

**Transportation Committee
Meeting Minutes
Wednesday, July 7, 2010 – 8:15 A.M.
McHenry County Division of Transportation
Main Conference Room
Woodstock, Illinois 60098**

Chairperson Anna May Miller
Ed Dvorak Paula Yensen
Virginia Peschke Daniel Ryan
Sandra Salgado Scott Breeden

CALL TO ORDER

Chairperson Miller called the meeting to order at 8:15 A.M.

MEMBERS IN ATTENDANCE

Chairperson Miller, Paula Yensen, Scott Breeden, Sandra Salgado, Ed Dvorak, Daniel Ryan and Virginia Peschke

MEMBERS NOT IN ATTENDANCE

None

OTHER ATTENDEES

In attendance were: Peter Austin, County Administrator; Joe Korpalski, Director of Transportation/County Engineer; Jeff Young, Division of Transportation, Assistant County Engineer; Wally Dittrich, Division of Transportation, Design Manager; Cynthia Schaupp, SAO/Division of Transportation Liaison; Victor Ramirez, City of Crystal Lake; Todd Bright, TranSystems Corporation; Gary Blazek, Civiltech Engineering, Inc.; John Ambrose, Baxter & Woodman, Inc.; Robert Rollings, Bollinger, Lach & Associates, Inc. (BLA); Yemi Oyewole, URS Corporation; Mary Moltmann and Kevin Keese, Fleming Road Alliance (FRA); Diane Evertsen, resident; Mark DeVries, Division of Transportation, Maintenance Superintendent; Mark Dammyer, Division of Transportation, Construction Manager; Jim Werner, Division of Transportation, Construction Engineer; Brad Cousin, Division of Transportation, Traffic Engineer; Jason Osborn, Division of Transportation, Principal Transportation Planner; Sarah Lutz, Division of Transportation, Transportation Planner; Ray Beets, Division of Transportation, Permit/Developer Project Manager; Chalen Daigle, Planning Liaison; Debra Kroll, Division of Transportation, Administrative Specialist.

PUBLIC COMMENT

None

APPROVAL OF MEETING MINUTES – June 16, 2010

On a motion by Ms. Yensen, seconded by Ms. Salgado, the meeting minutes of June 16, 2010 were approved as presented.

A voice vote was taken with all members present voting “aye”; motion carried.

RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CRYSTAL LAKE FOR JAMES R. RAKOW ROAD

The McHenry County Division of Transportation (MCDOT) staff requests approval of the resolution approving an intergovernmental agreement (IGA) with the City of Crystal Lake for the construction of the Rakow Road pavement widening and reconstruction, traffic signal modernization and bike bridge project.

In order to construct the Rakow Road project, the County requires right-of-way and easements at various locations along Rakow Road that is under the ownership of the City of Crystal Lake for construction of the roadway, drainage improvements, and compensatory flood storage. Also, water main facilities owned and operated by the City of Crystal Lake will require protection in the form of encasement or other measures in various locations, which will be incorporated into the design plans and constructed as part of the overall improvement. There will also be maintenance activities associated with the construction of the Rakow Road drainage systems that each respective

agency has agreed to under this IGA. The IGA addresses replacement trees which the City will take ownership of and plant near the project corridor and the access for the north leg of Sky Ridge Drive which will be closed as part of the improvement.

This agreement has been reviewed by City staff and the McHenry County State's Attorney office.

On a motion by Mr. Dvorak, seconded by Mr. Ryan, the resolution approving an intergovernmental agreement with the City of Crystal Lake for James R. Rakow Road was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

RESOLUTION ACCEPTING ROAD DISTRICT CONSTRUCTION CONTRACTS

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution accepting the Road District Resurfacing bid for Dunham Township.

Bids were opened on June 7, 2010 at the MCDOT and were checked for errors.

This is an annual bid and is funded primarily through the Township Motor Fuel Tax (MFT) fund. For the materials, costs are to be paid from Township funds.

The MCDOT engineering staff will provide construction administration and inspection services to assist the Highway Commissioners with this contract.

On a motion by Ms. Salgado, seconded by Ms. Peschke, the resolution accepting road district construction contracts was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

RESOLUTION AWARDING A CONTRACT FOR THERMOPLASTIC PAVEMENT MARKINGS AND APPROPRIATING FUNDS

The McHenry County Division of Transportation (MCDOT) staff is requesting the approval of the resolution awarding a contract for thermoplastic pavement markings and appropriating funds for the FY 2010 striping program.

Bids were opened on June 7, 2010 at the MCDOT. This annual bid is funded through the Motor Fuel Tax (MFT) fund.

After inspections were performed this spring, staff felt the best approach was to continue the use of thermoplastic pavement markings. The life expectancy for the thermoplastic pavement marking is anticipated to be four (4) years. Also included in this year's bid are pre-formed plastic pavement markings used to replace stop bars and turn arrows at intersections. This year's program is much less than in previous years due to the large number of resurfacing projects, as well as major reconstruction projects that are planned.

The low bid came in at just under \$74,000.00. The engineer's estimate was just over \$75,000.00. The apparent low bidder was the contractor for last year's pavement marking program.

On a motion by Ms. Peschke, seconded by Ms. Yensen, the resolution awarding a contract for thermoplastic pavement markings and appropriating funds was approved with a recommendation to the County Board.

A roll call vote was taken with all members present voting "yes"; motion carried.

ADOPT-A-HIGHWAY

The McHenry County Division of Transportation (MCDOT) staff requests the approval of the resolution approving the inclusion of the identified group into the McHenry County Division of Transportation (MCDOT) Adopt-A-Highway Program.

Boy Scouts Troop 957 Cary Cary-Algonquin Road from Main Street to Fox Trails Drive South
new group

In order to augment the MCDOT's litter collection efforts, the County enacted an Ordinance to allow for volunteer groups to adopt various sections of highways for litter collection. With the approval of this agreement, the MCDOT has 128 groups enrolled in the program covering 135 centerline miles of the 214 available miles in the program which is roughly 63%.

The ordinance requires that the volunteer group enter into an agreement with McHenry County defining the responsibilities of the group and the County. This resolution approves the County to enter into an agreement with one (1) group for one (1) section of highway.

On a motion by Mr. Dvorak, seconded by Mr. Ryan, the resolution approving the inclusion of the identified group into the McHenry County Division of Transportation (MCDOT) Adopt-A-Highway Program was approved with a recommendation to the County Board.

A voice vote was taken with all members present voting "aye"; motion carried.

OLD BUSINESS

Request for Qualifications

2040 Long Range Transportation Plan

- The McHenry County Division of Transportation (MCDOT) staff is requesting the Committee's concurrence for the posting of a Request for Qualifications (RFQ) for professional consultant services to undertake and manage the public participation activities related to the long-range transportation planning process.

The McHenry County Board adopted the McHenry County 2030 Comprehensive Plan on April 20, 2010. The MCDOT is ready to undertake a new long-range transportation planning process to develop an updated financially constrained transportation plan. The 2020 Long-Range Transportation Plan was adopted in 2005 as part of the draft 2020 Comprehensive Land Use and Transportation Plan. Since then, MCDOT created travel demand models for a.m. and p.m. peak periods. MCDOT has acquired crash data from the State archives for the years 2005, 2006, 2007, and 2008 and daily crash data from select police agencies. MCDOT continues to gather and monitor plan updates from all municipalities, RTA service board agencies, townships, and special districts in the County. The County Five-Year Highway Improvement Program estimates revenue and expenditures through the year 2030. The revenue and maintenance expenditures from the program will form the basis of what is to be calculated as the County's financial constraints.

MCDOT has two (2) staff dedicated to transportation planning and a Planning Liaison for the Metropolitan Planning Organization. To undertake a comprehensive, continuous, and collaborative planning process, it would be desirable to have consultants to supplement staff. In particular, staff believes given the variation in population groups and transportation needs throughout the County, consultant services are needed to prepare materials, facilitate, document, and manage the public involvement aspects of the planning process.

MCDOT applied for and was awarded \$200,000.00 in Federal transportation planning dollars from the Unified Work Program (UWP) by the Transportation Committee of the Chicago Metropolitan Agency for Planning (CMAP) on April 23, 2010. This funding requires a match of \$50,000.00 or 20% of the \$250,000.00 total cost for services.

The long-range transportation planning process will continue to use consultant services to provide future traffic modeling analysis and the consultant team selected as part of this RFQ to undertake and manage the public involvement portions of the plan. MCDOT staff will undertake crash trends analysis, benefit /costs analysis for select projects, transit plan updates, estimate project costs, establish financial constraints, and collaborate with the consultants to incorporate traffic modeling and public involvement materials into the plan. At this time, it is anticipated that the long-range transportation plan will require two (2) years to update, which is the deadline by which the Federal dollars must be spent.

It was the concurrence of the Committee that the McHenry County Division of Transportation (MCDOT) move forward with the posting of an RFQ for professional consultant services to undertake and manage the public participation activities related to the long-range transportation planning process.

NEW BUSINESS

Tiger II Grant Program Funding Opportunity

- McHenry County Division of Transportation (MCDOT) staff informed the Committee of a funding opportunity offered by the United States Department of Transportation (USDOT) called the TIGER II Discretionary Grant Program.

Tiger II is broken down into two (2) major pools.

The Pool #1 category is related to major construction with a criterion of at least \$10 million in construction and the McHenry County Division of Transportation (MCDOT) does not feel that they have any projects of merit that meet the criterion for this category.

The Pool #2 category is related to community planning and has a criterion of \$3M in funding. MCDOT would like to apply for the maximum of \$3 million to assist with the engineering of Randall Road. In particular, not only the geometric issues related to capacity, but also in conjunction with engineering bicycle and pedestrian improvements. The MCDOT feels that by applying for Randall Road, with Phase I well underway, and the anticipation of the start of Phase II, they would be able to obligate those dollars and use them per the requirements of the grant.

The deadline for submission of applications is July 16, 2010. The MCDOT requested the concurrence of the Committee to apply for this grant, to which the Committee concurred.

EXECUTIVE SESSION – Land Acquisition, Meeting Minutes, and Pending Litigation

On a motion by Ms. Salgado, seconded by Ms. Peschke, the Committee went into Executive Session at 8:40 A.M. to discuss land acquisition, pending litigation and to review meeting minutes.

A roll call vote was taken with all members present voting “yes”; motion carried.

REGULAR SESSION

On a motion by Ms. Salgado, seconded by Mr. Dvorak, the Committee went into Regular Session at 8:51 A.M.

A roll call vote was taken with all members present voting “yes”; motion carried.

Chairperson Miller noted that “no action” was taken in Executive Session.

The Executive Session Meeting minutes of June 16, 2010 were reviewed and by direction of the Committee will be forwarded to the McHenry County State’s Attorney office (SAO) for review and release.

MEMBER COMMENTS

- Ms. Salgado initiated the discussion of non-dedicated roads and discussions ensued. This matter will be further addressed by Cynthia Schaupp / SAO and Peter Austin, County Administrator.

- Impacts encountered on County projects, due to the Laborer's and Operator's Unions ongoing strike was discussed.
- Ms. Yensen spoke about the Fleming Road Alliance (FRA) questionnaire and discussions ensued. The direction was given by the Committee to the McHenry County Division of Transportation (MCDOT) to draft a memo to the County Board addressing the matter.

NEXT MEETING DATE & LOCATION

8:15 A.M. on July 21, 2010 – McHenry County Division of Transportation

ADJOURNMENT

On a motion by Mr. Breeden, seconded by Ms. Yensen, the meeting adjourned at 9:22 A.M.

A voice vote was taken with all members present voting "aye"; motion carried.

DRAFT