

THE ILLINOIS STATE TOLL HIGHWAY AUTHORITY
MINUTES OF THE REGULAR BOARD MEETING
June 30, 2011

The Illinois State Toll Highway Authority met in regular session on Thursday, June 30, 2011 at approximately 10:00 a.m. in the Board Room of The Illinois State Toll Highway Authority's Administration Building in Downers Grove, Illinois. The Meeting was held pursuant to By-Laws of the Authority upon call and notice of the Meeting executed by Chair Paula Wolff and posted in accordance with the requirements of the Open Meetings Act.

Bolded entries indicate issues which will require follow-up to present to the Board.

Chair Wolff stated that this is the regularly scheduled meeting of the Board of The Illinois State Toll Highway Authority and asked the Board Secretary to call the roll. Those Directors present and absent were as follows:

Present:

Chair Paula Wolff

Director James Banks

Director Tom Canham

Director Bill Morris

Director George Pradel

Director Maria Saldana

Director Carl Towns

Absent:

Governor Pat Quinn

Secretary Gary Hannig

Chair Wolff called the meeting to order and introduced Executive Director Kristi Lafleur to give a brief overview of the Energy Reduction presentation given by Jeff Redding, Chief of Operations, in an earlier committee meeting.

Ms. Lafleur reminded the Board that Executive Order 11 directs state agencies to lead by example in waste prevention, energy efficiency and conservation, procurement, and water quality and conservation by making a 25 percent reduction in energy consumption by 2025. To that end, she noted a couple of the energy reduction measures taken by the Tollway over the last eighteen months, including: the development of a tracking system for energy costs and the installation of window treatments that could help the Tollway save 20-25 percent on its energy bills. Additional measures are outlined in the attached presentation.

[\[insert link to Energy Reduction presentation\]](#)

Ms. Lafleur indicated that by implementing these sustainability practices, agencies will not only provide benefit to residents from the improved air, land and water quality, but they will also save Illinois taxpayers' money by reducing utility bills, waste disposal fees and other operating costs.

University Research Symposium

Paul Kovacs, Chief Engineer, gave a brief update on the first university research symposium held by the Tollway. The purpose of the event was to inform research institutions about the type of research projects the Tollway is interested in exploring in the future.

Director Morris commented that a broad spectrum of educational institutions attended the forum and that they were encouraged to do joint ventures.

Chair Report:

Director Morris moved for approval of the Minutes of the Regular Board Meeting held on May 26, 2011; seconded by Director Towns. The motion was approved unanimously. Approval of the minutes from the Executive Session held on May 26, 2011 and the Oases Working Group meeting held on May 23 was deferred to the next Board meeting.

Chair Wolff asked that the new Committee Chairs meet with Executive Director Lafleur to discuss the logistics for the committee meetings. The new Committee Chairs and members are as follows:

Finance Administration Operations

Committee Chair: Director Saldana

Committee Members: Directors Canham and Morris

Customer Service and Electronic Tolling Committee

Committee Chair: Director Morris

Committee Members: Directors Pradel and Towns

Strategic Planning and Program Design Committee

Committee Chair: Director Weisner

Committee Members: Directors Canham and Saldana

Audit Committee

Committee Chair: Director Banks

Committee Members: Director Morris and Chair Wolff

Executive Committee

Committee Chair: Chair Wolff

Committee Members: Directors Banks, Morris, Saldana and Weisner

Chair Wolff will be an ex-officio member of all of the committees.

Chair Wolff reviewed with the Board the committee charters for each new committee—which reflected comments from Directors from prior discussions--- and solicited feedback from the Directors on each charter. No feedback was provided. The charters for each committee can be found by clicking on one of the following links: [Audit](#), [Customer Service](#), [Executive](#), [Finance Administration Operations](#), and [Strategic Planning](#).

Director Banks moved for adoption of the committee charters and the appointment of committee chairs and members; seconded by Director Saldana. The motion was approved unanimously.

Chair Wolff noted that the creation of the new committees does not prohibit the formation of working groups when needed. She also thanked staff for attending the Governor's signing of a bill prohibiting the placement of election official's names on Tollway signs.

Executive Director Report:

Executive Director Lafleur introduced the new Chief of Internal Audit, Mike Fudali and asked the Board to join her in welcoming him to the staff.

Tollway Capital Planning Forums

Ms. Lafleur then previewed the attached presentation [\[insert link\]](#) that she planned to give at five capital planning forums in July to help the Tollway craft its ten year capital plan.

During the presentation she highlighted a list of the Tollway's emerging priority projects as defined by the Board. The project list included taking care of the existing systems needs such as the following: the reconstruction and widening of the Jane Addams Memorial Tollway (I-90); the reconstruction of the Tri-State Tollway (I-94/I-294); preservation of the Reagan Memorial Tollway (I-88); preservation of the Veterans Memorial Tollway (I-355); the repair of roads, bridges and maintenance facilities system-wide; and other capital projects.

Ms. Lafleur highlighted other projects identified as Tollway Board priorities including: Jane Addams Memorial Tollway (I-90), the Elgin O'Hare West Bypass, I-294/I-57 interchange, IL Route 53 North Extension and Illiana. She indicated that the Tollway recommends the formation of a blue ribbon advisory council to determine whether there is sufficient support for the IL Route 53 North Extension project and to provide an avenue for a consensus about its design to be reached among key stakeholders.

Director Morris suggested that a representative from North Cook County should also be involved in the blue ribbon advisory council.

Executive Director Lafleur indicated that a new capital plan – and these projects in particular – has the ability to deliver jobs, stimulate the economy and provide the congestion relief our customers want and need.

Ms. Lafleur commented that the Tollway is working to find the balance between limited available funding, the need to take care of our existing roads and any new projects the Tollway can help build in the future. She thanked the Board for agreeing to participate in capital planning forums scheduled in July.

Chair Wolff asked whether the forums would be broadcast on the internet. Ms. Lafleur indicated that the Tollway Communications team would work with each host organization to confirm whether it was possible to do the live broadcast from the respective host locations. She also noted that there will be other opportunities for the public to provide feedback if they are not able to attend the meetings.

Electronic Tolling Technology Assessment

Ms. Lafleur introduced Shana Whitehead, Acting Chief of Business Systems, to give an update on the Tollway electronic tolling assessment initiated after problems with Tollway notices to Indiana were identified last summer.

Ms. Whitehead explained that the assessment was commissioned to determine whether there were additional backlogs and to help inform selection of a new system. The assessment was completed over a five-month period and the final report was received recently. She reviewed the actions taken to date by the Tollway which included: keeping the existing vendor to manage existing system; establishing a plan to procure and implement a new system to accommodate future growth; establishing a realistic timeframe for evaluating, selecting, and implementing a new system according to leading practices; and making a commitment to maximize the existing system to enhance customer service in the interim.

Ms. Whitehead indicated that the assessment showed that although the Tollway collects almost all revenue due, the current system architecture

and performance is inadequate to support continued growth and customer service improvement. Proposed solutions include: improve management of the existing system by expanding system documentation; establish better data management procedures; establish a more robust test environment; and continue to improve direct involvement with daily management of existing system.

Chair Wolff asked for further explanation of the vendor's recommendation to "improve direct involvement". As an example, Ms. Whitehead indicated there are certain reports that are needed from the system that only the vendor knows how to generate and Tollway employees need to be trained to access and generate those reports.

The assessment also revealed that violation backlogs exist and may continue. Approximately \$1.8 million in tolls are backlogged as far back as 2003. The recommendation to remedy this problem is to cleanse the system of notice data as old as 2003 to protect customers. Approximately \$1.5 million in backlogged tolls are violation transactions from the past two years – mostly from out of state drivers. Ms. Lafleur clarified that the backlog related to out-of-state drivers is not due to a system error but because the data sources have just been made available. As a result, the tolls from those out-of-state drivers will be pursued using the new data in a similar manner to the Indiana violations last summer. Ms. Whitehead also indicated that approximately \$700,000 in refunds dated as far back as 2004 is owed to Tollway users due to overpayments.

Chair Wolff asked for a projected end date on resolving these issues. Ms Whitehead indicated that it would take at least six months.

Ms. Whitehead recommended implementation of a 90 Day Rule that will invalidate notices that are not issued within 90 days of the 3rd violation. Implementation of this 90 Day Rule would eliminate the occurrence of large number of violations being sent out due to backlogs.

Director Morris asked that a resolution be prepared authorizing management to implement a 90 day rule within this calendar year. General Counsel Tom Bamonte committed to preparing that resolution for the next Board meeting. **Executive Director Lafleur indicated that although the motion and affirmation of the 90 day rule is important based on her sense from the Board, staff will begin work to get the 90 Day Rule implemented immediately.**

Chair Wolff thanked the Customer Service Working Group and the Business Systems staff for their progress on this issue. Director Canham asked how many Tollway users do not pay their tolls daily. Ms. Whitehead estimated that over 95% of users pay their tolls.

Director Weisner indicated that he liked the fact that the Tollway is not waiting to implement a totally new tolling system to correct issues created by the current outdated system. He commended the Customer Service Working Group and staff for their roles in getting to this point.

I-90 Corridor Planning Council

Executive Director Lafleur indicated that the first meeting of the I-90 Corridor 90 Planning Council took place last Thursday and that there was a very strong turnout. She thanked Director Morris for attending the meeting. In its first meeting, the Council developed a set of guiding principles to guide its work, including:

- 1) Improving the performance of the I-90 corridor to support economic vitality across northern Illinois, thereby enhancing passenger, commuter and freight mobility throughout the corridor.
- 2) Requiring cooperative planning among agencies and municipalities to guide future investments along I-90 in a transparent and accountable manner.
- 3) Collectively, planning for current and future levels of congestion by

improving the overall throughput of the corridor by enhancing accessibility and providing choices with Tollway, IDOT and CTA. Future plans must take into account the broader impacts and benefits within the corridor.

4) Minimizing the environmental impacts of transportation infrastructure and operations and promote sustainable practices.

5) Supporting financially viable solutions that protect the I-90 corridor and allow flexibility for future growth.

6) Maximizing the use and extending the lifecycle of the collective infrastructure assets.

Ms. Lafleur also shared that as a follow-up to the Tollway's recently approved agreement with the RTA, staff initiated a technical working group with the transportation agencies (RTA, IDOT, Metra, Pace and CMAP) to begin evaluating design concepts for the Tollway's portion of I-90. The initial meeting with this group proved to be successful. The goal is to develop a cost-effective option to accommodate the Tollway's immediate needs, while not precluding future transit expansion opportunities.

The next meeting of the Corridor Planning Council will be on July 13. She committed to keeping the Board updated on the Council's progress and meeting dates.

Elgin O'Hare West Bypass

Ms. Lafleur informed the Board that the Elgin O'Hare West Bypass Advisory Council held its last official meeting earlier that week and that the final report will be sent to Governor Quinn. After eight months of hard work, each working group presented its goals and guiding principles and recommendations to the full Council and its co-chairs.

Although it was the last full Council meeting, the Finance Working group has unfinished business. DuPage County has agreed to continue this important work and meet through the end of the year to refine its recommendations to fund this important project.

Ms. Lafleur indicated that there was unanimous support for tolling on the Elgin O'Hare. While there is still much work to be done, the discussion of tolls and the Tollway will continue to be a key topic of discussion as this project moves forward.

She reiterated how positive this process was for the Tollway in terms of bringing people to the table to discuss how to move this critical project forward. She suggested that the Governor's Advisory Council will serve as a model for how to approach other major project plans in the future.

Ms. Lafleur committed to providing the final report to the Board for discussion at a future Board meeting.

Chair Wolff thanked staff for their efforts to put together these advisory councils.

Consent Agenda:

Chair Wolff began the consent agenda (which consisted of items reviewed earlier in detail by Committees) by calling for a motion adopting the following resolutions:

Approval to write off unpaid miscellaneous receivables in the amount of \$21,914.67.

Director Banks moved for adoption. Seconded by Director Saldana. The motion was approved unanimously. Chair Wolff called for a motion adopting the following resolutions:

Amending of Board Resolution No. 19402 – Correction of Dollar amount. Cost to the Tollway: \$2,491,272.

Director Banks moved for adoption. Seconded by Director Weisner. The motion was approved unanimously. Chair Wolff called for a motion adopting the following resolutions:

Award of Contract No. 11-0111 to Bell City Battery Manufacturing, Incorporated for Automotive Batteries, in an amount not to exceed \$52,000.00 (CMS Master Contract).

Award of Contract No. 11-0158 to Wright Express Financial Services Corporation for Commercial Fuel Cards, in an amount not to exceed \$120,000.00 (CMS Master Contract).

Award of Contract No. 11-0166 to Environmental Systems Research Institute for ESRI Software Maintenance, in an amount not to exceed \$44,039.54 (CMS Master Contract/Sole Source).

Award of Contract No. 11-0139 to Sherwin Industries, Incorporated for Asphalt Crack Sealer, in an amount not to exceed \$128,285.34 (CMS for Tollway).

Director Morris moved for adoption. Seconded by Director Saldana. The motion was approved unanimously. Chair Wolff called for a motion adopting the following resolutions:

Award of Contract 11-0033 to Quality Window Tinting for Window Tinting at the Central Administration Building, in an amount not to exceed \$39,263.00.

Award of Contract 11-0036 to United Construction Forces for providing parts and labor to replace glass windows as needed system-wide in an amount not to exceed \$42,146.00.

Director Banks moved for adoption. Seconded by Director Saldana. The motion was approved unanimously. Chair Wolff called for a motion adopting the following resolutions:

Full Release of Retainage on Contract No. I-07-5233 to Plote Construction, Inc. on the Northbound Tri-State Tollway (I-94) Milepost 65.0 (IL Route 137/Buckley Road) to Milepost 70.5 (South of Stearns School Road) in the amount of \$160,000.

Director Banks moved for adoption. Seconded by Director Morris. The motion was approved unanimously. Chair Wolff called for a motion adopting the following resolutions:

An Intergovernmental Agreement with the Department of Transportation and Village of Glenview. Cost to the Tollway \$0.

An Intergovernmental Addendum Agreement with the DuPage County Forest Preserve District. Cost to the Tollway up to a maximum of \$65,000.

Property Damage Settlement Authority. Cost to the Tollway \$38,117.00.

Litigation Settlement – Wright. Cost to the Tollway \$39,361.

Director Morris moved for adoption. Seconded by Director Banks. The motion was approved unanimously.

There being no further business, Chair Wolff requested a motion to adjourn. Motion to adjourn was made by Director Morris; seconded by Director Weisner. The motion was approved unanimously.

The meeting was adjourned at approximately 11:30 a.m.

Minutes taken by: _____

Tranece Artis
Board Secretary