



LAKE COUNTY COUNCIL OF MAYORS

Minutes of May 9, 2019 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
Daniel MacGillis	Mayor	Mundelein
Billy McKinney	Mayor	Zion
Anne Marrin	Village Administrator	Fox Lake
David Kilbane	Village Administrator	Round Lake Beach
Maria Lasday	Village Administrator	Bannockburn
Ray Roberts	City Engineer	Zion
Bob Phillips	Director of Public Works	Deerfield
Erika Frable	Director of Public Works	Hawthorn Woods
Ed Wilmes	Director of Public Works	North Chicago
Mike Brown	Director of Public Works	Lake Zurich
Marty Neal	Highway Commissioner	Libertyville Township
Ramesh Kanapareddy	Director of Public Works	Highland Park
Rick Mack	Community Relations Representative	Metra
Katie Renteria	Community Relations Representative	Metra
Kevin Carrier	Dir. Of Planning and Programming	LCDOT
Barbara Zubek	Associate	CMAP
Mike Klemens	Council Liaison	Lake Council
Stephanie Brown	Council Liaison	Lake Council
Dan Brinkman		Consultant
Jon Vana		Consultant

1. **Call to Order**

Mayor Rockingham called the meeting to order at 9:05am.

Those in attendance gave self-introductions

2. **Approval of the Minutes**

With a motion from Mayor Ryback and a second from Bob Phillips, on a voice vote the minutes of the February 7th, 2019 meeting were approved unanimously.

3. **Transportation Committee Reports**

Bob Phillips gave the report on the Transportation Committee which met on April 25, 2019. The Transportation Committee had a lengthy meeting that was very well attended with 18 communities represented and nearly 50 attendees.

The Committee heard reports from the Transportation Agencies including IDOT, CMAP, and Metra. The committee heard updates on the status of IDOT construction projects in the County from IDOT's Bureau of Programming. CMAP staff gave the committee an update on the recent call for projects for the STP Shared Fund, CMAQ and TAP programs. CMAP staff also updated the committee on the obligations in STP and CMAQ so far this year. The region has obligated \$54 million in CMAQ so far, this fiscal year and \$91 million in STP-Local funds.



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The Transportation Committee received requests from Lincolnshire, Lake Zurich and Volo to reclassify 11 roads. Each route was discussed, including the location, ADT's and characteristics of each proposed change. After discussion the committee voted to send the requests to today's Full Council meeting, and they will be later on today's agenda.

The Committee discussed a resolution for the disposition of federal transportation planning funds and professional staff assistance. This is an annual resolution that directs the regional planning funds to LCDOT to provide staff assistance through the Council of Mayors. The Transportation Committee voted to recommend approval of the resolution at today's Council meeting.

Staff gave the committee an update on new GATA requirements, including routine reporting requirements for federal projects and communities' MFT allocations.

Council staff also walked the committee through changes to the proposed STP methodology for the Council's program. The changes were recommended based on comments from Lake County communities, CMAP staff and FHWA. The revised proposal is included on the agenda later today.

4. Functional Classification Change Request-Village of Lincolnshire

Mr. Klemens presented the Village of Lincolnshire's requests to the Full Council. Mr. Klemens informed the committee that the Transportation Committee reviewed the requests and recommended the Full Council approve them. Mr. Klemens 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 two roadways from local streets to minor collectors. The first route is Knightsbridge Parkway Between Milwaukee Avenue and Schelter Road. The second roadway is Schelter Road, Heathrow Drive, and Bond Street taken together between Half Day Road (RTE 22) and Aptakisic Road.

A motion to approve and forward all three requests to IDOT for approval was made by Mayor MacGillis and seconded by Anne Marin, the motion was approved unanimously by a voice vote.

5. Functional Classification Change Request-Village of Lake Zurich

Mr. Klemens presented the Village of Lake Zurich's requests to the Full Council. Mr. Klemens informed the committee that the Transportation Committee reviewed the requests and recommended the Full Council approve them. Mr. Klemens 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. The first request is for Bristol Trail Road between Quentin Road and Old Mill Grove Road. The second request is for Ensell Road between Quentin Road and Oakwood Road, the request is to change from a local road to a minor collector. The third request is Golfview Road between Summit Road and US Route 12, the request is from a local road to a minor collector. The fourth request is for Surryse Road between Old Mill Grove Road and Old Rand Road, the request is from a local road to a minor collector.

A motion was made to approve and send all five requests to IDOT for approval by Kevin Carrier and seconded by Mayor MacGillis. The motion passed unanimously on a voice vote.

6. Functional Classification Change Request-Village of Volo

Mr. Klemens presented the Village of Volo's request to the Full Council. Mr. Klemens informed the committee that the Transportation Committee reviewed the requests and recommended the Full Council approve them. The Village is requesting to change the functional classification of two roadways from local streets to minor collectors, two roadways from a local street to a major collector and one future roadway extension to a major collector.

The first request was for the Ellis Drive Extension between US Route 12/IL 59 and Gilmer Road. The proposed extension of N Ellis is in the Village's Transportation Comprehensive plan and construction of the extension is



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anticipated within the next 5 years. The Village's request is to add this roadway extension to the functional classification system as a major collector.

The second request is for Hartigan Road between US 12/IL 59 and Terra Springs Drive. The request is for a reclassification from a local road to a major collector. The third request is for Terra Springs Drive between Hartigan Road and Nippersink Road reclassification from a local road to a minor collector. The fourth request is for N. Ellis Drive between IL 120 and Gilmer Road, the Village is seeking reclassification from a local road to a major collector. The fifth and final request is for Niagara Drive between Ellis Drive and Fish Lake Road for reclassification from a local road to a minor collector.

A motion was made to approve and send all five requests to IDOT for approval by Mike Brown and seconded by Bob Phillips. The motion passed unanimously on a voice vote.

7.7. Resolution 050919LCC-12

Mr. Klemens presented this item that is related to the annual resolution regarding the disposition of federal transportation planning funds for professional staff assistance to the Lake County Council of Mayors for FY 20 and the distribution of these funds to Lake County DOT. In order for LCDOT to continue to provide the planning liaison services to the Council, a resolution is needed every year from the Council authorizing this to occur and asking for the funds to be directed to LCDOT. Mr. Klemens informed the committee that the item on the agenda is to recommend the resolution for approval by the Council to allow CMAP to distribute approximately \$170k of feds funds to the County for Planning Liaison staff assistance. The County contributes approximately \$87k in local matching funds to the grant and the balance of Council staff salaries/benefits.

A motion was made by Anne Marrin with a second by Maria Lasday to approve of the resolution. The motion passed unanimously on a voice vote.

8. STP-Shared Fund Bonus Points

Mr. Klemens presented the scores for the projects in the Lake County Council that applied for the STP Bonus points. There were a total of 6 projects in the Lake County Council that applied for the STP Shared fund. Mr. Klemens informed the committee that the Council gets a total of 25 bonus points and can't award more than 15 to a single project. Based on the approved Council policy, the Council will award 15 points to the highest scoring project and 10 points to the second highest scoring. The top scoring project was Lake County DOT's Deerfield Road project and the second highest scoring project was Lake Bluff's application for US 41 and IL 176.

Mr. Klemens informed the Council that there was some confusion about the scoring for the projects at the Transportation Committee meeting and that staff went back and confirmed all of the projects scores. A question was raised about the LCDOT project at IL 59 and Grand Avenue from Anne Marin, she stated the Village planned to be a participant in the project and asked if the points for multiple agencies were given. Mr. Klemens stated that the points for Fox Lake's participation were not included and that adding them would move the project up one ranking but would not change the top two projects to be awarded points.

A motion to approve the top two scoring projects receiving the Lake County Council's bonus points was made by Mayor Ryback and seconded from Mayor Rockingham. The motion passed unanimously on a voice vote.

9. Current Lake County STP Program

Mr. Klemens informed the committee that a copy of the current program was included in the meeting materials for the meeting. Mr. Klemens reported that the Council had four projects on the April letting and unfortunately all four projects came in over the engineer's estimates. The April IDOT letting had many projects that came in over bid, including 23 in District One and 42 statewide, it was not unique to Lake County. Staff did receive requests from the Villages of Fox Lake and Round Lake Beach seeking additional federal funds to cover the overages, and staff in the



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interest of time did submit those requests to CMAP staff who is managing the regional fiscal constraint of the program. CMAP staff informed the Council staff that neither request would be able to be accommodated because the region did not have the additional funds to be able to award to projects and maintain the required fiscal constraint.

Mr. Klemens informed the committee that the region typically receives about \$135 million per year in STP funds and that in FY19 there is approximately \$246 million programmed. CMAP staff has honored their commitment to fund projects in all of the Council's programs by seeking additional programming authority from IDOT, so rather than having to delay projects CMAP has been able to get access to additional federal dollars for the region. While the requests for additional funds were not able to be accommodated, the Lake County Council of Mayors has spent more STP funds than any other council including the City of Chicago and so has received far more than the Council could have ever advanced funded under the old system of rules. Mr. Klemens informed the committee that all four of the projects will be moving forward but will have to do so with additional local funds to cover the cost overages.

Mr. Klemens also informed the Council that there was a discussion about projects in the current program being grandfathered into the new program at the Transportation Committee. Staff wanted to make everyone aware that as projects move out beyond FY2020 they will be grandfathered into the new program which means there will be less funds available for new projects to be added. As the program currently sits there are about 2 years' worth of projects that will be grandfathered into the new program, which leaves about 3 years' worth of money for new projects.

10. LCCOM STP Guidebook Status Update

Mr. Klemens gave the Council a presentation on the current 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 and the proposal has been further revised based on meetings with communities, comments from CMAP staff and FHWA staff. This is the 24th revision made to the draft in the 18 months since the first draft was written.

Mr. Klemens walked the Council through the details of the draft'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 Council through the proposal and how the new process will work. The first item discussed was the Council's Implementation Policies. 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. Mr. Klemens paused the presentation to have a discussion with the Council about whether or not stand-alone bike and pedestrian facilities should be included as an eligible project type for funding. After a lively discussion, the Council consensus was that stand-alone bike and pedestrian projects not be included for the 2020 call for projects but staff will use the Council's scoring system to evaluate bike path facilities that applied for CMAQ and TAP funds in 2019 to see how they would have scored in the Council's upcoming call for projects. The Council will then consider if they should be an approved project type for the future 2022 call for projects.

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 via trainings for local staff and consultants, designated project managers and required quarterly status updates.



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In addition to managing each project from a local Council point of view, the program will need to be managed through the required Active Program Management (APM) policies and procedures. 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.

After presenting the recommended program, Mr. Klemens asked the Council to approve release of the draft for a 30-day public comment period. Mr. Klemens informed the Council that FHWA wants all the Councils to have a robust public outreach effort as a part of the development of the new rules. Mr. Klemens informed the Council that the draft would be put on the Council website and comments would be solicited for 30 days.

A question was asked about the \$1 million cap for pavement rehabilitation projects, Mr. Klemens clarified that the cap applies to a single project, for the overall program the Council would fund up to 20% of the annual allotment towards projects in the pavement rehabilitation category. Given the estimated programming marks it is anticipated the Council would have a little over \$2 million per year for those types of projects. A question was asked about curb repair and sidewalk improvements as a part of a resurfacing project. Mr. Klemens responded that a resurfacing project through IDOT can do sidewalk repair but a LAFO project cannot, so if those elements are included in a project the project may require different processing at IDOT, but it is the intent of the Council's program to allow those types of auxiliary repairs as a part of those types of projects.

A motion was made Mayor Ryback and a second was made by Mayor MacGillis to release the draft STP Methodology Guidebook for a 30-day public comment period. The motion passed unanimously on a voice vote.

13. Other Business

Kevin Carrier from LCDOT introduced a new Planner at LCDOT, Stephanie Brown who was recently hired and will be assisting with some of the PL Duties with the Council. Stephanie comes to LCDOT with a background in both the public and private sector and LCDOT is excited to have her on board.

Mr. Klemens announced that IDOT is having a webinar on May 16th on Local Highway Safety Improvement Program (HSIP) and details can be sent out to the committee.

14. Public Comment

There was no public comment.

15. Next Meeting

The next meeting of the Council is scheduled for August 1st, 2019.

16. Adjournment

A motion to adjourn was made by Mayor MacGillis and seconded by Mayor Rockingham, the meeting adjourned at 10:31 am.