



# LAKE COUNTY COUNCIL OF MAYORS

Minutes of May 10th, 2018 Lake County Council of Mayors Meeting  
at the Lake County Division of Transportation

## Attendance

<u>Name</u>	<u>Position</u>	<u>Representing</u>
Leon Rockingham	Mayor	North Chicago
Glenn Ryback	Mayor	Wadsworth
Shane Schneider	County Engineer	Lake County
Jon Kindseth	Village Administrator	Beach Park
David Kilbane	Village Administrator	Round Lake Beach
Michael Talbett	Village Administrator	Kildeer
Kerry Martin	Village Trustee	Bannockburn
Maria Lasday	Village Manager	Bannockburn
Barbara Little	Director of Public Works/Engineering	Deerfield
Bob Phillips	Dep. Dir. of Public Works/Engineering	Deerfield
Darren Monico	Village Engineer	Buffalo Grove
Mike Brown	Director of Public Works	Lake Zurich
Paul Kendzior	Director of Public Works	Libertyville
Tim Dilsaver	Community Relations Representative	Pace Bus
Kevin Carrier	Dir. Of Planning and Programming	LCDOT
Kama Dobbs	Principal	CMAAP
Emily Karry	Council Liaison	Lake Council
Mike Klemens	Council Liaison	Lake Council
Lee Fell		Consultant
Joel Christell		Consultant

### **1. & 2. Call to Order**

Mayor Rockingham called the meeting to order at 9:05am.  
Those in attendance gave self-introductions

### **Approval of the Minutes**

With a First from Mr. Talbott and a second from Mrs. Little, on a voice vote the minutes of the February 8, 2018 meeting were approved unanimously.

### **3. Transportation Committee Reports**

Barbara Little gave the report on the Transportation Committee which met on April 19<sup>th</sup> and had a lengthy meeting covering many topics, the majority of which was spent on the current proposal for Active Program Management rules for STP projects being developed at CMAAP.

The Transportation Committee also received three requests for functional classification changes from the Village of Deer Park. The first was for the reclassification of Field Parkway from a local road to a minor collector. The second request was for Deerfield Parkway for reclassification from a local street to a minor collector. The third and final request was for



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N Plum Grove Road for reclassification from a local street to a minor collector. The Transportation Committee recommended all three requests be approved and has sent them to the Full Council today for approval. They are later on the agenda for today's Council meeting.

Staff also gave an update on the Council's current STP projects. The Council projects in FY18 have seen good bid prices and the hope is that this trend will continue. The Transportation Committee heard a request for a cost increase from the Village of Buffalo Grove for two of their STP projects. Those requests are for Brandywyn Lane and Thompson Boulevard. During a coordination meeting with FHWA it was determined that the Village would need to change their design to accommodate a different curb standard. This change in curb standard greatly impacts the roadway profile and is the reason for the requested increase. The Transportation Committee discussed the request and voted to approve sending it to CMAP staff to final approval.

The bulk of the Transportation Meeting was spent walking through the proposed Active Program Management rules that the CMAP staff has presented to the STP Project Selection Committee at CMAP. The committee was given an opportunity to hear the background on what the proposal means for projects that receive STP funding in the future and how project deadlines will be imposed and enforced. Staff also briefed the committee on the outline of the scoring system that CMAP staff has discussed with the planning liaisons. The April meeting was used to walk communities through the draft document on Active Program Management and discuss the initial proposal. The committee will have an opportunity to hear the revised CMAP proposal's over the summer.

Council Staff also proposed forming a Sub-Committee of the Transportation Committee to begin discussing the local Council Rules for the STP proposal in greater detail. The committee responded favorably to this proposal, so staff will be working to arrange volunteers and set up those meetings ahead of the next Transportation Committee in July.

Barbara Little also announced her upcoming retirement from the Village of Deerfield effective on June 1<sup>st</sup>. As such, she asked that anyone interested in volunteering for the Transportation Committee Chairperson position please reach out to her, Mayor Rockingham or Council staff. Mrs. Little reported that a volunteer has come forward and there is an item on the agenda regarding appointment of the new Transportation Committee Chair.

Mayor Rockingham added that with all the changes coming to the STP program it is important that all the communities and mayors are staying on top of the changes and letting CMAP and the Council staff know their thoughts so the program will work for everyone, not just the Lake County Council but all of the Councils.

A motion was made by Mr. Brown and seconded by Mr. Monico to accept the Transportation Committee report.

#### **4. Functional Classification Change Requests**

a. Village of Deer Park, these requested were attachment numbers 2,3 and 4 in the meeting packet, the Village has requested to reclassify Field Parkway, Deer Park Boulevard and Plum Grove Road from local roads to minor collectors. There are three resolutions for approval, one for each road. The Council took action to approve all three resolutions together. With a first from Mr. Talbett and a second from Mr. Brown, on a voice vote the Council unanimously approved the resolution and will send the request to IDOT for approval.

#### **5. Lake County Council of Mayors Transportation Committee**



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Mayor Rockingham informed the committee that with the retirement of Barbara Little from the Village of Deerfield the Transportation Committee was also in need of a new Chair. Staff and the Mayor had discussed the position with several members of the Council and Mayor Rockingham informed the committee that there was interest in the position.

Mayor Rockingham informed the Council that Under the current bylaws, the Transportation Committee Chairperson shall be appointed by the Council Chairperson with the concurrence of the Council. Mayor Rockingham recommended the appointment of Robert Phillips, Deputy Director of Public Works & Engineering at the Village of Deerfield, for Transportation Committee Chairperson.

Bob communicated to Council staff that he was interested in volunteering for the Chair position. Bob has an extensive background in Public Works management, municipal engineering and operations, and transportation engineering. His work history includes over 11 years of progressively responsible experience with the Village of Deerfield and 9 years as an engineer with IDOT. Bob is also very familiar with planning and implementing State and Federally funded projects and has a history of demonstrated collaboration with municipalities, Lake County, the Transportation Management Association of Lake-Cook, CMAP and IDOT.

A motion was Made by Mr. Brown and seconded by Mayor Ryback to approve Robert Phillips as the new Chairperson for the Lake County Council of Mayors Transportation Committee. The motion was passed unanimously by a voice vote.

## **6. Resolution 051018LCC-04**

Ms. Karry informed the committee that this resolution is an annual item that is brought before the Council to direct federal planning funding that the Council receives from CMAP to the Lake County Division of Transportation. The funding helps pay for the salary of the Council Liaisons. The County puts up the local match for the federal funds. The Council does not charge dues for communities to be members of the Lake County Council of Mayors. The Council receives around \$170,000 in federal funding and the county matches with about \$87,000.

A motion was made by Barbara Little and seconded by Mayor Rockingham to direct the planning funds to the Lake County Division of Transportation to provide professional planning assistance to the Lake County Council of Mayors. The motion was passed unanimously by a voice vote.

## **7. Lake Council STP Program**

Mr. Klemens gave the Council an update on the current status of the Council's STP program. The most current program was included in the meeting packet. The Council had several projects on the April letting that received favorable bid prices. Mr. Klemens also informed the Council that staff will be putting together a Sub-Committee to continue working through the new STP rules for the Council. Staff has received interest in forming this subgroup and the sub-committee will begin discussing the proposed guidebook in detail and will bring a recommendation to the Transportation Committee and Full Council in the future.

## **8. STP Project Selection Committee Update**

Mr. Klemens informed the Council that the Transportation Committee discussed the CMAP proposal at length at their meeting. Kama Dobbs from CMAP provided a brief update to the Council to give an overview of the work being done by the CMAP project selection committee.

The committee next meets on May 23<sup>rd</sup> to discuss the revisions to the Active Program Management. CMAP staff has met with the Planning Liaisons, CDOT staff and other stakeholders to refine the proposal that was presented in March.



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The Active Program Management rules will apply to all of the local Councils, the City of Chicago and the Regional Shared Fund. Staff recommends a fiscally constrained 5-year program with a ranked contingency list to establish a pipeline of projects. The proposal calls for increased training for project sponsors, quarterly status updates and designated project managers. Staff recommends obligation deadlines for projects that are in the current year of the program, and active re-programming of all projects in the 5-year program. The proposal includes provisions for extending obligation deadlines, provisions for limiting year to year carryover of funds and reprogramming of unobligated shared funds. The proposal also includes GATA and QBS requirements to meet federal and state requirements. The full details of the proposals can be found on the STP Project Selection Page of the CMAP website.

The outline of the scoring system for the Shared Regional Fund was also discussed. Full details of the scoring system will be discussed at the June Meeting of the STP Project Selection Committee meeting. Scoring will be split into existing and improved conditions, project readiness and transportation impact as well as On To 2050 recommendations. The slide deck of the current proposal is available on the CMAQ website as well.

## **9. Other Business**

Ms. Karry informed the committee that the On To 2050 draft plan will be available in June for public comment. CMAP will also be holding open houses throughout the region on the draft plan, in Lake County the Open House will take Place on July 12<sup>th</sup> from 4-7pm in Libertyville. There will also be a formal public hearing on the plan at CMAP on July 25<sup>th</sup>.

CMAP is also planning for a launch event on October 10<sup>th</sup> at 10am at Millennium Park in Chicago.

Ms. Karry also wished Barbara Little well in her retirement and thanked her for all she has done as Chair of the Transportation Committee.

## **10. Next Meeting**

The next meeting of the Council of Mayors is scheduled for August 2, 2018 at 9am.

## **11. Adjournment**

A motion to adjourn was made by Mayor Ryback and seconded by Mr. Phillips, the meeting adjourned at 9:32am.