



# LAKE COUNTY COUNCIL OF MAYORS

Minutes of January 24, 2019 Transportation Committee Meeting  
at the Lake County Division of Transportation

## Meeting Attendance

<u>Name</u>	<u>Position</u>	<u>Representing</u>
Glenn Ryback	Mayor	Wadsworth
Shane Schneider	County Engineer	Lake County
Steve Shields	Village Administrator	Round Lake
Anne Marrin	Village Administrator	Fox Lake
Jon Kindseth	Village Administrator	Beach Park
Clay Johnson	Village Administrator	Lindenhurst
Karen Daulton Lange	Village Administrator	Lake Barrington
Karl Warwick	Village Administrator	Lake Villa
David Kilbane	Village Administrator	Round Lake Beach
Maria Lasday	Village Administrator	Bannockburn
Pamela Newton	Chief Operating Officer	Hawthorn Woods
Michael Talbett	Chief Village Officer	Kildeer
Thomas Maillard	Mayor's Office	Waukegan
Marty Neal	Township Highway Commissioner	Libertyville Township
Robert Phillips	Director of Public Works/Engineering	Deerfield
Kealan Noonan	Director of Public Works	Fox Lake
Glen McCollum	Director of Public Works	Lake Villa
Erika Frable	Director of Public Works/ Engineering	Hawthorn Woods
Mike Brown	Director of Public Works	Lake Zurich
Ray Roberts	Director of Public Works	Zion
Wally Dittrich	Asst. Dir. Of Public Works	Lincolnshire
Noelle Kischer-Lepper	Dir. Of Planning & Comm. Dev.	Waukegan
Darren Monico	Village Engineer	Buffalo Grove
Jeff Hansen	Village Engineer	Lake Bluff
Robert Ells	Village Engineer	Lake Forest
Emmanuel Gomez	City Engineer	Highland Park
Marc Facchini	Public Works Management Analyst	Lincolnshire
Linda Soto	Pace Bus Director/ LCTA Exec. Dir.	Pace/ LCTA
Katie Herdus	Area Programmer	IDOT Programming
Kevin Carrier	Dir. Of Planning and Programming	LCDOT
Mary O'Driscoll	GIS Supervisor	LCDOT
Barbara Zubek	Associate Planner	CMAP
Emily Karry	Council Liaison	Lake Council
Mike Klemens	Council Liaison	Lake Council
Jon Vana		Consultant
Dan Brinkman		Consultant
Peter Stoehr		Consultant
Al Stefan		Consultant
John Fortmann		Consultant
Lee Fell		Consultant



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Jim McNally  
Peter Manhard  
Geoff Perry  
Joyce DeLong  
Troy Simpson  
Josh Klingenstein  
Cole Jackson  
Jack Cruikshank  
Elaine Bottomley  
Leslie Phiemster

Consultant  
Consultant  
Consultant  
Consultant  
Kane-Kendall Council of Mayors  
Northwest Municipal Conference  
Northwest Municipal Conference  
Will County Governmental League  
Will County Governmental League  
South Suburban Mayors & Managers

## **1. Call to Order**

Bob Phillips called the meeting to order. Those in attendance gave self-introductions

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

With a first from Mayor Ryback and a second from Mr. Talbett, on a voice vote the minutes of the September 27, 2018 meeting were approved unanimously.

## **3. Functional Classification Change Request-Village of Lake Villa**

Ms. Karry presented the Village of Lake Villa's request to the committee. Ms. Karry informed the committee that both Village staff and their consultant were present to answer any questions on the proposed requests. Ms. Karry discussed the characteristics and use of each roadway that is being requested to have a change in classification. The Village is requesting to change the functional classification of three roadways from local streets to minor collectors. The first route is Painted Lakes Boulevard from Grass Lake Road to Deep Lake Road, approximately .81 miles. The second roadway is Park Avenue from Grand Avenue (IL 132) to Milwaukee Avenue (IL 83) approximately .75 miles. The third request is for Savanna Springs Drive and Winddance Drive from Cedar Lake Road to Monaville Road, approximately .8 miles.

A motion to approve and forward all three requests to the Full Council was made by Dave Kilbane and seconded by Michael Talbett, the motion was approved by a voice vote.

## **4. Functional Classification Change Request-Village of Beach Park**

Ms. Karry presented the Village of Beach Park's request to the committee. Ms. Karry informed the committee that Village staff and their consultant were present to answer any questions on the proposed requests. Ms. Karry discussed the characteristics and use of each roadway that is being requested to have a change in classification. The Village is requesting to change the functional classification of four roadways from local streets to minor collectors and one roadway from a local street to a major collector.

The first request is for Adams Road/Major Avenue from Delany Road to Green Bay Road, approximately 1.33 miles. The request is to reclassify the roadway from a local road to a major collector. The route is partially within the Village of Wadsworth and Wadsworth sent a letter of support for the Beach Park request. A question was asked about the difference between a major and minor collector. Ms. Karry responded that a major collector is a higher level of classification and comes with different design elements associated with them. The Village of Beach Park confirmed that they did submit the request as a major collector because this roadway carries a higher volume of traffic than the other routes that were submitted.



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The second request is for Cambridge Boulevard from Wadsworth Road to Wakefield Drive, approximately .33 miles, the request is to change from a local road to a minor collector. The third request is for Wakefield Drive from Cambridge Boulevard to Green Bay Road, approximately .57 miles, the request is from a local road to a minor collector. The fourth request is for Talmadge Avenue from North Avenue to Sheridan Road, approximately .50 miles, the request is from a local road to a minor collector. The fifth and final request is for North Avenue from Beach Road to Talmadge Avenue, approximately .31 miles, the request is from a local road to a minor collector.

A motion was made to approve and send all five requests to the Full Council by Mike Brown and seconded by Anne Marrin. The motion passed unanimously on a voice vote.

## **5. Lake County State Highway Consensus Plan**

Shane Schneider the Lake County Director of Transportation/County Engineer gave the committee an update on the Lake County Consensus Plan for State Highways. The plan was developed in 2006 and identified a package of over \$1.5 billion in improvements to the state highways system in Lake County. Since the plan was adopted in 2006 some of the improvements have been accomplished, however there are still around \$1.1 billion in needs remaining from the consensus plan on the state system. Mr. Schneider provided a refresher on the consensus plan and encouraged communities to use the plan when discussing state transportation needs with their legislators, especially as discussions of a state capital bill are happening this spring.

A question was asked about what the ask is for municipalities, if they are being asked to pass a resolution of support for the Consensus Plan. Mr. Schneider responded that there is not an ask for a resolution at this time, this is simply meant to be a reminder for legislators and communities that this plan exists and still has over \$1 billion in needs remaining from the list of projects. In 2006, Lake County communities supported this plan and the projects are still needed. At that time 62 elected officials in Lake County voted to adopt this consensus list of priority projects.

A question was asked if new roads would be incorporated into the list of projects or if studies have reconfirmed the project list? Mr. Schneider responded that because this list of projects was approved by over 60 elected officials and so many of the projects remain to be done, there is not a plan at this time to look to update the list but rather to use the existing list when discussing the need with legislators and state officials.

A question was asked if a questionnaire could be sent to the municipalities asking about their priorities on the state system since it has been so long since the list was adopted and priorities may have changed, for example grade separations have become a larger need as freight train traffic has increased in the county. Mr. Schneider responded that he will be presenting this refresher on the consensus plan to the county board and they may be interested in sending out a questionnaire to communities but that will likely be later this year. As the timing of a new capital bill will likely happen this legislative session there likely is not time to update this existing list before the legislature is considering a capital bill.

A statement was made that including the investment the local communities are making on the state system and on local roads may help in highlighting the need for the state system to be addressed.

A question was asked about whether an increase in state motor fuel tax was being considered for funding additional transportation improvements in Illinois. Mr. Schneider responded that he has heard that the state is looking at a potential MFT increase, but that there are multiple revenue sources the state is considering for transportation and it will likely take multiple things to solve the funding issues in the state.

## **6. Current Lake Council STP Program**

Ms. Karry informed the committee that the current program was included in the packet and she highlighted that a few projects included in the program that are targeting lettings in the spring, they can be seen in the program. Ms. Karry informed the committee that the demand for federal funding in the region in FY19 is even higher than FY18 which was a banner year. At this time there are more projects targeting 2019 than were funded in 2018, so the region does



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not have any extra funding, which means right now cost increases cannot be accommodated. It is possible that if the upcoming lettings produce bid savings that may change in the future, but for the time being we aren't able to approve any cost increases for projects. A question was asked about the cost increases that the council approved in the summer of 2018, Ms. Karry informed the committee that those cost increases had been approved but because the region's funding is now so tight additional cost increases at this time can't be accommodated.

## **7. LCCOM STP Guidebook: Sub-Committee Proposal Presentation**

Mr. Klemens gave the committee a presentation on the draft of the proposed guidelines and project selection methodology for the future Council's STP program. The Transportation Committee's Sub-Committee met 5 times throughout the summer and fall of last year and revised the original staff draft proposal.

Mr. Klemens walked the committee through the details of the sub-committee's recommendations and discussed how the council's program will work beginning with the Call for Projects in January of 2020. The presentation started with some background on how the council has gotten to this point and why these changes are necessary. There have been several federal law and rule changes that have triggered the need for the region to program federal funds differently.

Mr. Klemens then walked the committee through the proposal and how the new process will work. The first item discussed was the Council's Implementation Policy's. These are the council rules that shape how the funding will be used and include items like Eligible Routes, Eligible Project Types, Eligible Phases, the Council's Annual Allotment and Assistance for Disadvantaged Communities.

After discussing the Council's rules, the presentation turned to development of the Council Program. This is a process that will take place every two years with a call for projects happening in January of even years. The Program Development process begins with a review of the current council policies to determine if changes are needed. Then a call for projects will be issued. After the call for projects is closed, all projects that were submitted will be evaluated using the published scoring system. A recommended Active and Contingency program will be developed and brought to the council for public comment and then approval.

Once a program has been developed each project in the program needs to be managed. This is done through trainings for local staff and consultants, designated project managers and required quarterly status updates.

In addition to managing each project the program will need to be managed through Active Program Management (APM). Active Program management includes the policies and procedures for making sure the Council spends their allotment each year and provides guidelines for handling project delays. APM includes obligation deadlines, Active Reprogramming, Cost Increase Policy, ROW Clearances, Sponsor Commitment and Carryover Rules.

The final part of the presentation was spent walking through the proposed scoring systems for ranking proposals following a call for projects. The STP Sub-Committee proposes having two scoring systems, one for Roadways and Intersections, which includes roadway reconstructions, widenings and intersection improvements. A second scoring system will be used for Pavement Preservation projects such as structural overlays and resurfacings. Mr. Klemens walked the committee through the various metrics that are proposed to score projects.

A comment was made about the upfront costs for communities to get into the program, and that it may be costly to get roadways designated as federally eligible and to front the cost of engineering to get into the program. A question was raised if there is a way to assist communities to get into the program, if it's possible to assist communities in getting eligible routes into the program and get assistance for disadvantaged communities for engineering funds.

Mr. Klemens answered that the sub-committee did discuss at great length the issue of funding eligibility and making sure all communities can participate. He also said that while the Council STP funds could not be used to study routes that would make sense for a functional classification change, there are a couple of fund sources that would be available if communities wanted to partner and hire a consultant to do such a study. One option would be the CMAP Local Technical Assistance (LTA) Program, another could be Unified Work Program Funds or Statewide Planning and



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Research Funds which are both federal fund sources that fund planning studies. The committee had a discussion on ways to help communities get into the program. In the meeting, it was stated by one of the committee members that while a Phase 1 engineering study can be expensive, the cost to have a functional classification change studied and the request prepared is not very much, a thousand or two dollars per road. Once a roadway is designated, it is eligible to apply for federal funding even if a Phase 1 has not been started, under the proposed Council rules. Communities are not required to fund a Phase 1 up front in order to apply for the council funds. It was discussed that there can be a variety of reasons communities are not participating in the program and if there are available options for helping more communities to participate than they should be considered. Council staff agreed to discuss available options with CMAP staff and research available fund sources for functional classification changes and bring options back to the committee at the next meeting.

If any communities have questions or comments on the presentation or proposed rule changes, or if they would like a meeting to discuss, they can reach out to Emily Karry and Mike Klemens.

## **10. Other Business**

Ms. Karry informed the committee that included in the meeting packet was a written update from CMAP. Ms. Karry also pointed out that the Call for Projects for the STP Shared Fund, CMAQ and TAP is currently open and ongoing. Applications should be uploaded into the TIP database by March 1<sup>st</sup> for Council staff to review and they are due to CMAP by 5pm on March 15<sup>th</sup>.

## **11. Next Meeting**

The next meeting of the Transportation Committee is scheduled for April 25th, 2019 at 9am.

## **12. Adjournment**

A motion to adjourn was made Mayor Ryback and seconded by Mr. Schneider, the meeting adjourned at 11:06am.