like to utilize STP funding to complete. Mr. Klemens informed the committee that the draft was simply that, a draft, and not intended to be a final document; the plan is to spend most of 2018 going through the process of revising the draft until there is a system and set of rules in place that works for all members of the council. The goal at the end of process is to be able to rank each project that applies for funding with a score. The list of projects with their scores would be presented to the council showing how each project scored and how many projects there would be funding for. The committee had some conversation during the discussion of the draft with suggestions and concerns about the draft proposal. A question was raised about the pavement preservation ranking system and if it should prioritize roads that are in worse conditions if the goal is to not let roads get into bad shape. Concerns from the council were raised about making sure that communities that have more resources would not preclude communities with fewer resources from accessing the funding. The concern was heard from several committee members. Mr. Klemens responded that the goal is to have a system that works for everyone and that is as equitable as possible. Mr. Klemens discussed each of the points of the draft and provided some background on where each item originated and what the thought process is behind including each item. Most of the items within the draft document are up to the Lake County Council of Mayors to decide, the rest are either federal regulations or will be determined by CMAP's STP Project Selection Committee. Mr. Klemens informed the committee that the plan is break up the sections of the draft guidebook to discuss in detail at future meetings and the committee will begin the process of revising the draft at the April committee meeting.

11. Other Business

Mr. Klemens informed the committee that CMAP will be doing a call for projects for CMAQ and TAP funding for projects in January of 2019. In order to apply for those programs Phase I engineering must be substantially complete, with a final PDR being submitted to IDOT by June 1st of 2019. Mr. Klemens informed the committee that if they had projects they were thinking of applying for during that call, now is the time to begin the engineering. Ms. Little asked if anyone had heard about when ITEP applications would be announced for funding, Mr. Househ informed the committee that they should be announced some time in March or April, and that IDOT was currently reviewing the applications.

Mr. Klemens informed the committee that beginning in September of 2017 staff began using GovDelivery to send out council email and asked for committee members to share any feedback they had on those emails. A council website is also being developed along with a logo and those will be shared with the committee as they are developed.

Ms. Karry reminded the committee that any agency obtaining state or federal funding needs to complete the Grant Accountability and Transparency Act (GATA) registration process with the state and the System for Award Management (SAM) registration process with the federal government.

Ms. Karry informed the committee that LCDOT will be hosting a series of public open house-style meetings throughout the county for the Lake County Market Study for Paratransit in January.

Ms. Karry also informed the committee that a handout was included at the meeting that included the 2018 meeting schedule.

Mr. Colangelo announced that he was retiring from the City of Zion this spring and thanked the Committee and Chair Little for helping the City implement several projects over the years.

12. Next Meeting

The next meeting of the Transportation Committee is scheduled for April 19th, 2018 at 9am.

13. Adjournment

The logo for the Lake County Council of Mayors features a repeating pattern of overlapping circles in a light blue color. The text "LAKE COUNTY" is positioned above "COUNCIL OF MAYORS" in a blue, sans-serif font. A thin blue horizontal line is located below the text.

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A motion to adjourn was made by Mayor Ryback and seconded by Ms. Newton, the meeting adjourned at 11:02am.