

MCHENRY COUNTY COUNCIL OF MAYORS MEETING MINUTES

Thursday, May 28, 2015

2:00 PM

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

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 - Bob Mitchard
2. Village of Bull Valley - Emily Berendt
3. Village of Cary - Erik Morimoto
4. City of Crystal Lake - Abby Wilgreen
5. City of Harvard - Dave Nelson
6. Village of Huntley - Tim Farrell
7. Village of Johnsburg - Claudett Peters
8. City of McHenry - Derik Morefield
9. Village of Prairie Grove - Jeannine Smith
10. Village of Ringwood - Rick Mack, President (Chairman of McCOM)
11. City of Woodstock - Paul Ruscko
12. McHenry County - Jeff Young

Staff Present:

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

Others Present:

1. Baxter & Woodman - Michael Plant
2. City of Crystal Lake - Jeff Mawdsley
3. City of Crystal Lake - Jonathon Hagenow
4. City of McHenry - Chad Pieper
5. City of McHenry - Jon Schmitt
6. City of McHenry - Rich Stull
7. Ciorba Group - Joe Attanaseo
8. CivilTech - Gary Blazer
9. CMAP - Kama Dobbs
10. HLR, Inc. - Amy McSwane
11. HR Green - Akram Chaudhry
12. HR Green - Tim Hartnett
13. IDOT - Gerardo Fierro
14. IDOT - Sue Palmer

15. Illinois Tollway - Bunny Anderson
16. McHenry County DOT - Kirsten Mellem
17. McHenry County DOT - Scott Hennings
18. McHenry County DOT - Wally Dittrich
19. Pace - Mary L. Donner
20. TranSystems - Todd Bright
21. Village of Bull Valley - Ed Ellinghausen

2. AGENDA APPROVAL

- A. Approval of the agenda for the May 28, 2015, McHenry County Council of Mayors meeting.

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

3. MINUTES APPROVAL

- A. Approval of the minutes for the March 19, 2015, McHenry County Council of Mayors meeting.

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

4. MCHENRY COUNTY COUNCIL OF MAYORS ELECTION

Mrs. Jensen said we do elections every odd year, so the next year elections would be May 2017. Mrs. Jensen said the Chair and Vice-Chair represent our council at the Council of Mayors Executive Committee, which is held at CMAP. Mrs. Jensen said if Mr. Mack (Chair) can't attend, then the Vice-Chair would attend, which is currently Mr. Nunamaker. Mrs. Jensen indicated that Chair and Vice-Chair have to either be a president or mayor.

- A. Approval of Chair for the McHenry County Council of Mayors.

Chairman Mack indicated that he stated at the last meeting he was going to run again for chair. A motion was made by Mr. Nelson, seconded by Ms. Peters, to nominate and approve Mr. Mack as the Chair. The motion carried unanimously.

- B. Approval of Vice-Chair for the McHenry County Council of Mayors.

Chairman Mack recommended that we make a motion to nominate Mr. Nunamaker. A motion was made by Mr. Mitchard, seconded by Mr. Ruscko, to nominate and approve Mr. Nunamaker as the Vice-Chair. The motion carried unanimously.

5. PROGRAM & AGENCY UPDATES

- A. IDOT Highway Report – Sue Palmer

Ms. Palmer said the governor release our 2016-2021 proposed Highway Improvement Program (handed out). Ms. Palmer provided the updated IDOT Transportation Improvement Program status sheets.

Ms. Palmer announced that she is retiring from IDOT effective June 30, 2015. Ms. Palmer indicated that Marnie Hooghkirk will replace her as McHenry County's IDOT Area Programmer (handed out Marnie's contact information).

Mrs. Jensen indicated that Marnie's contact information can also be found on McHenry County Council of Mayors website under IDOT tab.

B. Pace Report – Mary Donner

Ms. Donner said Pace is still working hard regarding the cutbacks in ADA services.

Ms. Donner said they are working very closely with McHenry County Division of Transportation on 550 Route that will be coming up from Elgin to Crystal Lake area. Ms. Donner stated we are now in the stage of looking into where bus stops might be along Randall Road route and also contacting the cities. Ms. Donner said still targeting an August/September start date.

C. Metra Update – Rick Mack

Chairman Mack said like Pace and CTA we are monitoring the proposed cuts in Springfield. Chairman Mack said like everyone else we don't know what they're going to be. Chairman Mack said the governor proposal would cut about 20 million dollars from Metra's state budget.

Chairman Mack said on the mobile ticketing, Metra is continuing to vet that program internally and try to work out the bugs. Chairman Mack said they are targeting this fall to release it to all our riders for mobile ticketing.

D. RTA Update – Andy Plummer

Mr. Plummer was not present, but his RTA Report was handed out.

E. McHenry County Division of Transportation Update – Jeff Young

Mr. Young provided the McHenry County DOT's project status handout and went over it. Mr. Young said Miller Road is well under way with construction. Mr. Young said we have a number of bridge projects scheduled for this summer.

Mr. Young said our 5-year Transportation Program is scheduled for County Board approval next Tuesday. Mr. Young said Scott Hennings has the number for McRide expansion.

Mr. Hennings said March 2015 was the first month that McRide expanded into five new cities, which were Huntley, Johnsburg, Harvard, Marengo and Ringwood. Mr. Hennings stated that we got preliminary numbers and it looks like ridership increased to 9,500 that month, which is like a 21% increase from February or a 31% increase from March of last year. Mr. Hennings indicated 38% of the trips were for work, so over a third.

F. Illinois Tollway Update – Bunny Anderson

Ms. Anderson passed out handouts and I-90 brochure.

Ms. Anderson went over the construction of three Pace park-n-ride locations along the I-90 corridor.

Ms. Anderson went over the Smart, State-of-the-Art, 21st Century Corridor, which is detailed on the I-90 Eastern Segment brochure.

Ms. Anderson said part of our I-90 construction is the Fox River bridge. Ms. Anderson we are widening it from three lanes to four lanes. Ms. Anderson we are gonna have to do a traffic shift this year. Ms. Anderson said that work will start next week, switching westbound traffic over to the eastbound side of the bridge so we can build the westbound bridge. Ms. Anderson said work on westbound side of bridge will be done by the end of this year and eastbound will be done next year.

Ms. Anderson said she included a press release. Ms. Anderson said our board has approved raising the speed limit along three corridors in our roadway system, I-88, I-355 and I-294. Ms. Anderson said it's just not as easy to go out and change the signs as you might think. Ms. Anderson said there is a process that we have to give administrative rule changes in Springfield to get our speed limits raised.

Ms. Anderson said our board approved after going through the first step, which is getting an engineering study to justify the proposal to raise the speed limit, that's been done. Ms. Anderson said we met and got approval from IDOT, that's been done. Ms. Anderson said next we have to go Joint Committee on Administrative Rules (JCAR) in Springfield and that's in process. Ms. Anderson indicated once that's been approved it goes to the Illinois Secretary of State office and we can actually raise the speed limit.

Ms. Anderson mentioned the possibility of raising the speed limit on I-90 corridor after construction has been done on it for a period of time.

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. Dobbs passed out STP Expenditure Report. Ms. Dobbs said it summarizes expenditures through the June letting, which there are only 3 remaining in the year. Ms. Dobbs said the region has obligated just over 82 million dollars, which is only 29% of the regions mark. Ms. Dobbs said the region is not on track at all to expend the new funding from this year, or the 154 million dollars that we carried over from last year.

Ms. Dobbs said obviously you guys are advance funding, so you're doing your part and then some to help us keep that unobligated balance lower and we certainly encourage projects that are ready to keep on moving forward. Ms. Dobbs said other councils just aren't doing as well.

Ms. Dobbs as a region it looks like we don't have a lot of needs because we're not spending our funding and with federal reauthorization looming over us it's hard to say as a region we need money when we're not spending that money that we already have. Ms. Dobbs said so keep that in mind.

Ms. Dobbs passed out CMAQ Expenditure Report. Ms. Dobbs said this report goes through mid-March and shows that the region has obligated nearly 52% of our 162 million dollar obligation goal with four lettings remaining for CMAQ.

Ms. Dobbs said the councils of mayors account for 10.3 million dollars of those obligations, which is over 12% of the total obligations to date. Ms. Dobbs said the councils are doing a great job with the local CMAQ projects and eventually obligated the larger percentage than the regional average.

Ms. Dobbs mentioned that CMAQ has really strict accomplishment milestones, so meeting those milestones is keeping the program moving.

Ms. Dobbs said with the assistance from the Planning Liaisons, staff is currently conducting our semi-annual status updates to confirm that projects are meeting accomplishment goals and to determine what funding will be available for the new program, which is under development now.

Ms. Dobbs said we received 120 CMAQ and TAP applications. Ms. Dobbs said staff is wrapping up our analysis of those and we will be taking the recommended program list out to our focus groups, Traffic Operations and Bike/Pedestrian, early in June. Ms. Dobbs said the Project Selection Committee will receive a recommended program at the end of June. Ms. Dobbs said we expect the Transportation Committee to release the program for public comment in July, with the MPO taking final action on the program in October.

Ms. Dobbs said we have an open call for Local Technical Assistance (LTA) projects that began on May 1st and ends on June 25th. Ms. Dobbs said applications are available on RTA's website. Ms. Dobbs said the LTA program is a joint program with the RTA Community Planning Program.

Ms. Dobbs said as of March 2015 we updated all of our community data snapshots, with new information on housing, educational attainment, household income and other population characteristics. Ms. Dobbs said all of those are available on CMAP's website for your use.

Ms. Dobbs gave a reminder about the 2015 FLIP summer program.

- I. Executive Council of Mayors Committee Report – CMAP staff

6. PLANNING LIAISON CONTRACT

- A. Approval a Resolution of 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 2016.

Mrs. Jensen said in your packet there is a memo explaining what the resolution is for. Mrs. Jensen said it's for renewing a contract that is done annually. Mrs. Jensen said the Council of Mayors get a certain pool of money and what has been done in years past is you redistribute that money to McHenry County. Mrs. Jensen said McHenry County administers the PL program.

Mrs. Jensen said it has gone to the McHenry County Transportation Committee this month and it will go to County Board after the council votes on it.

Mrs. Jensen said McHenry County provides the local share, which is 20%. Mrs. Jensen said it's the same amount of money that we had from the previous year and also from 2014. Mrs. Jensen said there has not been any funding increase for the PL program.

A motion was made by Mr. Young, seconded by Ms. Smith, to approve the resolution as presented. The motion carried unanimously.

7. MCHENRY COUNTY COUNCIL OF MAYORS SURFACE TRANSPORTATION PROGRAM

A. FFY 2015-2019 Surface Transportation Program (STP)

i. STP Schedule for FFY 2015-2019

Mrs. Jensen handed out the council's STP scheduled 5-year program with the MYB projects listed (11" x 17" paper). Mrs. Jensen said it outlines all the projects that are currently programmed and the MYB projects. Mrs. Jensen indicated that the seven MYB projects that are listed are the ones that you'll be going over in the next agenda item.

Mrs. Jensen said this is pretty much the same information that I provided at the last meeting. Mrs. Jensen said it indicates the anticipated actual balance left over for each of the marks. Mrs. Jensen said the 10% increase is guaranteed for projects, but anything over 10% the council would have to approve.

Mrs. Jensen indicated we are currently pretty tight on funding, so if someone were to ask for an increase over 10% that would basically mean some other project would have to be bumped off the council's program.

B. Project Status Update Presentations - MYB List Projects

Chairman Mack gave a recap on the City of Woodstock's voluntary withdrawal of their Lake Shore Drive project (TIP # 11-00-0013) at the last meeting.

Chairman Mack indicated that with Woodstock project removed, it opened up the opportunity for a MYB project to be moved up onto the 5-year program.

Chairman Mack mentioned at the last meeting there was a motion to move the Prairie Grove project (Barreville Rd) up, which was tabled to this meeting. Chairman Mack said the purpose was to come to this meeting and give all the MYB projects an opportunity to provide an update on their projects and then the council can consider moving a project up, if they wish, to replace the Woodstock project.

Chairman Mack opened up the floor for discussion.

Ms. Peters indicated the stage of completion the Church Street project is at and stated that it is the highest ranking MYB project. Ms. Peters respectfully requested that the council consider moving the Village of Johnsburg's Church Street project up onto the Council's 5-year program.

Mr. Mitchard asked what was the value of the Woodstock project. Mrs. Jensen said it was 1.5 million dollars, it was maxed out.

Ms. Smith reiterated that the Village of Prairie Grove respectfully request to move the Barreville Road project up onto the Council's 5-year program. Ms. Smith indicated that they are ready to let and ready to go funding wise on their share.

Mr. Mitchard asked what the past policy has been. Mrs. Jensen indicated that she prepared a memo explaining the procedure, which is in the meeting packet under agenda item 7.C. Mrs. Jensen indicated it summarizes the City of Woodstock removal action and possible options the council has.

Mrs. Jensen said the first option is keep the program as-is without adding any additional projects, to give yourselves more of a buffer for any potential project cost increases.

Mrs. Jensen said the second option is moving the next highest ranking project up, so rank number 1 is Church Street in the Village of Johnsburg. Mrs. Jensen said typically what you see in your methodology is when funding becomes available, the next highest ranking MYB project is moved onto the council's program.

Mrs. Jensen said the third option is moving a MYB project with a higher stage complete status, such as Ms. Smith was mentioning, onto the council's program.

Mrs. Jensen pointed out specific section of the council's methodology referencing options 2 and 3, which was included in the meeting packet.

Chairman Mack asked Ms. Peters if the Church Street project has any land acquisition or any reason that would hold this project up. Ms. Peters responded that all right-of-way acquisition is complete, sees no reason for delays in their fall 2016 letting and the village has committed the local funds.

Chairman Mack confirmed that Ms. Smith is a LAPP project and Ms. Peters includes some widening and intersection improvements.

Ms. Smith went over the history of Barreville Road and ARA funding in 2009, indicating that 50% of the approved funding was removed to be shared with other communities. Ms. Smith mentioned the communities that the road

services. Ms. Smith indicated that the road is deteriorating at a rapid rate and is in serious need of repair and resurfacing.

Mr. Morefield gave a status update on Pearl Street/Lincoln Road project and indicated that the Phase I report will be coming up in June, with a fall of 2016 letting. Mr. Morimoto gave a status update on Three Oaks Road project and indicated no right-of-way acquisition is needed and is targeting a March 2017 letting. Ms. Berendt gave a status update on Crystal Springs Road project and indicated that Phase I and II have been initiated with a November 2015 letting.

Ms. Peters indicated that the Church Street project has been twenty years in the making.

The council discussed advance funding and the possibility of going beyond the council's 5-year mark. Mrs. Jensen indicated the Council of Mayors Executive Committee has not approved advance funding beyond a council's 5-year mark. Ms. Dobbs indicated that the Council of Mayors Executive Committee has been hesitant to approve advance funding beyond a council's 5-year mark. Mrs. Jensen mentioned that there is not another council in our region that is advance funded so far out into their 5-year mark, like our council is (FFY 2019). Council discussion continued.

The council further discussed the council's methodology and how projects are programmed. Mrs. Jensen went over the sunset clause in the council's methodology. Mrs. Jensen went over how projects are scheduled on the council's STP program. Council discussion continued.

- i. Church Street project status update presentation by the Village of Johnsburg (MYB rank #1).
- ii. Pearl Street/Lincoln Road project status update presentation by the City of McHenry (MYB rank #2).
- iii. Three Oaks Road project status update presentation by the Village of Cary (MYB rank #3).
- iv. Crystal Springs Road project status update presentation by the Village of Bull Valley (MYB rank #4).
- v. Bull Valley Road project status update presentation by the Village of Bull Valley (MYB rank #6).
- vi. Crystal Lake Road/Silver Lake Road project status update presentation by the Village of Cary (MYB rank #7).

- vii. Barreville Road project status update presentation by the Village of Prairie Grove (MYB rank #5).
- C. Approval to move a MYB List project(s) onto the Council's 5-year STP program.
A motion was made by Mr. Young, seconded by Mr. Nelson, to move the Church Street project onto the Council's STP 5-year program. The motion carried with 8 ayes and 4 nays.

8. PLANNING LIAISON REPORT

- A. Local Technical Assistance (LTA) Call for Projects was released by CMAP on May 1, 2015. Applications are due by noon on June 25, 2015.
Mrs. Jensen went over the LTA program. Mrs. Jensen mentioned that she will be testing out a new email blast (i.e. Constant Contact) to send out council information in a more readable and compact format.

Mrs. Jensen gave an update on the MAP-21 reauthorization status, which has been passed by the Senate and House and is currently before the President for signature. Mrs. Jensen said the reauthorization is extending MAP-21 funding to July 31, 2015.

9. DISCUSSION

- A. The City of McHenry is requesting an after-bid STP funding increase of \$200,000 (\$1,260,900 total) for the McCullom Lake Road project (TIP # 11-13-0013). The project was on the April 24, 2015, IDOT letting and received a low bid of \$1,290,394.81 for construction.
Mrs. Jensen referenced a memo in the meeting packet that she prepared summarizing the City of McHenry's request and the council's methodology provisions regarding cost increases.
Mrs. Jensen indicated that a project cannot ask for additional STP funding once a project has been bid on. Mrs. Jensen mentioned that this provision was added to the methodology in November 2010 by the council. Mrs. Jensen said the flexibility provision was removed from the methodology in 2010. Mrs. Jensen said there is no case-by-case modification ability, like a per say "variance request".
The council further discussed the cost increase topic. Mr. Mitchard expressed the need for having the ability to waive that cost increase after bidding rule in the methodology. Council discussion continued.

10. OTHER BUSINESS / ANNOUNCEMENTS

11. NEXT MEETING DATE AND LOCATION

The next meeting will be Thursday, July 16, 2015, at 2:00 p.m. at the Village of Algonquin Ganek Municipal Center, Board room located at 2200 Harnish Drive, Algonquin, IL.

12. ADJOURNMENT

A motion to adjourn was made and seconded. The motion carried. The meeting was adjourned at 3:20 p.m.