



# LAKE COUNTY COUNCIL OF MAYORS

## Minutes of July 26th, 2018 Transportation Committee Meeting at the Lake County Division of Transportation

### Meeting Attendance

<u>Name</u>	<u>Position</u>	<u>Representing</u>
Leon Rockingham	Mayor	North Chicago
Glenn Ryback	Mayor	Wadsworth
Dan MacGillis	Mayor	Round Lake
Kerry Martin	Trustee	Bannockburn
Maria Lasday	Village Administrator	Bannockburn
Anne Marrin	Village Administrator	Fox Lake
Michael Talbett	Chief Village Officer	Kildeer
Pamela Newton	Chief Operating Officer	Hawthorn Woods
David Kilbane	Village Administrator	Round Lake Beach
Clay Johnson	Village Administrator	Lindenhurst
Mike May	Village Administrator	Volo
Thomas Maillard	Mayors Office	Waukegan
Bob Phillips	Acting Dir. of Public Works/Engineering	Deerfield
Paul Kendzior	Director of Public Works	Libertyville
Jeff Cooper	Village Engineer	Libertyville
Ed Wilmes	Director of Public Works	North Chicago
Ray Roberts	Director of Public Works	Zion
Dave Brown	Director of Public Works	Vernon Hills
Marty Neal	Township Highway Commissioner	Libertyville Township
Jeff Hansen	Village Engineer	Lake Bluff
Robert Ells	Village Engineer	Lake Forest
Kyle Johnson	Civil Engineer	Buffalo Grove
Mike Brown	Director of Public Works	Lake Zurich
Emmanuel Gomez	City Engineer	Highland Park
Linda Soto	Pace Board/ Executive Director	Pace Bus/LCTA
Tim Dilsaver	Community Relations Representative	Pace Bus
Alex Househ	Field Engineer	IDOT BLRS
Gerardo Fierro	Assistant Field Engineer	IDOT BLRS
Katie Herdus	Area Programmer	IDOT Programming
Rick Mack	Community Relations Representative	Metra
Kevin Carrier	Dir. Of Planning and Programming	LCDOT
Rachel Grano	Intern	LCDOT
Elizabeth Irvin	Associate Planner	CMAP
Emily Karry	Council Liaison	Lake Council
Mike Klemens	Council Liaison	Lake Council
Ashley Lucas	Council Liaison	Lake Council
Jon Vana		Consultant
Dan Brinkman		Consultant
Peter Stoehr		Consultant
Chris Bouchard		Consultant



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Phil Kazimier  
John Ambrose  
Jeff Househ

Consultant  
Consultant  
Consultant

## **1. Call to Order**

Bob Phillips called the meeting to order at 9:02am.  
Those in attendance gave self-introductions

## **2. Approval of the Minutes**

With a first from Mr. Brown and a second from Mr. Talbett, on a voice vote the minutes of the April 19th, 2018 meeting were approved unanimously.

## **3. Agency Reports**

IDOT Programming Report- Ms. Herdus from IDOT Programming in District One had a handout for the committee that has been updated to reflect the current status of projects. Ms. Herdus informed the committee that the IDOT multiyear plan had been released. She gave the committee updates on the projects in Lake County targeting FY19 in the Multi-Year Plan. Included in the program is a resurfacing along IL Route 22 from Old McHenry Road to IL 83, which is included in an add lanes project IDOT is currently in land acquisition on. If the add lanes project gets delayed, IDOT is planning a resurfacing to address the short-term pavement conditions. IDOT has one project on the August letting, IL 176 at Roberts Road - an intersection channelization project. Ms. Herdus also gave the committee an update on several ongoing construction projects in Lake County including bridge and resurfacing projects on IL 132, bridges on IL 120 and resurfacing on IL 120. Included in the handout was a list of all the websites for construction projects that are ongoing.

IDOT Local Roads Report- Gerardo Fierro presented the Local Road project handouts to the committee. Mr. Fierro discussed changes to the status sheets that had changed since the committee's last meeting.

Alex Househ informed the committee that the FY2019 Safe Routes to School Program will have a call for projects beginning September 24<sup>th</sup>, 2018, through November 19<sup>th</sup>, 2018. The applications will be online on IDOT's website. The program will be 100% federal funding for this project cycles. Projects must be for K-8 school's only.

Mr. Kilbane asked a question about how much funding would be available for the Safe Routes to School Program and is there were maximum project sizes. *Subsequent to the meeting, IDOT released information regarding the SRTS program that was also shared with the LCCOM communications list.*

Mr. Househ also informed the committee of IDOT's Smart Street Lighting Seminar taking place on August 15<sup>th</sup>, 2018 in the Illinois Medical District in Chicago. Upgrading street lighting to LED smart lighting will help communities see savings greater than 50% over traditional lighting systems.

Mr. Househ also discussed local HSIP funding sunset dates are coming up in January of 2019. IDOT has submitted emails to local agencies with the projects on the steps needed to request an extension.

Illinois Tollway Report- Rocco Zuccerro provided a written report to the committee as he could not attend in person. The report was made available to committee members.



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CMAP Report- Elizabeth Irvin from CMAP gave the committee information on the local STP program for the region, FY2018 is continuing to be a banner year for the region. Both CMAQ funding and STP funds have been obligated very well this fiscal year. It is very important for project sponsors to stay in communications with their Planning Liaisons to keep project schedule information accurate in the TIP. Ms. Irvin reminded the committee that the RTA's access to transit applications are due August 31<sup>st</sup>, she also asked committee members to please submit the CMAP municipal survey if they had not already.

RTA Report- Andy Plummer was not able to make the meeting but sent a written report, Ms. Karry reminded the committee, as Ms. Irvin had, that the RTA's Access to Transit applications are due on August 31<sup>st</sup>.

Metra Report- Rick Mack from Metra informed the committee of the consolidated train control (CTC) work happening on the Milwaukee District North line, which is a new top of the line signal system that allows Metra the flexibility to be able to run their trains more efficiently. The Milwaukee District North line is the most difficult to operate due to the freight service, Amtrak service and Metra service. The signal system should improve the line. Metra replaced 17,000 ties on this line from Libertyville to Fox Lake and is looking to add Positive Train Control on the line by the end of 2018. Metra is working on a Public Private Partnership with the City of Lake Forest, Lake County Partners and Private companies to possibly run additional reverse commute trains. Metra is also working on a universal crossover just north of the west Lake Forest Metra Station, trains that currently stop at Deerfield will be able to go further north before turning around and retuning to the city.

Mr. Mack also updated the committee on station upgrades happening at Prairie Crossing, the temporary warming shelter will be replaced with a new station and the Libertyville downtown station will also be rehabbed likely later in 2018 and it will likely look like a completely new station once complete.

Mr. Phillips asked a question about the timing adjustments required with the implementation of PTC. Mr. Mack responded that the issues are being worked through right now. It will take Metra longer to flip trains from inbound to outbound and vice versa with PTC. Metra expects it will cost between \$15-20 million per year to operate the PTC system.

Pace Report- Tim Dilsaver from Pace informed the committee that there is a new fleet of 40' buses in Lake County running out of Pace's north garage in Waukegan. They are more modern, with free WIFI and clean diesel engines and have been running out of the north garage for a couple of months. He also informed the committee that there will be a dedication ceremony for the new fleet announced soon. Mr. Dilsaver also informed the committee of a new email service for ADA passengers called Trip Check which will allow customers to check past trips and cancel current ones without having to call the call center. The third item is that Pace just completed a round of public hearings for their new Pulse system which is an express bus system that will run 9 miles from the Jefferson Park Transit Center to Golf Mill. Bus stops on the Pulse system will feature heated shelters, with heated floors for ice resistance and on-time arrival information. IDOT and the Village of Hainesville are in the process of completing new traffic signals, sidewalk and bus pads at IL Route 120 and Hainesville. Mayor Rockingham commented that the new busses really are quiet and a big upgrade over the past buses.



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#### **4. Cost Change Request-Village of Libertyville**

Mr. Phillips and Ms. Karry presented the Village of Libertyville's request to the committee. Mr. Phillips gave the committee background on the project. Rockland Road east of the Des Plaines River is under the jurisdiction of the Libertyville Township Road District and west of the river it is under the jurisdiction of the Village of Libertyville. It was recognized early on that the Village and the Township should partner on this project, with an end goal of producing a comprehensive improvement of Rockland Road between IL Route 21 and St. Mary's Road. Phase I Engineering was completed as a single project, and Design Approval was obtained on November 16, 2017. The project was then split into two separate projects for Phase II Engineering and construction with the intention of constructing the improvements concurrently. The Phase II Authorization to Proceed has been received for both the Village and Township sections as of May 29, 2018.

Ms. Karry explained that when funding levels for the project were initially developed back in late 2015, the overall project between IL Route 21 and St. Mary's Road was intended to be constructed as a single contract. \$500,000 was included for Phase II, \$5,000,000 was included for construction, and \$714,000 for Phase III. When the Village and Township decided to split up the project into two separate Phase II and construction contracts, the initial funding levels were simply split 50/50 because updated estimates were not available at the time. These funding levels were maintained though the STP Program freeze, and an opportunity to provide updated costs was not possible because of the project status at the time. Once the Phase I estimates were available, it became clear that the 50/50 split did not provide adequate funding for the Village's section of the project.

The Village is requesting an additional \$540,000 in federal funding for construction and \$389,000 in additional federal funding for Construction Engineering. The total requested federal increase is \$929,000. More information is included in the Villages letter included in the meeting attachments. Ms. Karry reminded the committee that during the STP Transition period the committee does not have the ability to approve cost increases directly, they must be forwarded on to CMAP staff for final approval. A question was asked if approving the cost increase would impact another communities project. Ms. Karry responded that because the STP program is a single regional pot of funds being handled by CMAP on a first ready first funded basis that it is unlikely to directly impact another Lake County Council of Mayors project, it may impact another project in the region but given the first ready first funded way the funds are being handled it is not easy to identify any project that may be impacted. A question was asked about the timing of the two sections of roadway work on Rockland Road, the Libertyville section is Targeting the April 2019 letting and the Libertyville Township is targeting the November 2019 letting. The Rockland Road bridge over the Des Plaines River is a separate project targeting 2022 construction.

A motion to approve was made by Mr. Talbett and seconded by Mr. Brown. The request was unanimously approved by voice vote.

#### **5. Lake Council STP Program**

Mr. Klemens discussed the current status of the Council's program and highlighted that on the updated status sheets the construction and construction engineering line items have been separated so they can be tracked as individual expenditures. The program sheets are updated with the latest status information, but as new status updates come in the program is being updated to reflect them.



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## **6. STP Project Selection Committee Presentation**

Elizabeth Irvin walked the committee through [CMAP's proposal](#) for both the Active Program Management rules that will apply to all of the local Councils as well as the City of Chicago, and the STP Regional Shared Fund. The proposals have been evolving through meetings with stakeholders, the Region's Planning Liaisons and through presentations to the various Councils. Ms. Irvin started her presentation by walking the committee through the proposal for the [new STP Regional Shared fund](#), which will be a new pot of funding that comes off the top of the region's STP funds to facilitate larger, regional type projects. The shared fund proposal includes the eligibility requirements for the program, the eligible project types and the scoring system that is being proposed to rank each project type. Ms. Irvin discussed each component with the committee. The committee had a lengthy discussion about the Regional Shared Fund and a few members offered comments.

Ms. Lasday from the Village of Bannockburn offered the following comments on the Shared fund proposal:

Ms. Lasday expressed concern with a \$5 million minimum project cost for STP Shared Fund and that the \$5M minimum amount will prevent smaller communities from accessing this funding. Many projects in smaller communities are in the \$1M to \$2M range. Many projects in smaller communities may still be regionally significant but may not be multi-jurisdictional. Ms. Lasday stated that it seems that a lot of the communities in Lake County won't meet the criteria for the Shared Fund and are very much at a disadvantage in general and that this is very concerning. She is concerned that their community will not qualify to receive Shared Funds and feels that this puts small communities at a disadvantage due to CMAP's criteria and regional influence of the project. Ms. Lasday understands it is hard to have one set of criteria that fits all. She suggested having a 3rd category for project eligibility in the Shared Fund - \$5M, multi-jurisdictional, and contingency applications/projects if there are not enough projects to meet the \$5M minimum or multi-jurisdictional criteria. Ms. Lasday appreciates CMAP listening to all the communities' concerns.

Ms. Marrin from the Village of Fox Lake offered the following comments on the Shared Fund proposal:

Ms. Marrin voiced a concern with how Inclusive Growth is evaluated as part of the scoring with the STP Shared Fund. Of specific concern are communities that may have a large population below the poverty line, such as communities with a large population of low-income families, senior citizens and/or a large amount of Section 8 housing, but this population does not include "people of color". How would that factor in with the Inclusive Growth criteria used for the regional STP fund? Ms. Marrin also noted that during the Lake County Paratransit Market Analysis Community meetings in January 2018, the Village of Fox Lake was shown to be one of the neediest areas for transportation needs in Lake County.

Ms. Newton from the Village of Hawthorn Woods offered the follow comments on the STP Shred Fund proposal:

Ms. Newton expressed concern with the \$5 million minimum project cost for STP Shared Fund and that this \$5M minimum amount will prevent smaller communities from accessing this funding. Her concern is that this proposal of \$5M minimum project cost has "boxed out" many of the communities in Lake County from accessing the Shared Fund or making the required 20% cost share. Ms. Newton suggests reducing the project minimum. She also voiced a concern with the Inclusive Growth evaluation as economically disadvantaged isn't defined by color.

Ms. Newton expressed that criteria/methodology proposed may work for an urban community/urban county but trying to make a "one stop shop" fit all when there are also suburban/more rural communities which may not fit well with the criteria. She understands that CMAP is trying to make a one stop shop methodology and small communities may score higher points in things such as green space/open space/watershed reserve, but there were more criteria where small communities will not get points and then could be at a disadvantage. She noted that small communities aren't always "travel sheds" but absorb cut through traffic. If the criteria points are based on population, that isn't going to help suburban communities and they're going to be at a disadvantage.



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Ms. Newton respects the work CMAP is trying to do but doesn't support this work related to some communities in the collar counties because these areas are not trying to be an urban center. Many communities are trying not to be an urban center and to get the points they would have to add density and create sprawl and that puts them at a disadvantage for the Shared Fund. She understands that there are still local STP funds, but so that everyone has an equal opportunity for the larger Shared Fund the Village mentioned that the criteria being discussed puts some of the suburban communities at a disadvantage.

Ms. Newton suggested an under 10,000 population or small community category for project eligibility. Currently the criteria are giving points for high density/transit population growth-communities and giving points for more people, and small communities can't meet those criteria. In many grants that Hawthorn Woods applies for there is an under 10,000 population category. There are many communities in the 6 collar counties that fall into the under 10,000 population category and the Village suggests that maybe they could get some points for being a small community going after a big project that absorbs regional traffic flow. Making population categories for the Shared Fund may be a solution.

After the committee discussed the STP shared fund proposal, Ms. Irvin moved on to discuss the proposal for the [Active Program Management Rules](#), which are a set of programming guidelines that will apply to the STP Shared Fund, the Local Councils and the City of Chicago's STP Programs. The proposal calls for a fiscally constrained five-year program with a contingency list of projects that do not score well enough during a call for projects to be included on the Active list. The proposal included obligation deadlines for projects in the current federal fiscal year; they must be obligated by September 30<sup>th</sup>, the end of the federal fiscal year. The proposal lays out the various options a project sponsor has if the project schedule is going to be delayed. The goal of the active program management rules is to keep the region and each council on track in spending every dollar of STP funds.

Mayor Rockingham encouraged all communities to submit written comments to council staff, so the proposal can be refined further. Council staff informed the committee that the presentation would be sent out to the council via email and asked for all comments to be submitted by the end of August.

## **7. Lake Council of Mayors Draft STP Guidebook**

Mr. Phillips informed the committee that a Sub-Committee has been put together to discuss the STP Guidebook draft that was initially send out in January. The committee has met a couple of times and had good discussions on the proposal and is working through the guidebook to bring a revised proposal to the full transportation committee. Mr. Klemens informed the committee that the goal of the sub-committee is to get into the details of the proposal and discuss recommended changes to the document. The Sub-Committee members have shown a great level of commitment to come to the meeting and discuss the rules and policies for the council. The next meeting of the sub-committee they will begin to look at the scoring system for selecting projects.

The plan is for the sub-committee to bring a revised document to the full transportation committee meeting for discussion and comments. The goal is to allow everyone ample time to review and understand the new rules ahead of the January 2020 Call for Projects.

## **10. Other Business**

IDOT Updates to Local Roads Manual- Ms. Karry informed the committee that an email had gone out that IDOT has released several updates to chapters of the Local Road Manual and that the circular letters were sent out to all Council members.



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Ms. Karry informed the committee that status update requests would be coming out for projects that have federal funding programmed in them. Staff will be asking that all status updates are returned by August 6<sup>th</sup> because Council staff will be meeting with CMAP and IDOT on August 13<sup>th</sup> to go through all federally funded projects in the Lake County Council. The goal of that meeting is to make sure IDOT and CMAP are tracking projects correctly so that funding is ready when a project needs it.

Linda Soto from LCTA asked all members to please complete and return a survey on their transportation needs to enhance their membership. LCTA is looking for communities' needs based on all modes of Transportation. She also informed the committee that the annual meeting will be November 16<sup>th</sup>.

Ms. Karry also discussed the ability of the Council to investigate potential changes to functional classifications on municipal roadways. She informed the committee that because the Council does not charge members dues to participate there is no Council budget to lead a study for future functional classification changes for member communicates of the Council. The Council could possibly help facilitate communities working together to study their own roadways and reclassification requests. Another option would be to apply in the fall to CMAP's Local Technical Assistance program to try and investigate the potential roadways that could be reclassified. Council staff said they will send out a poll to members later in the fall to see if there would be interest in communities working together to study this issue of functional classification requests.

## **11. Next Meeting**

The next meeting of the Transportation Committee is scheduled for September 27th, 2018 at 9am.

## **12. Adjournment**

A motion to adjourn was made Mayor Ryback and seconded by Mr. Carrier, the meeting adjourned at 10:47am.