



UNIFIED WORK PROGRAM COMMITTEE MEETING

MINUTES

March 11, 2005

The meeting was held at 10:00 AM at the Chicago Area Transportation Study, Cunningham-Williams Conference Room, 300 West Adams Street, Chicago, Illinois. Those present at the meeting were:

Unified Work Program Members

Gordon Smith, <i>Chair</i>	Illinois Department of Transportation
Ralph Coglianesi	NIPC
Jack Groner	Metra
Mark Pitstick	Regional Transportation Authority
Dusty Powell	Lake County
David Seglin	Chicago Department of Transportation
David Simmons	Chicago Transit Authority
Lorraine Snorden	Pace
Mark Thomas	CATS

Transportation Operators, Planning Officials and Municipal Staff

Chuck Abraham	IDOT DPT
Linda Bolte	NIPC (<i>Alternate Member</i>)
Bob Dean	DMMC
Ernestine Flient	CTA (<i>Alternate Member</i>)
Jacky Grimshaw	CNT
Patty Mangano	RTA (<i>Alternate Member</i>)
Beth McCluskey	NC Council of Mayors
Janice Metzger	CNT
Vicky Smith	SW Conference of Mayors
David Tomzik	Pace (<i>Alternate Member</i>)

CATS Staff

Claire Bozic	Craig Heither	Tom Vick
Janet Bright	Ryan Herren	Kermit Wies
Parry Frank	Gerald Rawling	

MEETING SUMMARY

A. Approval of Minutes

On a motion from Mr. Seglin and seconded by Mr. Groner, the minutes of the January 14, 2005 committee meeting were approved without change.

B. FY 2006 UWP Proposal Summary Information

Mr. Thomas briefly discussed the proposed FY 2006 funding summaries, and provided a comparison of the FY 2005 program grants and FY 2006 funding requests by agency. Mr. Pitstick expressed a concern that the Committee should be making decisions based on what makes good planning sense rather than matching last year's agency marks. He noted the RTA submittals represented important projects that should be done in the region, but not necessarily by the RTA.

The second handout summarized the emphasis areas and federal requirements agencies included with each proposal. CATS staff added categories in two other areas: 1) safety and arterial management categories were added in response to feedback from the Policy Committee on the emphasis areas; and 2) "relationship to federal requirements" categories were added to address a directive from the WPC on determining how the UWP meets core requirements. CATS staff took the first cut at filling in these additional categories to provide an opportunity for committee discussion.

Mr. Smith stated the WPC was interested in how much of the UWP funds core requirements and if it could be documented. Mr. Thomas stated staff would like to receive committee input on the table, and hoped other federal requirements and areas of federal guidance would be identified. Mr. Groner felt the table was a good start at answering some of the Policy Committee and WPC questions.

CATS staff will e-mail the emphasis area/federal requirement summary table to members following the meeting to obtain comments by Wednesday, March 16th. All comments will be compiled and a revised table will be sent out on Friday, March 18th prior to the next meeting.

C. Questions about Individual Proposals

NIPC projects

Mr. Groner asked how NIPC would handle the inclusion of Kendall County in the Metropolitan Planning Area. Mr. Coglianese stated it is already included in the forecasting data NIPC develops for CATS' modeling, even though it is not included in *Common Ground*. Ms. Bolte stated they may need to look at the additional cost of providing more detailed data for areas outside of the six counties. She also noted in the past Kendall County was concerned about the cost of upgrading their datasets to the level of the other six counties, and wondered who would pay for the work. Mr. Smith stated a lot of work had been done for Prairie Parkway planning, and felt those efforts would provide a good base to start from. Ms. Bolte stated they would talk to their staff about this issue and report back to the committee at the next meeting.

Mr. Coglianese stated NIPC project figures had changed to reflect additional staff and the committee had already received the revised proposals.

Regional Council of Mayors projects

Ms. McCluskey requested that the proposed FY06 funding for project #1002 be increased \$25,000 so Kane County can assume planning liaison functions for all of Kendall County.

CATS projects

Ms. Snorden requested more information about project #116, Motor Freight Velocity Project. Mr. Rawling stated the project would provide data from truck transponders on the travel speeds of heavy vehicles in the region for all times of the day, and would be similar to a project completed on the west coast. Ms. Bolte asked if project #108, Freight Media Project was to be marketed to local officials and if the freight industry should be involved. Mr. Rawling stated the project would cover the entire freight industry so it was not being pitched to individual rail or trucking companies. The project would be unique to the abilities of the Intermodal Advisory Task Force.

Ms. Bolte noted that CATS proposals did not include staff time to monitor contracts. Mr. Thomas stated staffing costs cover current staff and are spread throughout the projects. Ms. Bolte suggested some staff time should be assigned to consultant oversight because of the large consultant burden for CATS. Ms. Snorden agreed it can take a significant amount of time.

Ms. Snorden noted that project #112, Human Services Transportation Plan and project #117, Paratransit Funding Database Update include activities Pace is already doing and stated they would work with Ms. Bozic. Mr. Smith encouraged coordinating efforts between agencies. Mr. Coglianese asked about the increase in costs for project #132 Travel/Data Monitoring. Mr. Herren stated the increase more accurately reflects where staff time is being spent and represents shifts from other areas. Mr. Groner asked about the funding for project #128, Transit New Starts Technical Assistance and noted CATS would be working with Metra on New Starts. Mr. Wies stated a large part of the work is modeling which is being billed under project #131, Travel Model Development and Support.

Mr. Pitstick asked about the status of project #115, Metropolitan Household-Based Activity and Travel Behavior Inventory. Mr. Wies stated the household travel survey concept had been re-worked to allow for the best use of available technology and to ask more pertinent questions of Citizens. The RFP was designed to be very open to allow consultants to develop the best way to collect the data. The RFP is going through the state's approval process and Mr. Wies expects work could begin in January. Mr. Smith stated IDOT OP&P has made it known that this is a priority for the region. Mr. Pitstick stated the RTA would like to participate in the project. Mr. Wies stated the WPC will be asked to establish a technical working group to monitor the project. Mr. Smith stated he will check on the status of the RFP and report back to the committee.

Ms. Bolte wondered if there were opportunities for other agencies to take the lead on contracted projects in order to get them implemented faster. Mr. Smith suggested that we discuss the issue with the Policy Committee. Ms. Bolte stated CATS does it with the cadre program and Mr. Vick noted that it had also been done by combining some rideshare activities with the IEPA Clean Air

program. Mr. Seglin suggested the committee take more time to think about the issue since any action would not be implemented for the proposed FY 2006 program anyway.

DuPage County projects

Ms. Bolte asked if the DuPage County projects received any CMAQ funding. Mr. Dean stated the projects were submitted for CMAQ funding last year and did not receive any. They were re-submitted to the proposed CMAQ program which should be finalized by August.

RTA projects

Ms. Snorden asked if project #906 relates to the DuPage County projects. Mr. Pitstick stated there was some relation but that the RTA project was more generic in terms of what the corridors would need. Ms. Bolte noted that there may be similar or companion tasks to that effort with the Framework plan, whose next step is to work with corridors.

D. Approach for Meeting Funding Mark

Mr. Smith stated the committee must decide how it will meet the funding mark. Mr. Groner stated agencies had submitted priorities in the past, and Mr. Seglin agreed that was a good starting point. Ms. Metzger stated the committee was talking about all of the projects together, and suggested splitting out the optional projects from the requirements. Mr. Powell stressed the need to make decisions based on the quality of the projects.

Mr. Groner stated he would like to see funding totals for the columns in the emphasis area\ federal requirement summary table. The Policy Committee input is also providing direction for the committee. Mr. Smith stated that the committee would ask the FHWA and FTA to comment on the categories and verify the eligibility of the proposals. Mr. Pitstick agreed it was a good idea to get their input, and suggested that the discussion at the next meeting look at the emphasis areas as well as the requirements. He suggested that staff look at the FY05 UWP to get a benchmark for how much of the program is meeting core requirements.

Committee members will submit their agency priority lists to CATS along with their comments on the emphasis area\ federal requirement summary table by Wednesday, March 16th.

E. Amendment to FY 2005 UWP

IDOT submitted the FY04 Illinois Tomorrow Corridor Planning Grant Program for inclusion in the UWP. Nineteen of the projects in the program are in northeastern Illinois. On a motion from Mr. Coglianese and seconded by Mr. Seglin, the modification was approved.

On a motion from Mr. Powell and seconded by Mr. Pitstick, the meeting was adjourned at 12:20 PM.

NEXT MEETING

The UWP Committee will meet Wednesday, March 23, 2005 at 10:00 AM in the **RTA boardroom at 175 W. Jackson, on the 15th floor**. The meeting tentatively set for April 8, 2005 at 10:00 AM was formally added to the schedule.