

MCHENRY COUNTY COUNCIL OF MAYORS MEETING MINUTES

Thursday, September 22, 2016

2:00 PM

McHenry County Division of Transportation office – Main Conference Room
16111 Nelson Road, Woodstock, IL 60098

1. CALL TO ORDER

Chairman Mack called the meeting to order at 2:01 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 - Bob Mitchard
2. Village of Bull Valley - Richard Vance
3. Village of Cary - Erik Morimoto
4. City of Crystal Lake - Abby Wilgreen
5. Village of Fox River Grove - Bob Nunamaker
6. Village of Huntley - Tim Farrell
7. Village of Lake in the Hills - Fred Mullard
8. City of Marengo - Josh Blakemore
9. City of McHenry - Jon Schmitt
10. Village of Oakwood Hills - Paul Smith
11. Village of Ringwood - Rick Mack, President (Chairman of McCOM)
12. City of Woodstock - Jeff Van Landuyt
13. McHenry County - Jeff Young

Staff Present:

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

Others Present:

1. Baxter & Woodman - Jason Fluhr
2. CMAP - Kama Dobbs
3. CMAP - Barbara Zubek
4. CivilTech Engineering, Inc - Derek Mau
5. City of Crystal Lake - Jeff Mawdsley
6. City of Woodstock (Transportation Commission) - Andrew Celentano
7. Ciorba Group - Tony Wolff
8. HLR Engineering - Amy McSwane
9. HR Green - Jeff Strzalka
10. IDOT - Alex Househ
11. IDOT - Marnie Hooghkirk
12. McHenry County DOT - Scott Hennings

- 13. Pace - Mary Donner
- 14. RTA - Andy Plummer
- 15. TranSystems - Todd Bright
- 16. Traffic Control Corporation - Brian Plum

2. AGENDA APPROVAL

- B. Approval of the agenda for the September 22, 2016, McHenry County Council of Mayors meeting.

A motion was made by Mr. Nunamaker, seconded by Mr. Young, to approve the modified agenda that moved agenda item 6.A. ahead of 5. The motion carried unanimously.

3. MINUTES APPROVAL

- A. Approval of the minutes for the July 28, 2016, McHenry County Council of Mayors meeting.

A motion was made by Mr. Young, seconded by Mr. Blakemore, 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 sheet. Ms. Hooghkirk indicated that there is one project in the area, US 14 bridge over the Kishwaukee River, tentatively scheduled on the November 4, 2016, letting.

Ms. Hooghkirk mentioned that the FY 2017 program is now on IDOT's website.

- B. Pace Report – Mary Donner

Ms. Donner indicated that the Pace's Economic Development PowerPoint presentation will be emailed out after today's meeting (via Mrs. Jensen) to council members.

Ms. Donner mentioned that Pace's 2017 budget hearing will be held on October 26, 2016, from 4:30 - 5:30 pm at Crystal Lake City Hall building in the council chambers.

- C. Metra Update – Rick Mack

Mr. Mack went over Metra's Community Enhancement Program for train station improvements and a brochure was passed out.

Mr. Mack indicated that Metra staff developed a list of budget cuts/efficiencies for their 2017 budget and a handout regarding it was passed out. Mr. Mack mentioned that Metra Board is expected to approve the proposed 2017 budget at their October

14, 2016 meeting. Mr. Mack indicated that Metra will have public hearings the first week in November, but they have not be scheduled yet.

D. RTA Update – Andy Plummer

Mr. Plummer passed out two handouts, RTA Transit Signal Priority and RTAMS Visioning Survey Summary. Mr. Plummer went over the RTA Transit Signal Priority that gives traffic signal priority to fixed route buses running late and extra “green” time to those buses to keep them on-schedule. Mr. Plummer indicated that there are none currently planned for McHenry County area.

Mr. Plummer went over RTAMS website, which has a lot of data available.

E. McHenry County Division of Transportation Update – Jeff Young

Mr. Young mentioned a new canoe launch by County Line. Mr. Young went over the county’s resurfacing projects that are going on this Fall.

F. Illinois Tollway Update

Representative not present.

G. IDOT STP Local Program Update – Alex Househ

Mr. Househ handed out the Local Roads & Streets Status Sheet for Federal Aid Projects located in McHenry Regional Council.

H. CMAP Report – Kama Dobbs

Ms. Dobbs indicated that as of the end of August the region has spent about 56 percent of the STP mark for FFY 2016, which does not includes the September or November lettings (are in FFY 2016). Ms. Dobbs mentioned we’ve exceed the STP allotment by 7 percent, so we’re spending into our region’s unobligated balance.

Ms. Dobbs indicated CMAP is working on the region’s next long-range plan, ON TO 2050. Ms. Dobbs mentioned that CMAP staff has been working with implementers throughout the region over the last couple months to compile a list of regionally significant projects. Ms. Dobbs indicated that the regionally significant projects list was recently released for public comment period. Ms. Dobbs went over the criteria for being considered regionally significant.

Ms. Dobbs went over the proposed US DOT MPO Rulemaking and the potential merger with neighboring Wisconsin and northwest Indiana Metropolitan Planning Organization’s (MPO). Ms. Dobbs referenced many comment letters were sent out against this proposed rule from agencies within our region. Mrs. Jensen indicated that McHenry County Council of Mayors sent in a public comment letter against this

proposed rulemaking, which was signed by our Executive Director Scott Hennings on our council's behalf (due to public comment period narrow timeframe).

Ms. Dobbs went over the proposed constitutional "lockbox" amendment that is on the November 8, 2016, election. Ms. Dobbs indicated CMAP has concerns regarding the language/lack of language in the amendment and potential effect on local municipalities.

Ms. Dobbs thanked everyone who contributed their insights and perspectives during CMAP's first round of public engagement for ON TO 2050 plan. Ms. Dobbs indicated CMAP met with over 100 groups across the seven counties and have thousands of comments so far. Ms. Dobbs mentioned that CMAP has compiled all the comments into the Emerging Priority Report, which is expected to be voted on by CMAP Board in October, 2016. Ms. Dobbs mentioned this report sets the theme for the development of ON TO 2050 plan.

Ms. Dobbs said the next Council of Mayors Executive Committee meeting is scheduled for October 25, 2016. Ms. Dobbs indicated that the proposed Surface Transportation Program (STP) Programming Marks table for FFY 2017 will be on the October 25th meeting agenda for approval.

Ms. Dobbs introduced a new CMAP staff member, Barbara Zubek. Ms. Dobbs indicated that Ms. Zubek was formerly a Planning Liaison with Southwest Council.

- I. Executive Council of Mayors Committee Report – Kama Dobbs
See agenda item 4.H.

5. FUNCTIONAL CLASSIFICATION REVISIONS

- A. A Resolution Approving the County Wide Functional Classification Revisions by the Illinois Department of Transportation.

Mrs. Jensen indicated that at the council's July 28, 2016, meeting this agenda item was only discussed.

Mrs. Jensen indicated that she received comments from the Village of Lake in the Hills, City of Marengo, Village of Richmond, Village of Wonder Lake and Village of Cary.

Mrs. Jensen mentioned that she worked with municipalities to get additional documentation that was needed for IDOT's review of their proposed changes. Mrs. Jensen indicated that the council member's recommended changes with supporting documentation were submitted to IDOT for their review, which there were a total of ten (10) requests. Mrs. Jensen mentioned that IDOT reviewed said requests and 7 out of the 10 were approved by IDOT. Mrs. Jensen indicated that the approval for Acorn Lane

(Crystal Lake Road to Indian Trail) is temporary in nature, since IDOT recognized the active STP project.

Mrs. Jensen went over IDOT's proposed functional classification changes.

Council members did not have any additional functional classification revisions/comments to add.

A motion was made by Mr. Mullard, seconded by Mr. Mitchard, to approve IDOT's County Wide Functional Classification Revisions as presented. The motion carried unanimously.

6. MCHENRY COUNTY COUNCIL OF MAYORS SURFACE TRANSPORTATION PROGRAM

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

- i. Approving moving the City of Crystal Lake's Crystal Lake Avenue/Main Street project from FFY 2017 to FFY 2018 on the STP 5-year program (TIP # 11-10-0006).

Mrs. Jensen indicated that the City of Crystal Lake is requesting to move the Crystal Lake Avenue/Main Street project from federal fiscal year (FFY) 2017 to 2018 on the council's 5-year STP program, since the project is now targeting a November 17, 2017, letting date. Mrs. Jensen indicated that our council's STP program can accommodate moving this project to a later FFY.

A motion was made by Mr. Nunamaker, seconded by Mr. Smith, to approve the requested FFY change. The motion carried unanimously.

- ii. Approving the Project Scope Change for the Village of Lake in the Hills' Acorn Lane project (TIP # 11-13-0006).

Mrs. Jensen indicated that since our council's Methodology is currently silent on project scope changes, having the request before the council for consideration (approval/denial) is the best course of action.

Mrs. Jensen indicated that the Acorn Lane resurfacing project from Randall Road to Oakleaf Road by the Village of Lake in the Hills was originally awarded Surface Transportation Program (STP-L) funding during the Council's 2012 Call for STP Projects. Mrs. Jensen indicated that the project construction/construction engineering cost are lower than the original 2012 programmed STP cost. Mrs. Jensen mentioned that the village is not requesting a cost increase due to the proposed project scope change.

Mr. Mullard indicated that it was originally planned as a 2016 project, but ended up pushing it back due to water main work in the area. Mr. Mullard mentioned that it did not make sense to resurface the road and later tear it up due to water main project.

Mr. Mullard indicated that the portion between Randall Road and Crystal Lake Road was getting so bad that waiting until 2017 was not going to be possible, so the village choose to do that with their in-house MFT money.

Mrs. Jensen referenced the Location Map that is included in the meeting packet that shows the proposed project scope change limits and the original project limits, which depicts an overlap of the original project limits.

A motion was made by Mr. Mitchard, seconded by Mr. Schmitt, to approve the requested project scope change. The motion carried unanimously.

7. PLANNING LIAISON REPORT

Mrs. Jensen mentioned that CMAP is hosting an ON TO 2050 Big Ideas Forum about Designing the Future: Gen X & Millennials in 2050 on October 27, 2016, from 10:00 - 11:30 am in Chicago at the University of Illinois at Chicago. Mrs. Jensen indicated that the forum is free.

Mrs. Jensen reminded the council of the upcoming Call for Projects. Mrs. Jensen indicated that Congestion Mitigation and Air Quality (CMAQ) & Transportation Alternative Program (TAP) next joint Call for Projects is planned to be release by CMAP on January 6, 2017, with applications due March 3, 2017. Mrs. Jensen reminded the council that TAP only funds bicycle facility projects. Mrs. Jensen indicated that CMAQ is for reducing congestion/improving air quality and a road widening/new road/resurfacing would not be applicable. Mrs. Jensen indicated that in advance of application deadline, CMAP will hold an application prep webinar this year. Mrs. Jensen indicated that the next Local Technical Assistance Program (LTA) Call for Projects is anticipated to be released by CMAP during the Spring of 2017. Mrs. Jensen indicated that the next Truck Access Route Program (TARP) Call for Projects is planned to be released by IDOT during the Fall of 2017. Mrs. Jensen indicated that the next Safe Routes to School (SRTS) Call for Projects is planned to be released by IDOT during the Fall of 2017. Mrs. Jensen indicated that the next Illinois Transportation Enhancement Program (ITEP) Call for Projects is anticipated to be released by IDOT during the Spring of 2018.

Mrs. Jensen reminded that the only active Call for Project is the Access to Transit Improvement Program by the Regional Transportation Authority (RTA). Mrs. Jensen indicated that RTA is accepting applications till October 20, 2016.

Mrs. Jensen mentioned that all Call for Projects information can also be found on the council's website or by contacting Mrs. Jensen.

8. OTHER BUSINESS / ANNOUNCEMENTS

Mr. Young mentioned that if a municipality has any projects that involve a county highway to please involve McHenry County Division of Transportation early on. Mr. Young directed municipalities to contact Scott Hennings, Principal Transportation Planner, first with their project/partner participation proposal.

Mrs. Jensen responded to a council member's question that IDOT should be announcing the approved ITEP applications for ITEP cycle 12 (FY 2016) this Fall, 2016.

9. NEXT MEETING DATE AND LOCATION

The next meeting will be Thursday, November 17, 2016, at 2:00 p.m. at the Village of Huntley Municipal Complex, village board room, 10987 Main Street, Huntley, IL 60142.

10. ADJOURNMENT

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