

MCHENRY COUNTY COUNCIL OF MAYORS MEETING MINUTES

Thursday, May 19, 2016

2:00 PM

McHenry County Division of Transportation office – Main Conference Room
16111 Nelson Road, Woodstock, IL

1. CALL TO ORDER

Chairman Mack called the meeting to order at 2:00 p.m.

A. Roll Call/Introductions (Sign-In Sheet)

The meeting had a quorum (minimum of 7 members).

Council Members Present:

1. Village of Algonquin - Michele Zimmerman
2. Village of Bull Valley - Emily Berendt
3. Village of Cary - Erik Morimoto
4. City of Crystal Lake - Abby Wilgreen
5. Village of Fox River Grove - Robert Nunamaker
6. Village of Harvard - Dave Nelson
7. Village of Huntley - Tim Farrell
8. Village of Johnsburg - Claudett Peters
9. City of McHenry - Jon Schmitt
10. Village of Oakwood Hills - Paul Smith
11. Village of Prairie Grove - Stan Duda
12. Village of Ringwood - Rick Mack, President (Chairman of McCOM)
13. City of Woodstock - Jeff Van Landuyt
14. McHenry County - Jeff Young

Staff Present:

1. McHenry County Council of Mayors - Janell Jensen, Planning Liaison

Others Present:

1. Baxter & Woodman - Danschug
2. CMAP - Berenice Vallecillo
3. City of Crystal Lake - Jeff Mawdsley
4. HR Green - Jeff Strzalka
5. IDOT - Alex Househ
6. IDOT - Marnie Hooghkirk
7. IDOT - Gerardo Fierro
8. McHenry County DOT - Sidney Kenyon
9. McHenry County DOT - Scott Hennings
10. Pace - Mary Donner
11. Tollway - Vicky Czuprynski

- 12. Village of Bull Valley - Ed Ellinghausen
- 13. Village of Prairie Grove - Tim Carone
- 14. Woodstock Transportation Commission - Andrew Celentano

2. AGENDA APPROVAL

- B. Approval of the agenda for the March 17, 2016, McHenry County Council of Mayors meeting.

A motion was made by Mr. Duda, seconded by Mr. Nelson, to approve the agenda as presented. The motion carried unanimously.

3. MINUTES APPROVAL

- A. Approval of the minutes for the January 7, 2016, McHenry County Council of Mayors meeting.

A motion was made by Mr. Duda, seconded by Mr. Young, to approve the minutes as presented. The motion carried unanimously.

4. PROGRAM & AGENCY UPDATES

- A. IDOT Highway Report – Marnie Hooghkirk

Ms. Hooghkirk provided the updated IDOT Transportation Improvement Program status sheets and indicated the changes are highlighted in bold.

Ms. Hooghkirk gave an update on the U.S. Route 14 reconstruction project and indicated the low bid amount.

Ms. Hooghkirk indicated that IDOT is still waiting on Springfield to release their new program.

- B. Pace Report – Mary Donner

Ms. Donner passed out a “Driving Development for Economic Growth” brochure.

- C. Metra Update – Rick Mack

Chairman Mack indicated that Metra is continuing to install Positive Train Control (PTC) on all their lines. Chairman Mack said Union Pacific and Burlington Northern Santa Fe (BNSF) are installing PTC on their lines. Chairman Mack mentioned the installment is running on schedule and planned to be completed by the end of 2018, which the deadline given by Congress to railroads. Chairman Mack indicated that in mid-2019 PTC will be operational. Chairman Mack mentioned it takes six months to troubleshoot the new PTC system.

- D. RTA Update – Andy Plummer

Representative not present, agency report was later posted on McHenry County Council of Mayors’ website page.

- E. McHenry County Division of Transportation Update – Jeff Young
Mr. Young provided a construction status handout. Mr. Young mentioned that the Randall Road project is going to Committee of the Whole meeting. Mr. Young gave an update on Charles-Raffle roundabout project and indicated it is currently on hold.

Mr. Young mentioned that staff (Scott Hennings) is working with RTA and IDOT on a new Transportation Network Company (TNC) Shared Use Mobility pilot program.
- F. Illinois Tollway Update
Ms. Czuprynski gave an update on I-90 and indicated that by end of June traffic will be at its final configuration. Ms. Czuprynski indicated on July 5, 2016, new tolling will begin on IL-390. Ms. Czuprynski mentioned the Tollway is continuing to work on the master plan for the Tri-State Tollway with construction tentatively scheduled for 2020. Ms. Czuprynski stated that the Tollway is working with Pace installing wider shoulders on I-90 and Pace is constructing Park-n-Rides.
- G. IDOT STP Local Program Update – Gerardo Fierro
Gerardo Fierro handed out the Local Roads & Streets Status Sheet for Federal Aid Projects located in McHenry Regional Council.
- H. CMAP Report – CMAP staff
Ms. Vallecillos stated that the deadline for FLIP applications has been extended to June 3, 2016.

Ms. Vallecillos passed out flyers about the online ON TO 2050 plan survey. Ms. Vallecillos indicated that CMAP will be starting their BIG IDEAS forums, which is part of CMAP's public outreach for their ON TO 2050 regional plan. Ms. Vallecillos passed out flyers for the forum.
- I. Executive Council of Mayors Committee Report – CMAP staff
See agenda item 4.H.

5. PLANNING LIAISON CONTRACT

- A. A Resolution Approving the Intent and Concurrence Regarding the Disposition of Federal Metropolitan Planning Funds and Professional Staff Assistance to the McHenry County Council of Mayors for State Fiscal Year 2017.
Mrs. Jensen indicated that this resolution is for her job position. Mrs. Jensen said it's the same amount of money from last year. Mrs. Jensen said McHenry County provides the local share, which is 20%.

Mrs. Jensen stated that the job description did not have any substantive changes from last year.

A motion was made by Mr. Nunamaker, seconded by Mr. Schmitt, to approve the resolution as presented. The motion carried unanimously.

6. MCHENRY COUNTY COUNCIL OF MAYORS SURFACE TRANSPORTATION PROGRAM

- A. Approving the revised Surface Transportation Program (STP) schedule for FFY 2016-2020.

Mrs. Jensen went over the revised changes, which reflects the MYB list projects being added to the program. Mrs. Jensen indicated our council still needs to advance funds (AF) all of our projects on our STP program. Mrs. Jensen went over the AF request procedure. Discussion on how projects are slated on the STP program ensued.

A motion was made by Ms. Berendt, seconded by Mr. Young, to approve the revised STP schedule. The motion carried unanimously.

7. LOGO DESIGN

- A. Approving a logo design for McHenry County Council of Mayors.

The council discussed the proposed logos that Janell Jensen designed. The council voted on four logo designs: Option A - 0 votes, Option B - 11 votes, Option C - 0 votes and Option D - 1 vote. Based on the vote, Option B with an alternate black-n-white option is the official McHenry County Council of Mayors logo.

8. PLANNING LIAISON REPORT

Mrs. Jensen reminded municipalizes to take CMAP's Municipal Survey, which the deadline has been extended to this Friday, May 20, 2016.

Mrs. Jensen indicated that the ON TO 2050 Survey is available until June 13, 2016.

Mrs. Jensen mentioned that she will be using Constant Contact email expediting service instead of MailChimp for council of mayors meeting packets and news/event announcements.

Mrs. Jensen announced CMAP's Census Program for Urban Planning free workshop will be held on Wednesday, June 15, 2016, from 10:00-11:30 am at CMAP's office (233 S. Wacker Dr, Suite 800, Chicago, IL).

Mrs. Jensen indicated that IDOT's Letting Schedule was updated on May 4, 2016, with an updated to the March 2017 letting date (3/10/2017 to 3/3/2017).

Mrs. Jensen went over the upcoming call for projects. Mrs. Jensen indicated the CMAQ/TAP Call for Projects is planned to be released by CMAP in January, 2017, and the current project selection criteria is not anticipated to have any major changes. Mrs. Jensen indicated the Safe Routes to School Call for Projects is planned to be released by IDOT during the Fall of 2017.

Mrs. Jensen indicated that CMAP's Local Technical Assistance (LTA) program and RTA's Community Planning program joint Call for Projects was canceled due to the state budget issues. Mrs. Jensen mentioned that the agencies intend to resume the call for projects in 2017

Mrs. Jensen went over the current call for projects. Mrs. Jensen indicated the Regional Transportation Authority (RTA) is accepting Access to Transit Improvement Program applications till 3:00 pm on Thursday, October 20, 2016. This program is for small-scale projects that increase pedestrian and bicycle access to the transit system, along with the ability to increase transit ridership.

Mrs. Jensen indicated the Illinois Department of Transportation (IDOT) IDOT is accepting applications for Local Highway Safety Improvement Program – Fiscal Year 2017 till Wednesday, June 15, 2016. This program funds all phases of a project (preliminary engineering, design, construction and construction engineering). Projects should improve a location/feature, or address a highway safety need that's contributing to severe roadway crashes.

Mrs. Jensen indicated the Illinois Department of Transportation (IDOT) IDOT is accepting applications for 2016 ITEP Cycle till June 17, 2016. Mrs. Jensen mentioned ITEP is mainly for bike and pedestrian improvements.

Mrs. Jensen mentioned that all upcoming and active call for projects can be found on the council of mayors' website.

9. OTHER BUSINESS / ANNOUNCEMENTS

- A. An ON TO 2050 workshop will be held immediately following this Council of Mayors meeting in the same meeting location. CMAP staff will be present to assist in this workshop and to receive input on the new comprehensive regional plan.

Mr. Schmitt indicated that many cities have been meeting regarding joint purchasing, which the next meeting is Tuesday, June 28, 2016.

10. NEXT MEETING DATE AND LOCATION

The next meeting will be Thursday, July 21, 2016, at 2:00 p.m. at the Crystal Lake City Hall building, council chambers, 100 W. Woodstock Street, Crystal Lake, IL.

11. ADJOURNMENT

A motion to adjourn was made by Mr. Duda and seconded by Mr. Smith. The meeting was adjourned at 2:37 p.m. The motion carried.