

**AGENDA**  
**TRANSPORTATION AND ROAD IMPROVEMENT COMMITTEE**  
**Village of Hoffman Estates**  
**January 17, 2011**

**Immediately following General Administration and Personnel**

<b>Members:</b>	<b>Ray Kincaid, Chairperson</b>	<b>Karen Mills, Trustee</b>
	<b>Gary Pilafas, Vice Chairperson</b>	<b>Jacquelyn Green, Trustee</b>
	<b>Gary Stanton, Trustee</b>	<b>Anna Newell, Trustee</b>
		<b>William McLeod, Mayor</b>

**I. Roll Call**

**II. Approval of Minutes – December 13, 2010**

**NEW BUSINESS**

1. Request approval of a resolution authorizing execution of a technical services agreement with the Regional Transportation Authority (RTA) for a Community Planning Grant.
2. Request approval of an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Street Revitalization Project and related work in an amount not to exceed \$1,055,000.
3. Request approval of an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Traffic Signal Maintenance and Opticom repairs in an amount not to exceed \$77,000.
4. Request acceptance of Transportation Division Monthly Report.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

**TRANSPORTATION & ROAD IMPROVEMENT  
COMMITTEE MEETING MINUTES**

**December 13, 2010**

**I. Roll Call**

**Members in Attendance:**

**Ray Kincaid, Chairperson  
Gary Pilafas, Vice-Chairperson  
Trustee Gary Stanton**

**Other Corporate Authorities  
in Attendance:**

**Trustee Karen Mills  
Trustee Jacquelyn Green  
Trustee Anna Newell  
Village President William McLeod**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Art Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mark Koplín, Asst. Vlg. Mgr., Dev. Services  
Gary Skoog, Director of Economic Development  
Gary Salavitch, Director of Engineering  
Patrick Seger, Human Resource Mngmnt Dir.  
Robert Gorvett, Fire Chief  
Mike Hish, Acting Police Chief  
Algean Garner, Director of H&HS  
Ken Hari, Director of Public Works  
Joe Nebel, Public Works Superintendent  
Michael DuCharme, Finance Director  
Rachel Musiala, Asst. Director of Finance  
Bruce Anderson, Cable TV Coordinator  
Gordon Eaken, Director of IS  
Ken Koop, Risk Manager  
Doug Schultz, Community Relations Coor.  
Bev Romanoff, Village Clerk  
Ben Gibbs, GM - Sears Centre Arena  
John Janicki, Dir. of Finance – SCA**

**Others in Attendance**

**Reporter from *Daily Herald***

The Transportation & Road Improvement Committee meeting was called to order at 7:57 p.m.

## II. Approval of Minutes

Motion by Trustee Mills, seconded by Trustee Newell, to approve the Transportation & Road Improvement Committee meeting minutes of November 8, 2010. Voice vote taken. Trustee Stanton abstained. Motion carried.

### NEW BUSINESS

1. **Request approval of a resolution to expand the number of members on the Bicycle and Pedestrian Advisory Committee.**

An item summary from James H. Norris was presented to the Committee.

Trustee Stanton and Mr. Norris discussed whether volunteers were compensated for serving on the Boards and Commissions.

Motion by Trustee Pilafas, seconded by Trustee Newell, to expand the number of members on the Bicycle and Pedestrian Advisory Committee. Voice vote taken. All ayes. Motion carried.

2. **Request approval of agreements for Pace Route 554:**
  - a. **with Pace Suburban Bus for a local share of Route 554 in an amount not to exceed \$22,815.80 in 2011.**
  - b. **with Elgin, Streamwood, Hanover Park, and Schaumburg for local agency participation in Route 554 in 2011.**

An item summary from Michael Hankey was presented to the Committee.

Trustee Kincaid and Mr. Michael Hankey discussed the likelihood that Pace Route 554 would continue through 2011 and 2012.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve agreements for Pace Route 554: a.) with Pace Suburban Bus for a local share of Route 554 in an amount not to exceed \$22,815.80 in 2011 and b.) with Elgin, Streamwood, Hanover Park, and Schaumburg for local agency participation in Route 554 in 2011. Voice vote taken. All ayes. Motion carried.

3. **Request authorization to award an engineering professional service contract for the Highway Safety Improvement Program intersection and roundabout evaluation study for the Salem Drive / Bode Road STP project to DLZ Illinois, Inc. of Arlington Heights, IL in an amount not to exceed \$50,000.**

An item summary from Nathan Roseberry was presented to the Committee.

Trustee Kincaid and Mr. Michael Hankey discussed that there was a grant that will cover 90% of the cost.

Trustee Stanton and Mr. Michael Hankey discussed the scope of the evaluation study and why it included roundabouts.

Trustee Kincaid and Mr. Michael Hankey discussed the DLZ Illinois, Inc.'s experience with performing traffic studies near schools.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to award an engineering professional service contract for the Highway Safety Improvement Program intersection and roundabout evaluation study for the Salem Drive / Bode Road STP project to DLZ Illinois, Inc. of Arlington Heights, IL in an amount not to exceed \$50,000. Voice vote taken. All ayes. Motion carried.

**4. Request authorization to reject bids for the Diesel Fleet Emissions Reduction Project and rebid.**

An item summary from Gary Salavitch was presented to the Committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to reject bids for the Diesel Fleet Emissions Reduction Project and rebid. Voice vote taken. All ayes. Motion carried.

**5. Request acceptance of Transportation Division Monthly Report.**

The Transportation Division Monthly Report was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve the Transportation Division Monthly Report. Voice vote taken. All ayes. Motion carried.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

Motion by Trustee Pilafas, seconded by Trustee Newell, to adjourn the meeting at 8:04 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

\_\_\_\_\_  
Emily Kerous, Director of Operations  
Office of the Mayor & the Board

\_\_\_\_\_  
Date

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request Approval of a Resolution authorizing execution of a technical services assistance agreement with the Regional Transportation Authority for a Community Planning Grant

**MEETING DATE:** January 17, 2011

**COMMITTEE:** Transportation and Road Improvement Committee

**FROM:** Michael Hankey

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**PURPOSE:** A Resolution authorizing the Village to apply for and enter into an agreement for a Community Planning Grant, required by the Regional Transportation Authority (RTA), is presented.

**DISCUSSION:** The Village applied for a Community Planning Grant in 2010 for the RTA's technical assistance program. The focus of the application is to create specific operating plans for a type of bus service known as flexible routing in parts of the Village. This can be thought of as a hybrid of a fixed bus route and a dial-a-ride service. The Joint Transit Study completed by Hoffman Estates, Schaumburg, and Schaumburg Township included the concepts of a flexible route service generally along the Bode Road and Hassell Road corridors. A map showing the possible primary routing of bus service in these areas is shown. Generally, the bus would run on a fixed route unless requested to deviate off the route for a pickup or drop-off point within a defined coverage area. The route could operate as either a "point deviation" or "route deviation" service. Both are similar in that a bus travels along a route or to designated points in an area on a schedule. Riders wishing to board can do so along the route or at the designated points. Riders requiring the bus to deviate to their home, for example, can schedule a pickup or drop-off in advance as long as it is in the specified service area. The two routes could create local connections to the Golf / Roselle / Bode shopping areas on the east as well as transfer locations to connect with Pace Route 554. The western limits could link to the St. Alexius Medical Center, as well as the Barrington / Higgins / Hassell area, Village Hall, the Township Library as well as other destinations.

The purpose of the grant is to determine its potential with Pace, develop plans for how the service would work, and to establish the basis for a future applications for operating funds to subsidize a new service.

**DISCUSSION (Continued):**

The grant application intends to determine the feasibility of the route or point deviation concepts; identify service areas; create operating plans including day of week and time of day, rider eligibility for deviation service; fare structure; operating and capital costs. While the end result will not immediately be a new transit service for residents, this is a necessary evaluation step prior to initiating such a plan.

The RTA Board approved the Village's application with a total budget of \$80,000. The local atch for the Community Planning Grant is 20% (\$16,000) for this project. The RTA will select a consultant to perform this work and provide some project administration. The Village will be the lead agency responsible for day to day tasks, coordination with Pace and RTA, and directing the consultant's activities. A copy of the grant application is attached. The RTA requires approval of the attached resolution in order to proceed with selecting a consultant to start the work. The current schedule anticipates the work starting in spring 2011 and lasting about 12 to 18 months.

**FINANCIAL IMPACT**

The RTA grant will pay for 80% of the study costs. The Village's local match of \$16,000 will be paid using the Traffic Improvement Fund. This project is included in the 2011 budget and adequate funds are available for the Village's local share. It should be noted that not all of the Village match will be due in 2011 as the work will continue into 2012.

**RECOMMENDATION:**

Recommend approval of a resolution authorizing execution of a technical services assistance agreement with the Regional Transportation Authority (RTA) for a Community Planning Grant.

Attachments

# Flexible Route Transit Services General Study Area

Hassell Road

Higgins Road

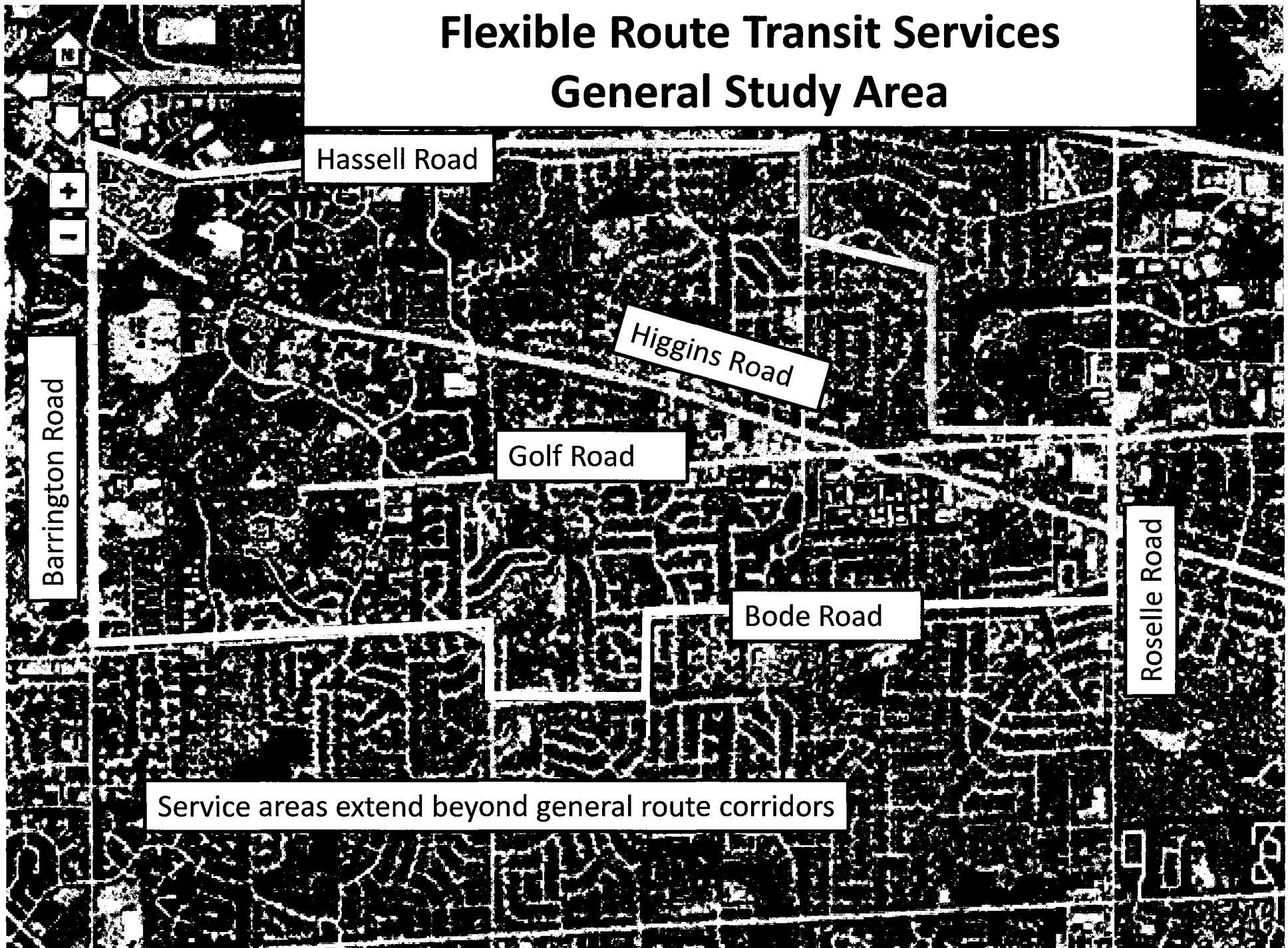
Golf Road

Bode Road

Roselle Road

Barrington Road

Service areas extend beyond general route corridors



VILLAGE OF HOFFMAN ESTATES

**A RESOLUTION AUTHORIZING APPLICATIONS FOR AND  
EXECUTION OF A TECHNICAL ASSISTANCE AGREEMENT  
BETWEEN THE VILLAGE OF HOFFMAN ESTATES AND THE  
REGIONAL TRANSPORTATION AUTHORITY UNDER THE  
REGIONAL TRANSPORTATION AUTHORITY'S  
GENERAL AUTHORITY TO MAKE SUCH GRANTS**

WHEREAS, the Regional Transportation Authority (the "Authority") is authorized to study public transportation problems and developments; and to conduct, in cooperation with other public and private agencies, such studies; and

WHEREAS, the Authority has the power to expend funds for use in connection with these studies; and

WHEREAS, the Authority has the power to make and execute all contracts and other instruments necessary or convenient to the exercise of its powers; and

WHEREAS, approval for said funds will impose certain financial obligations upon recipient in the amount of 20% of the not to exceed budget of \$80,000 and 100% of any amount that exceeds the not to exceed budget.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: The Village President is authorized to execute and file applications on behalf of the Village of Hoffman Estates with the Regional Transportation Authority for a Technical Assistance Agreement for the *Hoffman Estates Flexible Transit Service Operations* project.

Section 2: The Village President is authorized to furnish such additional information, assurances, certifications and amendments as the Regional Transportation Authority may require in connection with this Technical Assistance Agreement application.

Section 3: The Village President is authorized and directed on behalf of the Village of Hoffman Estates to execute and deliver grant agreements and all subsequent amendments thereto between the Village of Hoffman Estates and the Regional Transportation Authority for technical assistance grants, and the Village Clerk of the Village of Hoffman Estates is authorized and directed on behalf of the Village of Hoffman Estates to attest said agreements and all subsequent amendments thereto.



Section 4: The Village President is authorized and directed to take such action as is necessary or appropriate to implement, administer, and enforce said agreements and all subsequent amendments thereto on behalf of the Village of Hoffman Estates.

Section 5: This Resolution shall be in full force and effective immediately from and after its passage and approval.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2011

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Raymond M. Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2011

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

**Village of Hoffman Estates  
RTA 2011 Community Planning Application  
Flexible Transit Service Operations**

***3.1 Project Description***

***Describe the proposed project in general terms. Applications are advised to focus the project description on the anticipated benefits to the public transit system. Please discuss existing conditions and how the proposed project will improve such conditions.***

This project will develop specific operating plans for flexible transit service routing options identified in the Joint Transit Study (JTS) completed in 2003. The JTS included a demographic and market analysis which will require a brief update to confirm current conditions. The JTS evaluated the potential for new transit services in the Village and included a broad public input and meeting element.

The goals of this proposed project are to update the findings from the JTS with specific focus on the implementation of flexible transit operations to serve the general public. The proposed transit markets served include the following. New transit connections will be provided to health care services on the St. Alexius Medical Center campus. Links to the Northwest Transportation Center will also be established to create more connectivity and accessibility for residents and businesses. Service to several Hoffman Estates neighborhoods to link with shopping and other service needs is proposed.

A Steering Committee structure will be established to guide the activities of the consultant. The Steering Committee is envisioned to consist of representatives from the RTA, Pace, the Village, Townships, medical community, Chamber of Commerce, etc. Public open house meetings will be planned to solicit feedback on the operational plans that are developed.

Current local public transit services in the Village are limited to some directional Pace Routes, Township Dial a Ride, and taxi subsidy programs. Hoffman Estates contributes to the cost of two Pace Routes, 554 and 557 (HOT Line) to assist in keeping them operational. The Village also funds a Taxi Discount Program created in 2008 for residents meeting any one of three criteria: age, disability, or income. Township transportation services vary from one jurisdiction to another. While these all provide some coverage, there are significant gaps in transit service in the Village based on constraints of geography, schedule, and eligibility.

***Geography***

The Township services, such as Schaumburg Township Dial a Ride, generally only travel within the borders of the township. As Hoffman Estates is in five townships this creates a geographic barrier to travel for most trips outside these boundaries. Pace Route 554 is not defined as a fixed route; complementary ADA service is not provided. So except for people who are relatively close to the route, it is not a very attractive option. The Village's own geography with the Jane Addams Tollway as a dividing line north and south creates issues. The substantial forest preserve area in the Village constitutes a great community amenity but presents challenges for linking the entire Village by transit.

### *Schedule*

Current schedules of Pace services result in gaps in availability of transit. For example, Pace Route 554 travels from only west to east from 6:00 a.m. to 10:00 a.m., and then travels only westbound from 11:00 a.m. to 6:00 p.m. The HOT Line shuttle service between businesses and the Barrington Metra station operates only during weekday peak hours. Weekend, evenings, and bi-directional travel during the day are not served by the Pace Routes. Even trips situated right on Route 554 path cannot be made if the bus is not running in the correct direction at the time the trip is desired to be made. The Township services are typically weekday only.

### *Eligibility*

Eligibility for the Township services as well as the Village Taxi Discount Program makes these available to residents and travelers with the most critical mobility needs. However these services are not an option for people who do not meet the program requirements. Also travel between townships is very limited via the Township's own programs and is achievable only to a limited degree with Pace routes. The primary exception to the Township boundary crossing is the multi-township TRIP program which accommodates medical trips.

### **PROPOSED SOLUTION**

The JTS created broad sets of recommendations for short, medium, and long term transit service improvements for Hoffman Estates and Schaumburg. Hoffman Estates has implemented one of the study's recommendations by starting the Taxi Discount Program and extending its eligibility to include low income residents. The Village also pays for a share of the Route 554 operation along with four other participating communities. There were three recommendations from the JTS for variations of flexible transit service routing. These are a route deviation service along Bode Road, a point deviation service along Hassell Road, and a point deviation service along Schaumburg and Roselle Roads.

The study will develop an implementation and operating plan to incrementally build short term market base allowing for future expansion into medium and long term service improvements. Pace's Community Transit Program including Call-n-Ride service and locally-based program could be a model for a short term flexible service solution. Future expansion of the service area to link with a higher capacity transit route, Park n Ride facilities, etc. along the Jane Addams Tollway (I-90) is another goal. Elements to be included are the specific routes and coverage areas, passenger service request calls and dispatching, a procedure for deviation calls, hours and days of operation, fare structure, estimated cost for operating and capital, and projected ridership. These transit services would be for the general public covering areas and times not currently available, and with no eligibility restrictions as exist now.

These routes would introduce service in the areas of the Village where the demographics and needs suggest the strongest ridership. Connections to the St. Alexius Medical Center campus and the Roselle / Golf / Higgins area businesses for work and shopping trips would be created where none currently exist for the general population. Implementation of these routes would not signal the end of efforts to improve transit accessibility in the area. Rather these are elements of

the comprehensive transit plan which play important roles in the overall transit structure and provide a basis for growth. Implementation of these flexible route operations would start to address the existing gaps in service due to geography, schedule, and eligibility issues associated with existing programs.

The results of this effort will support several of the RTA's program goals, including increasing transit use, identifying and integrating new transit plans to meet travel needs, improved job access, mobility for seniors and people with disabilities, and expanded transit service, among others. This initiative will also assist the Village with an opportunity to focus on new service implementation, further existing partnerships with local and regional agencies to improve transit, and introduce a systematic approach toward creating new transit opportunities in areas of need.

### ***3.2 Project Study Area***

***Please describe the proposed physical boundaries of the study area. In addition to the description, applicants are encouraged to include a map of the study area.***

The Village of Hoffman Estates covers about twenty-two square miles. It consists of three primary geographic areas separated by the Jane Addams Tollway (I-90) and forest preserves. Each area has its own particular characteristics and demographics which may suggest different transit options for each. The long term goal of the JTS was to create a plan for a unified system to make the Village accessible by public transit as well as establishing connections to destinations outside of the Village. The land uses along the proposed route areas include a mix of multi-family townhomes, apartments, condominiums, and single family homes. There are institutional uses such the St. Alexius Medical Center and various schools near the proposed areas of coverage. Retail and commercial uses also exist in neighborhood and community shopping centers. Park District facilities, Village services, and the Community Resource Center are located with the area covered by the proposed service. Destinations outside Hoffman Estates such as Harper College, the Northwest Transportation Center / Woodfield area, locations just across the boundary, etc. will be considered in developing the route and service plan.

### ***3.3 Proposed Project Scope of Services***

#### **Task 1**

##### **Title: Review Previous Studies and Background Data**

**Description:** The JTS analyses used surveys, interviews, and focus groups to identify areas of need and interest for public transit services. The consultant will review the study and findings with the goal of determining verifying and updating information; only minimal effort is expected. The focus will be on the flexible service options defined in the JTS. In addition, review Pace's newly established community transit services including the Call-n-Ride and locally based programs. A cursory verification of existing services will be done. Interaction with the Steering Committee is part of this and all steps.

#### **Task 2**

##### **Title: Update Demographics and Transit Market Analysis**

**Description:** The consultant will identify additional data needs and means to collect this information, if needed. Both geographic and demographic markets may be evaluated with the objective of identifying specific operating service options to meet these needs.

### **Task 3**

#### **Title: Create Specific Flexible Transit Service Operating Plans**

**Description:** Using the JTS as a baseline and updated data as appropriate, the consultant will use the information developed and identified in preceding steps to detail flexible transit service programs which optimize available resources and incrementally build transit market base. Allowance for expansion to mid- and long-term service improvements should be considered as part of this task. The objective of this task is to define the type of service, operational characteristics, area served, days and hours of operation, recommended fare structure, etc. for each option. Sensitivity analyses will be used to perform a trade-off evaluation in conjunction with Task 4 – Estimate Ridership to define the optimal operating service characteristics to maximize ridership opportunities for users with respect to cost.

### **Task 4**

#### **Title: Estimate Ridership**

**Description:** For each service option, estimate the potential ridership for the short term, mid term, and long term. Recommendations for initial service implementation, with performance measures for evaluation of the service are to be included as appropriate. The objective is to use these projections of use to compare with actual ridership trends to determine if and when changes should be made. Examples might include beginning with a basic service level that could grow into a more robust operation at points in the future as indicated by performance measures. Ridership may be estimated in ranges based on the sensitivity analysis noted above.

### **Task 5**

#### **Title: Estimate Capital and Operating Costs**

**Description:** The consultant will estimate the capital and operating costs for each service option identified. Calculation of performance measures consistent with Pace and RTA methodologies will be developed (riders / hour, subsidy per rider, farebox recovery, etc.). Based on the hours of service per day, hourly operating costs will be estimated to approximate annual costs. Using estimated ridership, potential revenue to calculate a net operating cost will be included. Develop recommendations for sustainable funding program.

### **Task 6**

#### **Title: Public Review and Involvement**

**Description:** The consultant will lead the public review of the proposed service plans. A public open house meeting will be conducted to receive input. The plan will be made available on the Village web page with public announcements of availability developed by the consultant. An email address will be established by the Village to allow the public to submit feedback. A consultant presentation to the Village Board will be included as part of the public review task.

### **Task 7**

#### **Title: Draft and Final Report**

**Description:** A draft report of findings and recommendations will be provided prior to public meeting(s). After considering public input and agency reviews, the findings of the consultant's study work will be summarized in a final report. The report will be provided in electronic format suitable for posting on public websites. All database and spatial information shall be provided to the Village in ArcGIS shapefile format referenced in the appropriate Illinois State Plane system.

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Street Revitalization Project and related work in an amount not to exceed \$1,055,000.

**MEETING DATE:** January 17, 2011

**COMMITTEE:** Transportation and Road Improvement

**FROM:** Michael Hankey

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**PURPOSE:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Street Revitalization Project in an amount not to exceed \$1,055,000.

**BACKGROUND:** When Motor Fuel Tax Funds are used to pay for an improvement, an IDOT resolution is required to be executed prior to allowing Motor Fuel Tax Funds to be used for payment.

**DISCUSSION:** As part of the approved 2011 budget, \$1,055,000 of Motor Fuel Tax Funds was allocated for this project. A draft resolution is included. Bidding is scheduled to occur in March with a project start in May.

**FINANCIAL IMPACT:** Motor Fuel Tax Funds are provided to the Village through the State of Illinois.

**RECOMMENDATION:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Street Revitalization Project in an amount not to exceed \$1,055,000.

Attachment



BE IT RESOLVED, by the President and Board of Trustees of the  
(Council or President and Board of Trustees)  
Village Hoffman Estates of Hoffman Estates, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \$1,055,000.00 of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2011  
(Date)  
to December 31, 2011.  
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved  
Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this  
resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above,  
submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing  
expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this  
resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Bev Romanoff Clerk in and for the Village  
(City, Town or Village)  
of Hoffman Estates, County of Cook/Kane

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by  
the President and Board of Trustees at a meeting on \_\_\_\_\_  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_.

(SEAL) \_\_\_\_\_ Village Clerk  
(City, Town or Village)

**Approved**  
\_\_\_\_\_  
Date  
Department of Transportation  
\_\_\_\_\_  
Regional Engineer

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Traffic Signal Maintenance and Opticom repairs in an amount not to exceed \$77,000.

**MEETING DATE:** January 17, 2011

**COMMITTEE:** Transportation and Road Improvement

**FROM:** Michael Hankey

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**PURPOSE:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2010 Traffic Signal Maintenance and Opticom repairs in an amount not to exceed \$77,000.

**BACKGROUND:** When the Motor Fuel Tax Funds are used to pay for an improvement, an IDOT resolution is required to be executed for Motor Fuel Tax Funds to be used for payment.

**DISCUSSION:** As part of the approved 2011 budget, a total of \$77,000 of Motor Fuel Tax Funds was allocated for this project. These are routine expenditures for annual traffic signal maintenance and opticom repairs.

**FINANCIAL IMPACT:** Motor Fuel Tax Funds are provided to the Village through the State of Illinois.

**RECOMMENDATION:** Request approval for an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2011 Traffic Signal Maintenance and Opticom repairs in an amount not to exceed \$77,000.

Attachment





BE IT RESOLVED, by the President and Board of Trustees of the  
(Council or President and Board of Trustees)  
Village Hoffman Estates of Hoffman Estates, Illinois, that there is hereby  
(City, Town or Village) (Name)  
appropriated the sum of \$77,000.00 of Motor Fuel Tax funds for the purpose of maintaining  
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2011  
(Date)  
to December 31, 2011  
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved  
Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this  
resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above,  
submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing  
expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this  
resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Bev Romanoff Clerk in and for the Village  
(City, Town or Village)  
of Hoffman Estates, County of Cook/Kane

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the President and Board of Trustees at a meeting on \_\_\_\_\_  
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_

(SEAL)

\_\_\_\_\_  
Village Clerk  
(City, Town or Village)

**Approved**  
\_\_\_\_\_  
Date  
Department of Transportation  
\_\_\_\_\_  
Regional Engineer

TRANSPORTATION AND ENGINEERING DIVISION  
DEPARTMENT OF DEVELOPMENT SERVICES

MONTHLY REPORT  
January 2011

**New Developments**

**Traffic data and site plans are being reviewed for the following projects:**

Alliance Church	Maranatha Church
Beverly Road Properties	Motor Werks
Church of the Cross	St. Alexius
Huntington Woods Corporate Center	

**Village Projects**

**Bicycle Planning**

The Village Board approved the Comprehensive Bicycle Plan in May. Most recently, BPAC met on November 10, 2010 to discuss the previous bicycle rides, planning rides for 2011, review of project status, and new grant opportunities. The focus of the group will be on short to long term planning for implementation. The next scheduled BPAC meeting is on Wednesday, February 9, 2011, at 7:00 p.m.

**Barrington Road Interchange**

A letter of intent from IDOT was received and has been approved by the Tollway. The draft RFQ has been revised based on IDOT and the Tollway comments. IDOT has agreed to make funds available for 50% of the Phase I Engineering which will allow the RFQ to go ahead. IDOT will prepare an intergovernmental agreement for Phase I.

**Roselle Road Traffic Signal**

The Village received the letter of approval from Cook County on signal installation. Some conditions such as right turn lanes on Roselle Road and no pedestrian phasing require further discussion with Cook County. Right of way documents for temporary and permanent easements were received from the consultant. Discussions have occurred with property owners who continue to evaluate options.

**Taxi Discount Program**

Registration continues with identification cards and coupons sent to residents. To date, a total of 245 residents have registered for the program. Information on the program registration is provided on Village website and appeared in *The Citizen*. Based on coupons received, about 1,170 rides were taken with the Taxi Discount Program in 2009. This is a large increase from approximately 400 rides recorded during 2008. In 2010, based on coupons received to date, about 2,288 rides were provided through approximately the first eleven months of the year. Currently twenty-three residents requested to receive coupons automatically each month based on their level of use. Notices were sent to residents who have accumulated coupons but have not yet used them.

Automatic delivery will stop until the coupons that have been distributed are used. Potential changes to the program are being developed for discussion and review purposes by the Village Board. As coupons are received from the taxi companies, the information is entered into a database to allow statistics on program use to be created.

### **Village Grant Applications**

#### *Bode – Salem Road Surface Transportation Program Project*

Staff submitted applications through the federal Transportation, Community, and System Preservation (TCSP) and Highway Safety Improvement Program (HSIP) grant programs to help fund the roundabout evaluation and analysis study. IDOT notified the Village that the HSIP application was approved. The TCSP has not been announced yet. Because the HSIP funds were approved with a lower local match, the Village would not use TCSP funds even if they were approved. Staff continues work on the in-house design of Bode Road. A joint application with the Village of Schaumburg was approved by the Northwest Municipal Conference for reconstruction, intersection improvements, and bicycle facilities. Roundabouts will be evaluated for intersections within the project limits on Bode Road from Braintree Road to Salem Drive. The intersection analysis using HSIP was awarded to DLZ Engineers. On-street bicycle lanes will be evaluated along Bode Road as will restriping the pavement to create a three lane cross section. The NWMC Technical Committee assigned the project to year 2014. A status update was provided to IDOT.

#### *Diesel Retrofit Project*

The Village application for vehicle and engine replacement plus reduced emission exhaust was approved for CMAQ funds. The project cost will be covered by 80% federal funds with the balance coming from the capital replacement fund. Coordination with Public Works led to completion of the agreements and specifications for the project, which were submitted to IDOT. IDOT has authorized the Village to proceed with advertising for a letting. The project bid opening was on November 1, however due to the response, the project will be rebid.

#### *Higgins Road Pedestrian / Bicycle Project*

The project was awarded full approval for CMAQ Federal Grant funding. Staff has met with IDOT and FHWA staff. Plans were re-submitted to IDOT following modifications as requested. The bridge over the creek in front of the bowling alley will require additional analysis to meet IDOT requirements. Adjustment to CMAQ funds to use some for bridge analysis was approved by CMAP and has been submitted to IDOT. Staff provided project status to CMAQ which resulted in the funds being shifted to 2011.

#### *Palatine Road Widening Project*

Village application for Surface Transportation Program funds (\$1.3 million) was approved by NWMC. Village signed a Letter of Intent (LOI) with IDOT who will pay a significant share of the local project cost. IDOT approved the Intersection Design Study. Staff received comments from IDOT on the draft project development report. As part of the PDR the Village is required to complete a location drainage study; a contract for this work is underway.

IDOT is processing an agreement for Phase II engineering for the project consistent with the LOI. This will allow reimbursement for some staff time expended for Phase II Engineering.

#### *Hassell Road Surface Transportation Program Project*

An application for STP funds was submitted to the Northwest Municipal Conference for reconstruction and culvert replacement on Hassell Road. The project limits are from Pembroke Avenue to Fairway Court. The scope of work is a total reconstruction of the pavement with incorporation of bicycle facilities. This could involve restriping the existing width to provide one lane in each direction, a center left turn lane, and bicycle lanes on each side. Other segments may be more appropriate for designation as a bicycle route if on-street parking is to be maintained. Near the Barrington Road intersection, an off-street facility may be investigated. Three cross road culverts are proposed for replacement as a part of this work. The contract was awarded for the culvert design and work is underway. The Northwest Municipal Conference (NWMC) programmed funds for Phase II Engineering and construction. The Phase II funds will partially reimburse the Village for staff time spent in design.

#### *IL 59/Shoe Factory Road Right Turn Lanes*

The application for CMAQ funds to build right turn lanes at the intersection was approved. Funding is included for Phase I & II engineering in 2010 and 2011 with funds for construction in 2012 (total about \$1 million). The State and County will pay the local match of 20% for the work. Letters of intent from both the State and County were received. If needed, Village impact fee funds could be used for a portion of the local match. SEC Group was retained by the Village to perform all engineering phases and handle required paperwork and documentation. Engineering agreements were approved by IDOT and a kickoff meeting was held. Preliminary design is underway and has been submitted to IDOT.

#### *Higgins / Moon Lake / Governors*

IDOT has completed all paving and sidewalk work. A final invoice from the State is pending.

#### *RTA Community Planning Grant Application*

An application was submitted for 2011 funds to the RTA to develop specific operating plans for flexible transit services. The project was approved for funding by the RTA Board in December 2010. The project builds on the findings from the Joint Transit Study completed for the Village in 2004. These flexible services are a hybrid of route operation and a call-in service. The goal is to create operating plans with estimates of costs, ridership, and potential funding sources.

The estimate of cost is about \$80,000 with the Village share of 20%. The RTA will select a consultant and determine a specific scope and cost estimate. An initial meeting with RTA Staff was held.

### *Other Grant Applications*

Several other funding applications were submitted but not selected for funding. Two CMAQ bicycle projects scored very well but were not included in the primary project list by CMAP due to limited funds. One was the bicycle path under the Tollway and Hoffman Boulevard bridges adjacent to the CN right of way. The other was the Huntington Boulevard / Harmon Boulevard corridor. These projects are on a "B List" meaning that if funds become available, they could be eligible for programming.

Another project was a bicycle path connection on Central Road. The application for Illinois Department of Natural Resources grant was submitted but due to limited funding from the State, no projects have been selected yet. The DNR application was resubmitted in response to a call for projects.

A federal Tiger II pre-application was submitted for the Barrington Road interchange design. A full application was also submitted, however due to the extremely competitive nature of application and the constraint of funding available, it was not selected.

Staff also submitted an ITEP application for the bicycle path project to connect Shoe Factory Road to Prairie Stone and to pave the gravel Forest Preserve path. The project was not selected for funding.

Staff submitted a Model Communities Grant application to Cook County Department of Health. The funds are ARRA originally from the Federal Government. Funds are to be used to reduce obesity through physical activity and improved nutrition. The Village application included policy review, bicycle route signage, and bicycle parking. The grant provides 100% funds with no local match and must be spent between February 2011 and March 2012 if awarded. The Village is partnering with HEPD, NWMC, and GE Capital on the application.

### **Agency Coordination**

#### **CN Purchase of EJ&E**

STB approval of transaction became effective on January 23, 2009. There are several appeals pending in Federal Court. The Canadian National will provide information on expected date of increase in freight traffic when available.

STB has posted monthly and quarterly reports of status provided by the Canadian National. The STB reviewed discrepancies in reporting incidents and will rule on any additional actions and requirements. Information and links are provided on the Village website. At the request of the Village, Cook County installed a flashing beacon on an existing warning sign in advance of the hillcrest east of the railroad crossing. Work on the new advance warning sign on Shoe Factory is underway. The CN License Agreement for access to crossing data was approved by Village Board. Staff met with Canadian National staff and consultants to discuss plan development and implementation of parts of the agreement such as the soundwall, changes at the track crossing, extending the existing siding, and installing an advance message sign on Shoe Factory Road. Items like the soundwall concept will undergo public review and some will require Village Board review and approval. Status information is posted on the Village Website.

When information is received from CN, a public open house meeting can be scheduled. Staff appeared at ICC Hearings in October and early December to provide testimony in support of a pedestrian/bicycle crossing of the railroad right-of-way. The hearing was continued until January 2011.

### **Shoe Factory Road - Cook County**

Civiltech submitted revised plans and drainage analysis to the Village and Cook County for review. The Village is reviewing plans and will provide comments to the County and the consultants. As-built information on various utilities and stormwater calculations were provided to the consultant.

### **Northwest Tollway (I-90) Corridor Study**

No new information.

### **O'Hare Noise Compatibility Commission**

Attended full Commission Meeting in early December.

### **Pace HOT Line Bus Service (Route 557)**

The most recent ridership data provided by Pace is from December 2010 with a total of 655.

Average daily ridership using the EZ-Rider Pass was about 20 to 25 per day through September. Total ridership is closer to 40 to 45 per day based on the most recent data from Pace. This is due to cash paying customers riding the bus, presumably from AT&T. Monthly totals vary due to the number of weekdays in the month and seasonal variations in transit ridership.

Due to funding constraints the businesses will not be able to contribute to the local cost of the service. A Public Hearing for elimination of the route is scheduled for February 1, 2011. Employers have been provided information on other transit options.

### **Pace Route 554**

The most recent ridership data provided by Pace for Route 554 was through November 2010. Year to date ridership is about 21% higher than the long term average ridership (2004 to 2008) through October. Pace is investigating potential enhancements to Route 554.

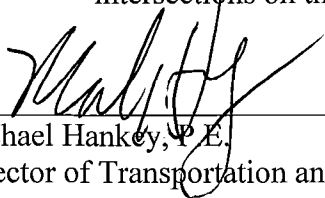
### **STAR Line**

An update was requested from Metra but no information has been received yet.

### **Traffic Studies / Other**

- Work began in December 2010 on the update to the Road Improvement Impact Fee Program.

- Information has been included on the website for engineering services as well as posting new transportation data.
- Village ADT Map posted to website.
- Assisted Police and Public Works for placement of programming PCMS for projects and special notices as needed.
- Event planning and coordination with Police Department, Standard Parking, and Sears Centre staff as needed for Sears Centre.
- Several residents are considering the Neighborhood Speed Watch program.
- Staff is developing an informational brochure on transit services offered in the Village.
- Keeping log of public transit related requests, inquiries, phone calls, etc.
- Public transit information provided on Village website. Information expanded to include more links and a map of transit services in the Village.
- Submitted requests to IDOT for them to investigate safety funding at several intersections on their system.



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Michael Hankey, P.E.  
Director of Transportation and Engineering Division