

MCHENRY COUNTY COUNCIL OF MAYORS  
MEETING MINUTES

**DRAFT**

Thursday, May 17, 2018

2:00 PM

McHenry County Division of Transportation  
16111 Nelson Road, Woodstock, IL

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**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 – Abigail Wilgreen
5. Fox River Grove – Robert Nunamaker (Vice-Chair of MCCOM)
6. Village of Huntley – Tim Farrell
7. Village of Lake in the Hills – Peter D’Agostino
8. Village of Lakewood – Jeannine Smith
9. City of Marengo – Josh Blakemore
10. City of McHenry – Jon Schmitt
11. Village of Ringwood – Rick Mack, President (Chairman of MCCOM)
12. City of Woodstock – Tom Migatz
13. McHenry County – Jeff Young

Staff Present:

1. McHenry County Council of Mayors – Scott Hennings, Principal Transportation Planner
2. McHenry County Council of Mayors – Cody Sheriff, Planning Liaison

Others Present:

1. CMAP – Kama Dobbs
2. CMAP – Tim Verbeke
3. MCEDC – Jim McConoughey
4. City of McHenry – Troy Strange
5. Civiltech – Jon Vana
6. Village of Cary – Courtney Sage
7. BLA – Jacob Thede
8. IDOT – Katie Herdus
9. Baxter & Woodman – Dan Schug

10. Pace – Mary L. Donner
11. MCDOT – Susan Borucki
12. HLR – Amy McSwane
13. VMC – Jaki Berggren
14. HR Green – Akram Chaudhry

## 2. AGENDA APPROVAL

- A. Approval of the agenda for the May 17, 2018, McHenry County Council of Mayors meeting

A motion was made and seconded to approve the agenda as presented.

The motion carried unanimously.

## 3. MINUTES APPROVAL

- A. Approval of the minutes for the March 15, 2018, McHenry County Council of Mayors meeting. A motion was made and seconded to approve the minutes as presented. The motion carried unanimously.

## 4. PROGRAM & AGENCY UPDATES

- A. IDOT Highway Report – Katie Herdus

Ms. Herdus handed out an IDOT Highway status sheet. Ms. Herdus provided an update on a variety of projects including IL 47, and culvert replacement on US 14.

- B. Pace Report – Mary Donner

Ms. Donner provided an update on the impacts of decreased revenue streams on Pace. Ms. Donner provided an update on various ridership performance including ADA which has seen a regional increase of 3 percent. Pace has also created an express service for the Chicago Cubs games. RTA, Pace, and MCDOT recently met to discuss data collection as part of the MCDOT Transit Plan update. Ms. Donner advocated for Council Members and attendees to complete the survey currently available on the MCDOT Website.

- C. Metra Update – Rick Mack

Chairman Mack provided an update on Metra's Fair Update initiative and how the changes in the fair system are now decreasing the costs for riders in Woodstock and Harvard. Metra will be moving forward with public advertisement of the changes in fares. Metra is hoping to make up for lost revenues from individual tickets with increased ridership as a result of reduced pricing. Chairman Mack then commented on the construction of a new Cary Metra Station that will improve pedestrian access and safety.

- D. RTA Update – Andy Plummer

Not present. No update.

- E. McHenry County Division of Transportation Update – Jeff Young  
Mr. Young also commented on the McHenry County Transit Plan Survey and how they have already received over 1000 comments and advocated for Council Members and attendees to complete the survey. Mr. Young then provided an update on various construction projects including River & Dowell, Randall Road, Oak Grove Road Bridge, Chapel Hill Road Bridge, and Bay Road Bridge. Bay Road Bridge will have a partial closure with traffic signal, and Chapel Hill Road Bridge will require a full closure to repair the beams. Johnsburg Road Bridge is now showing signs of posting and has required MCDOT to impose weight restrictions.
- F. Illinois Tollway Update – Vicky Zuprynski  
Not present, no report.
- G. IDOT STP Local Program Update – Gerardo Fierro/Alex Househ  
Not present, no update. CMAQ and STP updates were provided to the council by the Planning Liaison.
- H. CMAP Report – Kama Dobbs  
Ms. Dobbs provided an update on the progress of FFY18 STP obligations which is on track to be one of the highest obligated fiscal years. Ms. Dobbs stressed the importance of keeping Planning Liaison Cody Sheriff up to date on any project scope changes as funding becomes more constrained. Ms. Dobbs also informed the committee of the RTA's Access to Transit Grant opportunity and that the RTA is now accepting applications. USDOT has now issued a call for projects for the BUILD program which replaced the TIGER program. Webinars in regards to the BUILD program are full but the recordings will be made available to the public. A series of ten ONTO 2050 Regional Plan Public Open Houses will be held starting on Tuesday, June 19, 2018 at the McHenry County Admin. Building. A Public hearing will also be held at CMAP on July 25, 2018. The public comment period concludes on August 14, 2018. The ONTO 2050 launch event will be October 10, 2018 as well as the approval of the plan.
- I. Executive Council of Mayors Committee Report – Kama Dobbs  
No report.
- J. CMAP Board Report - Carolyn Schofield  
Ms. Schofield was not present, no report.

## 5. PLANNING LIAISON CONTRACT

Mr. Sheriff provided an update on the SFY19 Planning Liaison Contract. Mr. Sheriff informed the committee the Council will receive a 6% increase in funding – the first increase since SFY2013. Mr. Sheriff commented that the Council receives funding from the UWP program which is separate from the STP funds the council receives for local projects. Mr. Sheriff commented on the changes to the Planning Liaison responsibilities including the addition of the newly proposed Active Program Management System.

A motion to approve the contract as presented was made and seconded. The motion carried unanimously.

## **6. CMAP – STP PROJECT SELECTION COMMITTEE UPDATE**

Mr. Sheriff provided an overview of the proposed changes to the Surface Transportation Program (STP). The changes were divided into two parts: 1) a new Active Program Management System, and 2) the creation of the Shared Fund. The Active Program Management System is composed of several parts: 1) program development, 2) project management, 3) program management, and 4) additional provisions. Mr. Sheriff then went into specific details for each component. Chairman Mack stressed the importance of local sponsors to have their projects in order to mitigate any loss in council funds. A question was asked about the former MYB list. Mr. Sheriff responded the Contingency List will act as the former MYB list where projects can move up and down the ladder in terms of ranking. Chairman Mack commented that working on the Council's by-laws makes sense later this year or early next year after the system has been approved in September. A question was asked when the rules will go into effect? Ms. Dobbs responded it will go into effect immediately but really would not take place until the first call for the Shared Fund in January 2019 and the Local Call for January 2020. Mr. Sheriff then provided an update on the newly created Shared Fund which included changes to the first call year project types, and clarification on several rules. He also provided an overview of the program including the project evaluation criteria which includes: 1) project readiness (25 points), 2) transportation impact (50 points), 3) regional priorities (25 points), and 4) bonus council support (15 points). Mr. Hennings asked about what the shared fund is and the eligibility requirements of local municipalities. Mr. Sheriff responded that projects would need to be over \$1.5 million<sup>1</sup> or have 3 local sponsors. Chairman Mack commented that the Council members need to think about projects with regional significance such as IL 31, IL 47, and Randall Road.

## **7. MCHENRY COUNTY COUNCIL OF MAYORS SURFACE TRANSPORTATION PROGRAM**

Mr. Sheriff asked if the City of McHenry could comment on the Pearl Street/Lincoln Road project that went to letting since the last meeting. Mr. Strange responded the bids came in as estimated around \$2.5 million and the project is on track to meet deadlines.

## **8. PLANNING LIAISON REPORT**

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<sup>1</sup> The correct threshold for the Shared Fund is \$5 million and not \$1.5 million.

Mr. Sheriff reminded Council Members as we move into the summer to continue to keep him up to date on project changes and to carbon copy him on emails so he can provide timely updates in the eTIP. Also, if Council Members want to schedule kickoff meetings with IDOT to first contact him so he can coordinate a meeting time.

**9. OTHER BUSINESS / ANNOUNCEMENTS**

Jaki Berggren from Visit McHenry County (VMC) provided an update on the county-wide bike share initiative. Ms. Berggren explained the VMC board has taken interest in expanding the bike-share program from the City of McHenry to a county-wide program. The cost per station is \$9,000 but with additional sponsors they have started to reduce the cost per station – down to \$7,000 per station. Their goal is to have 10 stations throughout McHenry County. Chairman Mack commented that he likes the idea - especially for smaller communities that cannot afford 5 stations. Chairman Mack asked what's included in the cost? Ms. Berggren commented that Zagster maintains the bikes and contracts with local bike shops. That includes bike shops collecting and returning bikes to select station locations.

**10. NEXT MEETING DATE AND LOCATION**

Thursday, July 19, 2018

Time: 2:00 p.m.

Location: Crystal Lake City Hall

Room: City Council Chambers

Address: 100 West Woodstock Street, Crystal Lake, IL

**11. ADJOURNMENT**

The meeting concluded at 2:50 p.m.