

**NORTHWEST MUNICIPAL CONFERENCE**

1600 East Golf Road, Suite 0700  
Des Plaines, Illinois 60016  
(847) 296-9200 • Fax (847) 296-9207  
www.nwmc-cog.org



*A Regional Association of Illinois  
Municipalities and Townships  
Representing a Population of Over One Million*

**Northwest Municipal Conference**

**Transportation Committee**

**Thursday, April 28, 2016**

**8:30 a.m.**

**NWMC Offices**

**1600 East Golf Road, Suite 0700 Des Plaines**

**AGENDA**

- MEMBERS**
- Antioch
- Arlington Heights
- Bannockburn
- Barrington
- Bartlett
- Buffalo Grove
- Carpentersville
- Cary
- Crystal Lake
- Deer Park
- Deerfield
- Des Plaines
- Elk Grove Village
- Evanston
- Fox Lake
- Glencoe
- Glenview
- Grayslake
- Hanover Park
- Highland Park
- Hoffman Estates
- Kenilworth
- Lake Bluff
- Lake Forest
- Lake Zurich
- Libertyville
- Lincolnshire
- Lincolnwood
- Morton Grove
- Mount Prospect
- Niles
- Northbrook
- Northfield
- Northfield Township
- Palatine
- Park Ridge
- Prospect Heights
- Rolling Meadows
- Schaumburg
- Skokie
- Streamwood
- Vernon Hills
- Wheeling
- Wilmette
- Winnetka
  
- President*
- Tom Rooney
- Rolling Meadows
  
- Vice-President*
- Matt Bogusz
- Des Plaines
  
- Secretary*
- Dean Argiris
- Wheeling
  
- Treasurer*
- Juliana Maller
- Hanover Park

- I. Call to Order**
  
- II. Approval of March 24, 2016 Meeting Minutes (Attachment A)**  
**Action requested:** Approval of minutes
  
- III. Regional Transportation Authority (RTA) Update**  
Andy Plummer will provide an update on recent Transit Oriented Development (TOD) projects in the NWMC area and the upcoming call for Access to Transit projects.  
**Action requested:** Informational
  
- IV. Legislative Update**  
Staff will provide an update on proposed transportation related legislation currently in Springfield.  
**Action requested:** Informational
  
- V. FRA Train Crew Resolution (Attachment B and C)**  
The Federal Railroad Administration (FRA) has published a notice of proposed rulemaking (NPRM) to require minimum staffing on trains. CMAP and the Metropolitan Mayors Caucus are encouraging municipalities and COGs to adopt the attached resolution in support of the proposed rules.  
**Action requested:** Approve Resolution
  
- VI. FY 2017 Planning Liaison Scope of Services and Budget (Attachment D and E)**  
An annual resolution must be passed to secure UWP funding through CMAP for support of NWMC transportation planning services. These funds are utilized by the Conference for transportation-related salaries and expenses. Staff recommends the approval of the attached resolution for Northwest and North Shore Council of Mayors Fiscal Year 2017 Planning Liaison Scope of Services and Budget.  
**Action Requested:** Approve Resolution
  
- VII. Regional Truck Permitting Update (Attachment F)**  
Staff will update the committee on the efforts of CMAP and the Metropolitan Mayors Caucus to coordinate and simplify truck permitting across the region.  
**Action requested:** Informational
  
- VIII. CMAP Update**  
An update on relevant activities from CMAP's committees will be provided.  
**Action requested:** Informational

*Executive Director*  
Mark L. Fowler

**IX. Agency Reports**

**X. Other Business**

**XI. Next Meeting**

The next meeting is scheduled for May 26 at 8:30 a.m. NWMC offices.

**XII. Adjourn**

**TRANSPORTATION COMMITTEE**  
**MEETING MINUTES**  
**Thursday, March 24, 2016**  
**8:30 a.m.**  
**NWMC Offices**  
**1600 E. Golf Road, Suite 0700**  
**Des Plaines, IL**

**Members Present:**

Dean Argiris, President, Village of Wheeling, Chair  
Nellie Beckner, Village Planner, Village of Mount Prospect  
Jeff Berman, Trustee, Buffalo Grove  
Rod Craig, President, Village of Hanover Park  
Peter Falcone, Assistant to the City Administrator, City of Prospect Heights  
Bob Israel, Trustee, Village of Northbrook  
Al Larson, President, Village of Schaumburg  
Greg Summers, Director of Development Services, Village of Barrington

**Others Present:**

Steve Andrews, Pace  
Lou Arrigoili, Trotter and Associates  
Richard Bascomb, Village of Schaumburg  
Jarrod Cebulski, Patrick Engineering  
Mary Clumpner, Robinson Engineering  
Vicky Czuprynski, Illinois Tollway  
Jane Grover, CMAP  
Tim Grzesiakowski, TMA of Lake-Cook  
Rick Mack, Metra  
Brian Pigeon, NWMC  
Andres Torres, CMAP  
Mike Walczak, NWMC

**I. Call to Order**

Chair Argiris called the meeting to order at 8:31 a.m. and had those present provide introductions.

**II. Approval of February 25, 2016 Meeting Minutes**

On a motion made by Trustee Berman, seconded by Mr. Summers, the committee voted to approve the February 25, 2016 meeting minutes.

**III. CMAP On To 2050 Regional Comprehensive Plan**

Ms. Grover introduced herself and Mr. Torres and explained that CMAP is beginning the required update to the regional comprehensive plan. She showed a summary video featured on WTTW. After the video she opened up the discussion to the committee on what issues and topics they feel are important to the region. The committee had a long discussion on a variety of topics including: bicycle and pedestrian connections; rail congestion and freight connections; the need to reduce competition between the city and suburbs for economic development; affordable housing for young families, as well as

multifamily and senior housing; government consolidation and issues with unincorporated areas; transit investment and transit supportive development; and, tax policy. Ms. Grover thanked the committee for their input and encouraged them to send in addition comments through comment cards or online. She also encouraged them to schedule meetings with other community groups to collect more input for On To 2050.

#### **IV. CMAP Agency Funding Options**

Mr. Walczak updated the committee on the current funding situation at CMAP, which is reliant on IDOT funding for its local match for federal planning funds. Without state funds coming in, the agency is reliant on an agreement with FHWA to stay open, which isn't sustainable past July. CMAP staff has recommended two strategies: lobbying the General Assembly to fully fund the Comprehensive Regional Planning Fund as well as imposing dues from local transportation agencies and municipalities and fees for some of CMAP's services and programs. Legislation has been introduced, but staff feels that it is unlikely to move forward given the budget situation in Springfield. CMAP has sent out draft numbers for dues to each municipality, but the fees are still being worked out.

#### **V. Local Technical Assistance (LTA) Project Updates**

Mr. Pigeon and Mr. Walczak updated the committee on the progress of projects in the NWMC area which are funded through CMAP's LTA program. These included: Fox River Trail Plan in Kane County; Arlington Heights Bike Plan; Crystal Lake Transportation Plan; Cook County Unincorporated Areas Infrastructure Plan Elgin O'Hare Bike Plan; Affordable DuPage Housing Plan; 53/120 Land Use Plan. Mr. Walczak said that due to funding issues, those projects which are led by consultants are stalled, while those led by CMAP staff are still proceeding.

#### **VI. CMAP Update**

Ms. Grover reminded the committee that CMAP is accepting application for the Future Leaders in Planning (FLIP) program.

#### **VII. Other Business**

Ms. Czuprynski introduced herself and said she will be taking Bunny Anderson's role for municipal outreach. She discussed the 2016 Tollway budget as well as gave updates on construction for I-90 and the Elgin O'Hare and planning for I-294 and 53/120.

Mr. Andrews reported that Pace has job openings for bus operators. He also reported that both the I-90 Express Bus network and the Milwaukee Avenue Pulse route are scheduled to begin service in 2017.

Mr. Mack thanked the committee, especially Trustee Berman, for their feedback on the new seat alignments and said in response Metra has issued comment cards to riders to solicit their feedback as well. Metra staff will analyze the comments and present them to the board. Trustee Berman thanked Mr. Mack for Metra's response.

Mr. Grzesiakowski recapped the TMA's construction meeting from March 17 and noted that the construction map is on their website. He also said their annual meeting is being planned, but the date is still to be determined.

**VIII. Next Meeting**

Chair Argiris reported that the next meeting of the Transportation Committee is scheduled for 8:30 a.m. on Thursday, March 24, 2016.

**IX. Adjournment**

On a motion by Trustee Berman, seconded by President Larson, the committee unanimously voted to adjourn the meeting at 9:41 a.m.

## ISSUE SUMMARY & ACTION REQUEST

### on FRA-2014-0033 – Proposed FRA Regulation on Train Crew Staffing

**ISSUE SUMMARY:** On March 15, 2016 the Federal Railroad Administration (FRA) released a proactive and forward-looking Notice of Proposed Rulemaking (NPRM) that would institute minimum two-man crew size requirements for trains operating in the United States with certain enumerated exceptions for operations the FRA believes will pose minimal public safety risks. The FRA has become concerned that the railroads plan to phase in more operations that rely upon using only one crew member without properly considering and evaluating the risks associated with downsizing crew sizes. The FRA is seeking public comment about the proposed rules by May 16, 2016.

**BACKGROUND:** Currently, the FRA does not regulate minimum train crew sizes, as it has long been an industry operating practice to staff trains with two (or more) crew members. With the advent of mandated technology advances like Positive Train Control (PTC), however, the FRA is learning that railroads are increasingly seeking to substitute technology for a second trained “failsafe” crew member aboard the nation’s freight and passenger trains. Because there are many cognitive and manual functions undertaken by two crew members that cannot be accomplished by a combination of one crew member with the assistance of technology, the FRA is seeking to address any potential risk proactively *before* public safety is endangered by the widespread railroad adoption of one-crew member train operations that fail to achieve the same level of safety that is achieved through the use of two-person crews.

The NPRM contains two main provisions. The first provision establishes a general rule that each train operating in the country be assigned at least a two-person crew. The rule goes on to identify exceptions to this rule in various existing situations that the FRA considers low-risk, including for trains that are hauling less than 20 carloads of hazardous materials; for small railroads with trains operating at less than 25 mph; for tourist or other excursion trains; or, for trains assisting in railroad operations (e.g., track maintenance, train assistance, or moving locomotives). The second provision defines the role and responsibilities of the second crew member on a moving train to insure that this crew member has the experience and knowledge necessary to serve as an effective asset to the train’s crew team as incidents arise during train movements.

The new FRA rules are proposing two ways to handle railroad petitions to the FRA for use of one-person crews, for either the continuation of operations that were in existence as of January 1, 2015 or for the initiation of new operations. ***Option 1*** would require a railroad to submit an application to the FRA, which would then be reviewed and approved or rejected within 90 days of receipt. Existing one-person train operations would be allowed to continue during the 90-day review period. ***Option 2*** would require a railroad to submit documentation to the FRA demonstrating the safety of its proposed one-person train operations, but it would not require FRA approval before beginning or continuing any grandfathered operations. The FRA, however, would reserve the right to investigate subsequent safety issues and to discontinue unsafe single crew member train operations. ***Option 1 pre-approval*** places the burden of proving safety on the petitioning railroad before such operations commence (or continue if they were in existence prior to 2015) in order to obtain an affirmative sign-off from the FRA. ***Option 2 allows the railroad to commence single crew member operations*** as long as the railroad has submitted an “FYI” petition to the FRA and an officer of the company attests that the railroad undertook a safety evaluation of the operation covered in the petition.

In the NPRM, the FRA has explained the functions of crew members and its concerns surrounding operating trains with just one crew member based on knowledge gleaned from two major rail accident investigations and reviews of relevant crew-related safety research. The FRA’s concerns include cognitive overload when one crew member needs to operate a complex and heavy train while maintaining situational awareness of what is happening outside the train locomotive; potential for increases in impaired operation associated with drug use, alcohol use, fatigue, and unauthorized use of distracting electronics by the one crew member; the inability of a single crew member who is operating the train to operate manual switches or serve as a flagger if a crossing gate fails while in route; and, the extent to which a single crew member can perform necessary public safety duties in cases of train accidents and malfunctions.

In a 2014 research report conducted by the FRA involving five public surveys, the agency found that 77% of all respondents support federal legislation requiring freight trains to be operated by a crew of two. Another finding was that an overwhelming majority of those polled (between 83 to 87 percent in each of the five surveys) had the opinion that, generally speaking, when it comes to railroad safety and operations, a train operated by one operator cannot be as safe as a train operated by a crew of two individuals. While the public intuitively believes this to be the case, the FRA – as the experienced federal regulator of safe railroad operations – clearly shares these public concerns.

**ISSUES OF CONCERN TO LOCAL GOVERNMENTS:** Agencies of local government serve as first responders in the event of a public safety threat associated with railroad operations. Whether it be malfunctioning crossing gates, traffic back-ups stemming from blocked crossings, or in worst case scenarios of a rail derailment involving a hazmat release. As such, local governments are critical stakeholders in a railroad’s train staffing decisions.

The quarter-century history of federal hindsight efforts to insure that flammable hazmat (like crude oil) be hauled in robust tank cars clearly serves as a cautionary tale in support of the FRA’s current efforts to take a proactive approach when it comes to insuring that adequately staffed trains operate on the nation’s 140,000-mile rail network. In the wake of a series of crude train derailments, the FRA described in Emergency Order 28 the chilling lack of non-compliance by railroads when it comes to train securement rules, so local governments believe that allowing industry to make staffing decisions without proper regulatory oversight in advance constitutes a clear and unacceptable risk to public safety. As a result, the Option 2 approach lacks the proactive regulatory review and approval that should be mandatory before any train operates with a single crew member.

Furthermore, local governments urge FRA to strengthen the train crew staffing rules laid out in FRA-2014-0033 by requiring that all trains hauling any number of carloads of flammable and/or explosive hazmat have at least a two-member crew. This would harmonize the U.S. with Canada’s rules for crew sizes on all trains carrying dangerous goods.

**ACTION REQUEST OF LOCAL GOVERNMENTS:** In support of the FRA’s approach to crew staffing levels, local governments across the country should weigh in on the positions described above. To that end, a sample resolution is attached that local units of government can adopt and forward to the FRA to indicate their support for new crew staffing rules that best protect public safety interests.

Once adopted, a copy of your government’s resolution should be uploaded electronically **BY MAY 16, 2016** to docket FRA-2014-0033 by going to <https://www.regulations.gov/#!home> and typing “FRA-2014-0033” into the search box. Then please forward a copy of the resolution to your Members of Congress in the Senate and the House of Representatives.

Any questions you may have on this matter can be directed to [FightRailCongestion@gmail.com](mailto:FightRailCongestion@gmail.com). Thank you!



**NORTHWEST MUNICIPAL CONFERENCE  
RESOLUTION 2016-XX**

**A RESOLUTION SUPPORTING THE FEDERAL RAILROAD  
ADMINISTRATION'S PROPOSED RULEMAKING TO REQUIRE  
MINIMUM STAFFING ON TRAINS**

**WHEREAS**, the Northwest Municipal Conference (NWMC) is a corporate organization representing municipalities and townships chartered within the State of Illinois and the Counties of Cook, DuPage, Kane, Lake and McHenry; and

**WHEREAS**, Article VII, Section 10, of the Constitution of the State of Illinois and Chapter 5, Act 220 paragraphs 1 through 8 of the Illinois Compiled Statutes, authorize and encourage intergovernmental association and cooperation; and

**WHEREAS**, the safe operation of freight and passenger trains is vital not only to interstate commerce but also to the health and welfare of local communities, and the Northwest Municipal Conference supports efforts to keep train operations safe in our region;

**WHEREAS**, the Federal Railroad Administration (FRA) has published a notice of proposed rulemaking (NPRM) to require minimum staffing on trains, a factor vital to ensuring safe train operations;

**WHEREAS**, the FRA NPRM proposes two alternate options for permitting a railroad to operate with fewer than a two-person crew, the first of which is stronger because it requires FRA review and approve prior to commencement of those operation as opposed to after;

**WHEREAS**, polling across the nation shows overwhelming bi-partisan support of two-person crews, with 83 to 87 percent of those polled in favor of mandating that trains be operated by a crew of at least two qualified individuals;

**WHEREAS**, national studies show that a minimum of two onboard crew members is vital to operate a train safely and minimize the likelihood of train-related accidents;

**WHEREAS**, the FRA proposal for a two-person minimum train crew recognizes that, while technologies like Positive Train Control (PTC) can improve safety, they do not perform several important physical and cognitive functions currently performed by a second crewmember;

**WHEREAS**, attending to a disabled train in a timely manner, opening a blocked crossing for an emergency vehicle to pass, and providing timely and accurate information to emergency responders are vital functions train crews perform;

**WHEREAS**, a railroad's use or reliance on new, innovative technology for its operations should not place new risks or burdens on local communities;

**WHEREAS**, metropolitan Chicago is the one of nation's largest and most significant rail hubs, making rail safety an important consideration for many of the region's municipalities and counties with rail lines within their boundaries;



**WHEREAS**, the Chicago metropolitan region is home to some 1,500 public at-grade highway-rail crossings, which account for some 7,800 hours of motorist delay each weekday;

**WHEREAS**, over 280 collisions have occurred at the Chicago metropolitan region's highway-rail grade crossings between 2009-14, resulting in 65 fatalities and 146 injuries;

**WHEREAS**, rail safety issues have been particularly salient in recent years after a series of high-profile derailments, collisions, and releases of flammable liquids shipped by rail, as well as collisions at highway-rail grade crossings across the country and in Canada and has caused Canadian regulators to put in place a two-member crew requirement for any train transporting hazardous goods;

**WHEREAS**, virtually all trains in North America are already operated by crews of at least two individuals, making the economic impact of the FRA NPRM minimal;

**WHEREAS**, the public deserves the assurance that a thorough risk analysis has been completed, risks have been properly identified, and a rail carrier has mitigated these risks in advance of any approval for reduced crew staffing and borne the burden and cost to mitigate these risks;

**NOW, THEREFORE BE IT RESOLVED**, that the Northwest Municipal Conference, does hereby support the FRA's train crew staffing NPRM, and encourages the FRA to strengthen the rule to ensure that communities around railroads are protected and safe by requiring FRA review and approval before a railroad is allowed to operate with less than a two-person crew.

**BE IT FURTHER RESOLVED** that this resolution be filed with the United States Department of Transportation in the form of comments to Docket Number FRA-2014-0033 and Regulatory Identification Number 2130-AC48 in support of a strong federal rule.

Passed this 11<sup>th</sup> day of May, 2016

Approved this 11<sup>th</sup> day of May, 2016

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Thomas Rooney, President  
Northwest Municipal Conference and  
Mayor, City of Rolling Meadows

ATTEST: \_\_\_\_\_  
Dean Argiris, Secretary  
Northwest Municipal Conference and  
President, Village of Wheeling

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Hanover Park  
Highland Park  
Hoffman Estates  
Kenilworth  
Lake Bluff  
Lake Forest  
Lake Zurich  
Libertyville  
Lincolnshire  
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Juliana Maller  
Hanover Park

*Executive Director*  
Mark L. Fowler

TO: NWMC Transportation Committee

FROM: Mike Walczak, Transportation Director

RE: Resolution to Approve Planning Liaison Scope of Services and Budget

DATE: April 28, 2016

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**Recommendation:** Approve resolution for Northwest and North Shore Council of Mayors Fiscal Year 2017 Planning Liaison Scope of Services and Budget.

**Issue:** An annual resolution must be passed to secure UWP funding through CMAP for support of NWMC transportation planning services. These funds are utilized by the Conference for transportation-related salaries and expenses.

**Background:** The CMAP Council of Mayors Executive Committee approved the Planning Liaison Scope of Services at their January 12, 2016 meeting and the UWP funding distribution was approved by the CMAP Transportation Committee on April 22, 2016. The FY 2017 Scope of Services (below) is similar to the FY 2016 version, with updates made to reflect the new federal transportation bill, the FAST Act.

Funding for the CMAP Council of Mayors Planning Liaison program is at the same amount as FY 2016. The NWMC will receive \$201,253.21 in federal funding for both the Northwest and North Shore Council of Mayors.

**FY 2017 Planning Liaison Scope of Services**

The Planning Liaison (PL) Program is funded with Federal Metropolitan Planning funds, as allocated in the Unified Work Program (UWP). Local matching funds are provided by each local Council. The PL Program receives Core Supplemental funds to assist CMAP, as the Metropolitan Planning Organization for the Chicago region, in meeting Federal transportation planning requirements including development of a Long Range Transportation Plan, Transportation Improvement Program, and Congestion Management System. The PL Program includes five general task areas described below that will be completed using the Core Supplemental budget as allocated in the FY 2017 UWP.

**Communication & Public Involvement**

The PL program will be the basic communication link between CMAP and the suburban mayors. PL staff will provide information about CMAP transportation policies, programs and initiatives to local officials and stakeholders, provide feedback regarding those issues to the CMAP staff, committees and Board and ensure that CMAP is apprised of regional and sub-regional issues of importance to their communities. The PL program will be the primary public contact for local government projects in the Interactive TIP Map. The PL program will actively work to assist CMAP staff with the implementation of Go To 2040 as well as the development of the next regional plan.

**General Liaison**

The PL program will provide staff assistance as part of the comprehensive regional planning effort. This includes being involved in the CMAP committee structure, providing technical and other support to help achieve CMAP objectives. The PL staff will participate in and provide input on local planning initiatives as well as regional planning efforts surrounding the Transportation Improvement Program, Congestion Management System, and Go To 2040, specifically the CREATE program and other major capital projects, the IDOT Eisenhower Expressway (I-290) study, the Southeast Commuter Rail Service, the Cook-DuPage Corridor Study, Tollway planning efforts (including the I-294 Central Tri-State Corridor and IL 53 North Extension), FAST Act implementation, and other studies.

**Program Development – Surface Transportation Program**

The PL staff will facilitate the Surface Transportation Program (STP) at the discretion of local Council methodologies while meeting federal requirements. The PL staff will assist in the development of sub-regional annual and multi-year, multi-modal transportation improvement programs consistent with regional strategies and will be responsible for programming STP projects in the CMAP TIP database and for facilitating the implementation of projects through the Illinois Department of Transportation.

**Program Monitoring**

The PL program will work with local officials, regional, state and federal agencies and consultants to ensure the timely, efficient and effective implementation of transportation projects. This will include providing regular project status reports as well as close coordination with CMAP and IDOT staff for all locally sponsored projects. The PL program will be responsible for Active Program Management, as well as reviewing applications and assisting in implementation for locally sponsored STP projects. The PL program will take an active role in the Congestion Mitigation and Air Quality (CMAQ) project application review, selection and implementation process. Additional assistance, monitoring and review will be provided for the Safe Routes to School Program, Transportation Alternatives Program, Highway Bridge Replacement and Rehabilitation Program, High Priority Projects Program, Highway Safety Improvement Program, Illinois Transportation Enhancement Program and other fund sources under MAP-21 as well as fund sources under the FAST Act, including the Surface Transportation Block Grant Program and National Highway Performance Program.

**Technical Assistance**

The PL program will provide technical support and assistance regarding transportation issues to CMAP and local governments. It will provide data and analysis regarding issues of importance to regional or sub-regional agencies.



**NORTHWEST MUNICIPAL CONFERENCE  
RESOLUTION 2016-XX**

**A RESOLUTION TO APPROVE NORTH SHORE AND NORTHWEST  
COUNCIL OF MAYORS FISCAL YEAR 2017 PLANNING LIAISON  
SCOPE OF SERVICES AND BUDGET**

**WHEREAS**, the Northwest Municipal Conference (NWMC) is a corporate organization representing municipalities and townships chartered within the State of Illinois and the Counties of Cook, DuPage, Kane, Lake and McHenry; and

**WHEREAS**, Article VII, Section 10, of the Constitution of the State of Illinois and Chapter 5, Act 220 paragraphs 1 through 8 of the Illinois Compiled Statutes, authorize and encourage intergovernmental association and cooperation; and

**WHEREAS**, the public officials of the Northwest Municipal Conference represent forty-three local governmental bodies and a population of over 1.3 million residents; and

**WHEREAS**, the Northwest Municipal Conference holds the transportation planning contract for the North Shore and Northwest Councils of Mayors, providing staff support and other contractual services; and

**WHEREAS**, each year as a part of its contractual obligations, the North Shore and Northwest Council of Mayors reviews and approves a Scope of Services and Planning Liaison Budget to be used by the Northwest Municipal Conference for administering the planning contract.

**NOW, THEREFORE BE IT RESOLVED**, that the North Shore and Northwest Council of Mayors, via the Northwest Municipal Conference, approves the Fiscal Year 2017 Planning Liaison Scope of Services and budget.

**BE IT FURTHER RESOLVED** that the Northwest Municipal Conference will transmit copies of this resolution to the appropriate officials at the Chicago Metropolitan Agency for Planning.

Passed this 11th day of May, 2016  
Approved this 11th day of May, 2016

\_\_\_\_\_  
Thomas Rooney, President  
Northwest Municipal Conference and  
Mayor, City of Rolling Meadows

ATTEST: \_\_\_\_\_  
Dean Argiris, Secretary  
Northwest Municipal Conference and  
President, Village of Wheeling



CAMBRIDGE  
SYSTEMATICS

Think  Forward

# Local Truck Permitting in NE Illinois

*Project Briefing*

*presented to*

*Metropolitan Mayors Caucus  
Truck Permitting Task Force*

*presented by*

*Cambridge Systematics, Inc.*

*Nick Vlahos*

April 15, 2015

*Supported by Metro Strategies and cmQue*

# Key Discussion Points

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- As we move towards our recommendations, we have several questions about how municipalities might interpret and implement our findings
  - » **Very low volume municipalities** – how to edge them towards a baseline
  - » **Caucus/COGs role** – how might the Caucus and the various COGs champion efforts which require multiple jurisdictions to coordinate?
  - » **Momentum** – how to foster immediate change in 3Q/4Q 2016?
  - » **Challenges** – balancing enthusiasm for progress with realism of the constraints faced by municipal governments
- We appreciate your time today to have us brief you on the project and get your initial thoughts
- We hope this meeting translates into an ongoing dialogue about truck permitting issues and opportunities

# Background



# Local Permitting Challenge



- **What:** Need for informed consensus on a “system” of process, policy, and technology for local permitting
- **Why?**
  - » Broad role of truck permitting on a number of key regional industries, including but not limited to construction and energy
    - Growth of industry over past 20 years, expected future growth
  - » Challenges of nearly 300 governmental units in NE Illinois to have coordinated processes and technologies for permitting
  - » Frequent needs for circuitous paths for OSOW loads
  - » Consistent with national discussions (“harmonization”)
  - » Move from reactive to proactive posture



# Local Agencies are Part of the Supply Chain

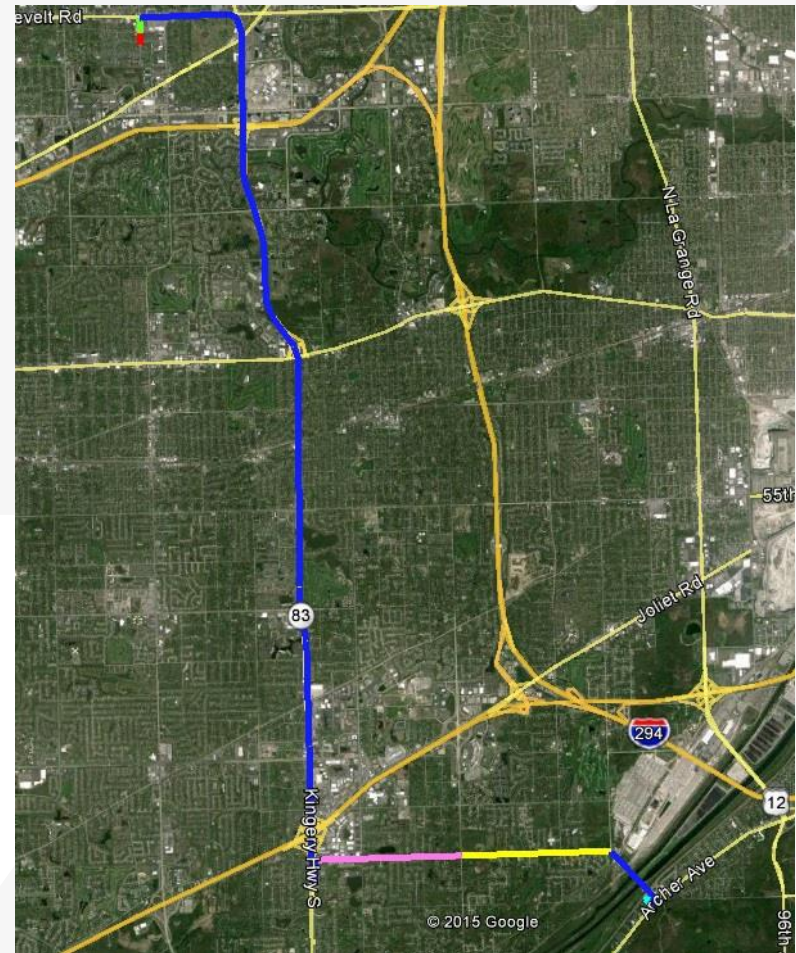
Whether they like it, or not....

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- Local agencies affect the parts of the supply chain that utilize OSOW movements – some NE Illinois examples:
  - » Building a new hotel
  - » Operating a factory to make consumer dairy products
  - » Recycling parts from inoperative energy equipment
  - » Government's own construction projects
  - » Commodity export
  
- Agencies are involved due to the obligation to manage safety and monitor the infrastructure
  
- Doing OSOW permitting well helps these sectors of the economy operate more effectively.
  - » Obstacles create more obstacles...

# A (Slightly Contrived) Example of How Complicated Local Permitting Can Be

- Let us presume we are trying to move an excavator
- A simple trip to drive:
  - » Origin: A construction project in Oakbrook Terrace
  - » Destination: An industrial park in Willow Springs
  - » Route:
    - Primarily on IL-38, IL-83, 83rd Street/German Church Road
    - “Last mile” on either end
- Six permits possibly needed



# Project Scope

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- Conceived by the seven county (& Chicago) executives
- Funded via CMAP
- Key activities
  - » Current conditions at a broad level (including IDOT interaction)
  - » A consensus-informed regional vision for truck permitting
  - » Recommendations for improving coordination
  - » Action plan for a 1-3 year activity horizon
- About Cambridge Systematics
  - » National transportation consulting firm with freight/goods movement practice area
  - » 20 years of project experience in the heavy haul industry
  - » Project based out of our downtown Chicago office

# Outreach and Consensus-Building

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- With nearly 300 municipalities, a sample-based approach to building consensus would be necessary
- Three rounds of stakeholder outreach
  - » Round 1: Individual and Small-Group Interviews (Fall 2015)
    - ***What is happening in the region and where may coordination gaps exist?***
    - One on one meetings with each county
    - 10 meetings around the CMAP region with small groups of municipalities
    - Individual conversations with a few motor carriers, including national carriers
  - » Round 2: Vision Workshop (January 2016)
    - ***Refine previous observations into core principles for a regional vision***
    - Nearly 40 participants representing counties, municipalities, industry, and other interested parties
    - Structured half-day event with stakeholder presentations and facilitated keypad voting
  - » Round 3: Recommendations Activities (Spring/Summer 2016)
    - ***Translate vision to recommendations with the ability to improve permitting***
    - Meetings with logical sets of stakeholders motivated to drive change



# Most agencies issue a very small number of permits

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- Common scale factors heard in our municipal interviews
  - » “We don’t issue permits”
  - » “One or two permits a year”
  - » “One or two permits a month”
  - » “A couple of permits a day”
- The busier jurisdictions (county/municipal) issue 25-60 permits on most days
- A few municipalities issue higher volumes than that, mostly due to sealed shipping containers on intermodal moves

# More Observations



- Different departments issue municipal permits
  - » Police, public works, engineering, finance
- Most loads off the IDOT network are 4-7 axle
- A surprising number of municipalities do not have ordinances, including some which attended focus groups
- Generally time consuming to find out how (/if) a municipality issues permits
  - » Often took our analyst 4-5 conversations



# Vision Elements and Recommendations



# January Vision Workshop

## Vision Directions – Polling Results

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- Reviewing and updating permit-related ordinances
- Streamlining the initial customer communications process
- Faster fee-free approaches – extending the honor system
- Functionality of online permitting systems for agencies which choose to implement one
- Establishing response time expectations for “routine” permits
- Collecting and publicizing road closure information
- Guidance on whether and how to set a permit fee
- Consolidating data on jurisdictional ownership and road maintenance/permitting agreements
- Investigating multi-jurisdictional permits for high-volume areas
- Improving coordination between neighboring agencies

# Overview of Initial Implementation Approach

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- Develop a simple self-assessment tool which agencies can utilize to understand how they fit into the regional vision
- For each of the 10 vision areas identified by participants
  - » Define 1-2 potential service levels
  - » Define a checklist of activities which each agency should consider in order to reach each level
  - » Identify broader activities which regional champions might take to improve coordination and customer experience
- Develop an action plan to implement the vision in Northeastern Illinois over a defined time frame
  - » Level 1: Activities for 2016 – Low Hanging Fruit
  - » Level 2: Activities for 2017 and first half of 2018
  - » Level 3: Ongoing activities

# Example: Communications

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## ➤ Identified Issue

- » Since various agencies have different approaches to reviewing permit applications, carriers frequently do not know how to start the process with a municipalities
- » We had one of our analysts call municipalities during the initial outreach, and it often took 4 or 5 people to find the right one

## ➤ Example of a baseline recommendation

- » A standard email address to accept queries: e.g. [osow@municipalityname.il.gov](mailto:osow@municipalityname.il.gov)
- » If a community has a transportation/engineering page on their web site, a standardized page of content regarding truck permitting

## ➤ Example of an advanced recommendation

- » Caucus/COGs check municipal contact information periodically and update IDOT Permit Office with any changes

# Potential Roles for Caucus/COGs

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## ➤ Legal

- » Reviewing and updating permit-related ordinances

## ➤ Data Management – Coordinating Interaction with IDOT

- » Collecting and publicizing road closure information
- » Consolidating data on jurisdictional ownership and road maintenance/permitting agreements

## ➤ Coordinating and Negotiating

- » Investigating multi-jurisdictional permits for high-volume areas
- » Improving coordination between neighboring agencies

# Where We See the Biggest Challenges

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- Online workflow automation
  - » Not every agency needs online automation today
  - » Balancing interests of communities with lower permit volumes
  - » Ability to take on online automation, even if “free” (i.e. carrier-paid)
- Standardizing Response Time Expectations
  - » Wide variety in municipal staffs and budgets
  - » How to be realistic while still moving the supply chain forward
  - » Where to shift to a more “honor-system” approach

# Discussion

