

**North Shore Council of Mayors Technical Committee  
Wednesday, September 17, 2008  
8:30 a.m.  
Skokie Village Hall**

**MINUTES**

**Committee Members Present:**

Fred Schattner, Chair, Village of Skokie  
Russ Jensen, Village of Glenview  
Chris Tomich, Village of Northbrook  
Christine Van Dornick, Village of Glencoe  
John Garcia, Village of Morton Grove  
Susan Chen, Village of Winnetka  
Anne Kane, Village of Northfield  
Brigitte Mayerhofer, Village of Wilmette  
Sat Nagar, City of Evanston

**Others Present:**

Thomas Gill, Thomas Engineering Group  
Bob Israel, MACTEC Engineering  
Steve Sugg, Ciorba Group  
Bunny Anderson, Illinois Tollway  
Holly Ostdick, CMAP  
Steve Mastny, IDOT  
Kevin Stallworth, IDOT Local Roads  
Rodney Bettenhausen, Cook County Highway Department  
Erik Cook, Village of Skokie  
David Block, TranSystems  
Grace Dysico, TranSystem  
Chris Staron, Northwest Municipal Conference

**I. Call to Order**

Chair Schattner called the meeting to order at 8:34 a.m. He invited those in attendance to introduce themselves.

**II. Approval of Meeting Minutes – June 18, 2008**

Chair Schattner asked for a motion to approve the meeting minutes from June 18, 2008. *On a motion from Mr. Nagar, seconded by Ms. Van Dornick, the minutes passed unanimously.*

**III. Agency Reports**

**A. IDOT Highway Report**

Mr. Mastny presented the committee with *Management Monitoring Schedule* and *Awarded Projects* handouts. He reported that the handouts have not changed dramatically from the June meeting. He reported that projects were awarded. He said that Pfingsten Road, from Highland Rd. to West Lake Ave., and Central Road, from Wolf Rd. to Timothy Ln. and the WCRR to Huber Ln., were the projects awarded.

**B. Cook County Highway Department (CCHD)**

Mr. Bettenhausen reported that there have not been any big changes since the last North Shore Technical Committee meeting. He said that the items in bold on his handout signified changes. Chair Schattner reported that he appreciated having the handouts.

**C. Pace**

There was no Pace report.

**D. Illinois Tollway**

Ms. Anderson reported that it is an unusual year for the Illinois Tollway because all of their facilities are under construction. She distributed construction updates for the North Tri-State (I-294/94). She reported that the construction will be complete in 2010. She said that lane configuration will revert to normal during winter. She told the committee that she can provide electronic version of the maps and updates if municipalities want to include them in their community newsletters. She also reported that the individuals can register to obtain construction updates at the Illinois Tollway website: [www.illinoistollway.com](http://www.illinoistollway.com).

**E. Chicago Metropolitan Agency for Planning (CMAP)**

Ms. Ostdick reported that the last advanced funding request from the North Shore Council was approved by the Council of Mayors Executive Committee. She reported the DRI process was released for public comment and that CMAP would be seeking the input of COGs. Mr. Staron reported that DRI was broader than the interests of this group. He said that CMAP will present to the NWMC Executive Board and Full Board. Ms. Ostdick distributed a STP expenditure report for the Suburban STP. She said 40% of the state appropriation was spent in the first two lettings of the fiscal year. She said that they accomplished a lot of spending last year; however, the project completion rate was still well short of the programmed amount. She said that it is important to have an accurate program so that there can be a clear expectation of the spending. She said that the expenditure reports will not contain strategies for spending down the unobligated balance and preventing rescissions.

**F. IDOT Local Roads**

Mr. Stallworth distributed the status sheet for North Shore STP projects. He said that there have not been many changes since the last meeting. He

said that the estimated design approval for a couple projects was moved back. He reported that the Church/Crawford design approval is now estimated for 11/30/2008.

**IV. North Shore Council of Mayors FFY 08-13 Surface Transportation Program**

**A. Current FFY 08-13 North Shore STP Program**

Mr. Staron reported that Attachment F was the current North Shore Program. He reported that there was a new column on the spreadsheet to represent when construction for a project was originally programmed – OP. He said that if construction moves back more than two years, than the Council must approve the move. He said that there was over \$4 million in STP funding programmed in FFY 08, but that roughly only ¼ of this was accomplished. H further said that FFY 11 is the only year in the program where the North Shore Council is not over-programmed. He said if nothing changes, and it will, that the program will have a negative \$10.6 million balance at the end of FFY 12. He reported that new federal legislation is supposed to be in place for FF 10, and that no one knows what the funding situation will be in the future. He said that the Council has been aggressive in advanced funding and that there is an impetus to spend funds.

**B. Proposed Program Changes**

Mr. Staron explained that Attachment G shows the proposed project movements. He said that Attachment B is a memo explaining the moves and Attachment C-E are letters from municipalities further explaining and justifying the moves. He said that these movements do not change the financial bottom line, but that they do shift spending. Chair Schattner said that the committee would discuss each proposed move, but would vote on them as a whole. He said that Church/Crawford required a Context Sensitive Solutions approach during Phase I, which dramatically increased the length of Phase I. He said that there were also delays with the IDOT review process. Mr. Jensen said that Glenview had three interrelated projects moving. He reported that the Greenwood/Glenview project was delayed because of ROW issues and that Glenview does not have the resources to do more than one STP project in a year. He said that the schedule for all three projects was shifted to accommodate the village's resources. He said that Chestnut/Waukegan is halfway through Phase I and that there were slight cost increases on the West Lake Ave. project because of railroad issues and a bike path. Ms. Mayerhofer asked what the scope of West Lake is. Mr. Jensen said that they are adding a signal at Greenwood and West Lake and make some configuration changes. Mr. Nagar said that the Sheridan Road project was a large project encompassing the entire village. Mr. Staron clarified that Phase II Engineering for only the signal interconnect was moving to FFY 10.

*On a motion from Ms. Mayerhofer, seconded by Mr. Nagar, a motion to approve the program changes passed unanimously.*

**C. 3% Annual Cost Increase**

Mr. Staron said that the committee was now moving into the cost increases with Attachment H. He said that the North Shore Council policies call for a 3% increase for all projects annually. Mr. Staron reported that it adds roughly \$567,000 to the program, and that the increase is subject to the committee's approval. He said that it continues to dig the North Shore Council a bigger hole. Mr. Schattner said that he thinks it helps. Ms. Mayerhofer said that she thinks it probably is not high enough to keep up with the escalating cost of construction, but agreed that raising the increase would put the Council further behind.

*On a motion from Mr. Nagar, seconded by Ms. Kane, a motion to approve the 3% increase to all projects passed unanimously.*

**D. Proposed Cost Increases**

Mr. Staron said that Attachment I shows the projects that are requesting beyond the 3% cost increase. He said the highlighted rows indicate the projects asking for additional funding. He said that Attachment B is most helpful in explaining the increases. Mr. Schattner asked if each project sponsor should explain the cost increase. Mr. Staron said that he would like to give an overview of each project request first. He said that the Golf/Skokie project is asking for a 24% cost increase, when accounting for the 3% annual increase. He said that the Old Orchard/Skokie project is asking for a 20% cost increase. He said that Church/Crawford is asking for a 28% cost increase. He said that the West Lake Ave. project is requesting an 8% increase. He said the cost increases would have a \$1.59 million impact on the program. Mr. Staron reported that it will take longer to bring new projects into the program and that the negative balance will remain into the foreseeable future. Mr. Schattner went on to explain that Golf/Skokie negotiated Phase II costs down, but still needed additional funding. He said that the design changes were responsible for the cost increases to construction for Golf/Skokie. He said the Letter of Understanding was pending with IDOT over revised funding. He said that the originally Phase II for Old Orchard/Skokie was over a year ago and required adjustment because of inflation. He reported that Church/Crawford was an extremely long Phase I and that that inflation had pushed costs higher. Ms. Mayerhofer asked if Skokie was using their local money. Mr. Schattner said that the village was covering the share that the state will not. Mr. Nagar asked if it made more sense to do one cost increase at construction for a project rather than sporadically doing cost increases. Ms. Mayerhofer said that she saw the incremental cost increases as important to maintain the accuracy of project costs. Mr. Nagar said that he did not think that was important because the Council has a negative balance anyways. Ms. Mayerhofer said that it is important to understand which way the negative balance is moving. Mr. Jensen said that the cost increases are based on real information and help keep track

for long-term planning. Mr. Staron reported that he thinks it is important to have accurate costs for projects to prevent surprise cost increases that may dramatically impact the program. He said that it was up to the committee as to voting on the cost increases together or separately. He said that if the increases are approved, it delays the next call for projects or the next time a project is taken off of MYB.

*On a motion from Ms. Mayerhofer, seconded by Mr. Nagar, a motion to approve the cost increases passed unanimously.*

**V. North Shore STP Advanced Funding for FFY 09**

Mr. Staron reported that the Technical Committee and full Council last year approved seeking advanced funding for the entire FFY's program and then had him process advanced funding requests when a project became "ready." He said that he thought the system worked well because it prevented the Council from requesting advanced funding for projects that were ultimately delayed into FFY 09.

*On a motion from Mr. Nagar, seconded by Ms. Mayerhofer, a motion to approve the Advanced Funding Request passed unanimously.*

**VI. North Shore Council of Mayors Annual Report**

Mr. Staron reported that the North Shore PL traditionally distributed a annual report, but that last year the staff change caused the annual report to slip though the cracks. He said that the annual report cover July 2007 to June 2008. He suggested that the committee members review the report and comment on anything they think would be useful to include. He said that he was going to shift the annual reports to the federal FY because it makes more sense based on the North Shore STP. He said when the new report was completed; he would likely distribute it to the full Council.

**VII. Other Business**

Mr. Staron said that the CMAQ FFY 09 process is coming to and end, but the FFY 10 application process will start in late fall to early winter. He said he would keep the committee informed.

**VIII. Next Meeting**

Mr. Staron reported that the next meeting of the North Shore Council of Mayors Technical Committee meeting will be December 17, 2008 at the Skokie Village Hall.

**XII. Adjournment**

*On a motion from Mr. Jensen, seconded by Mr. Nagar, a motion to adjourn passed unanimously.*