

Minutes
TIP PROCEDURES COMMITTEE
(approved 7/14/03)

Meeting Date: August 13, 2002

Meeting Location: CATS

Attendance:

Jack Groner	Metra, Chair
Matthew Bieszczat	CDOT
Christine Bridges	CDOT
Michael Connelly	CTA
Jill Leary	West Central COM, representing COM
Alan Mamoser	NIPC
Patricia Morris	USEPA
Mike Rogers	IEPA
Patricia Berry	CATS
Teri Dixon	CATS
Michelle McFarland-McDaniels	CATS
Mike Walczak	CATS

Call To Order: Chairman Groner called the meeting to order at 10:00 A.M.

I. Approval of minutes

The December 13, 2001 and February 25, 2002 meeting minutes were approved on a motion by Mr. Rogers, seconded by Ms. Leary.

II. MOBILE6 and TIP changes

Mr. Rogers notified the committee that after the one-year anniversary of the release of MOBILE6 on January 29, 2003, all conformity determinations must be made using MOBILE6. The region will not be able to use the consultation process to consider addition of non-exempt projects or moving non-exempt projects forward across analysis years until the new MOBILE6 budgets are established. Chairman Groner requested that this deadline be discussed at the next Work Program Committee meeting to be sure that all implementers are aware of this looming deadline. IEPA is aiming for having new budgets in place between January and March 2003.

III. TIP Brochure

Ms. Dixon reviewed the draft TIP brochure distributed with the mailing. All comments and suggestions are welcome. The brochure has been under development for some time. It currently includes summaries of many of the topics discussed in the TIP. Ms. McFarland-McDaniels of the CATS Communication Division has been hard at work editing the brochure and was introduced to the committee. One item that has to be fleshed out is the summary of the public comment timetables for the various agencies. Since inclusion in the TIP usually occurs after other opportunities for public comment have occurred, it is important to let the public know these schedules so that they have an opportunity to comment as early in the process as possible.

Discussion then turned to the quest for an interactive TIP on the CATS Web site. Ms. Berry reminded everyone that the USDOT Chicago Metro Office has been urging CATS to utilize the Web site to display not only maps of the projects, but some way of allowing the general public to see information about various TIP projects. Mr. Groner asked for a report on current efforts. Ms. Berry said that two staff members have joined the TIP recently and it is hoped that work on the GRETA (Geographically Referenced TIP in ArcView) project will continue. Currently, pdf files with copies of the maps of all TIP projects are available on the CATS Web site. Staff is exploring options including different interfaces to make it easier for the general public to view TIP projects and data about those projects.

IV. Project Submittal Forms

Mr. Walczak reviewed the updated TIP Project Submittal Forms with the committee. He described plans to put the new forms and instructions on the CATS Web site so they can be easily downloaded. Further work is required to determine if implementers will be able to complete the forms and submit them online, or if implementers will need to print out the forms and mail them back. A map will have to be mailed regardless. The main challenges identified were the overall feasibility of on-line submittals and the ability of the CATS e-mail system to handle the file size of the submittals. Mr. Walczak discussed each section on the forms and reminded all that the TIP division is available for any questions or help required by the programming agencies. The deadline for the initial submittal of non-exempt projects is November 22, 2002. Subsequent to the meeting it was decided that the forms should be mailed back.

V. Other Business

Ms. Berry said that the fax poll of TPC members to determine whether to develop a five or six-year period was inconclusive. Most implementers

have no preference. The Counties and Council of Mayors have utilized the flexibility afforded by the sixth year. RTA had indicated a preference for a five-year TIP to match the five-year program it adopts. The service boards again affirmed that they would include only RTA Board approved projects in their TIP submittals. Subsequent to the meeting it was agreed that an FY 04-09 TIP would be developed, although most implementers will not be submitting any projects for FY 09.

VI. Next Meeting

The next meeting was left on call.