



UNIFIED WORK PROGRAM COMMITTEE MEETING

MINUTES

October 25, 2005

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

Unified Work Program Committee Members

Illinois Department of Transportation	Gordon Smith, <i>Chair</i>
Chicago Department of Transportation	David Seglin
Chicago Transit Authority	David Simmons, Ernestine Flient*
Council of Mayors	Dan Podgorski, Arlene Mulder*
Federal Highway Administration	Chris DiPalma
Metra	Thomas Weaver*
NIPC	Hubert Morgan**
Pace	Lorraine Snorden
CATS	Mark Thomas

* Alternate Member

** Representing Ralph Coglianese

Interested Parties

Center for Neighborhood Technology	Janice Metzger
DuPage Mayors and Managers Conference	Rick Curneal, Tam Kutzmark
IDOT DPIT	Amy Welk
Kane-Kendall Council of Mayors	Erin Royer, Holly Smith
North Central Council of Mayors	Beth McCluskey
South Suburban Mayors and Managers	Joe Heinrich
Southwest Council of Mayors	Vicky Smith
West Central Municipal Conference	Jill Leary

CATS Staff

Janet Bright	Craig Heither
Parry Frank	Tom Vick

MEETING SUMMARY

A. Approval of Minutes

On a motion from Mayor Podgorski and seconded by Ms. Snorden, the minutes of the September 15, 2005 committee meeting were approved without change.

B. Summary of Core Element Proposals

Mr. Thomas summarized the proposed core program and provided another view of the project requests based on the five core element categories. Mr. Weaver felt that Metra proposal #501 (Program Development - Metra) should be in the "Transportation Improvement Program" category not under "Regional Transportation Planning Efforts that Roll into Major MPO Products". Mr. Thomas stated staff had put it there because it encompassed more than TIP development. Mr. Smith stated the summary was not a final version and was only intended to assist the committee in decision-making. This issue can be addressed when the final program is being assembled.

Mayor Podgorski asked if the FY07 funding mark was available. Mr. Smith stated it would not be available until the federal appropriations were passed, but the FY06 mark was \$13.6 million. Mayor Podgorski also asked about the core element breakdown for the FY06 UWP. Mr. Thomas stated that this was a new process and that prior programs were not viewed in that way. Ms. Flent asked about the staffing costs for CATS, NIPC and the Council of Mayors in the FY06 program. Mr. Thomas stated he did not have NIPC's costs at hand, but that CATS was around \$5.2 million and the Council of Mayors around \$1 million. Mr. Weaver asked about the timeline for the CATS/NIPC merger. Mr. Smith stated co-location would happen this year, and that the Regional Planning Board has until September 2006 to develop a plan to merge the two agencies. At that point, action by the state legislature will be necessary to complete a merger.

C. Discussion of Core Element Proposals

Mr. Smith proposed that each agency discuss any new initiatives, enhancements or staff increases that were in the submittals. There were no core element submittals from the RTA or the counties.

Chicago

Mr. Seglin stated there were no additions or enhancements from last year to the City's two proposals. Mr. Weaver inquired about the consultant work for #201 (Preliminary Planning). Mr. Seglin stated they use consultants to perform some planning work as part of the Preliminary Planning proposal. He stated the proposal was similar in nature to the Council of Mayors proposal.

Metra

Mr. Weaver noted that Metra proposal #501 (Program Development - Metra) only includes staff directly involved in program development; it does not include those involved in project development, which would cost at least an additional \$150,000. He stated he would like to amend the proposal to include those staff. There were no objections so an amended proposal will be sent to CATS staff. Mr. Weaver also noted proposal #502 (Regional Model Development) is a new project supporting one staff member who supports CATS efforts in regional modeling and FTA New Starts modeling.

Pace

Ms. Snorden noted that proposal #701 (Pace Paratransit Coordination) is a new initiative from the state legislature requiring Pace to assume all paratransit responsibilities for the region. Funding is needed for coordinating the project, which will involve consultants and Pace staff. Approximately \$4-5 million from the RTA will fund evaluation of existing services. Mr. Seglin

asked if future funding requests for this project would likely be different than the current one; Ms. Snorden stated Pace will invest more resources in the first year and expects resource needs to be reduced in later years. Ms. Snorden noted that proposal #702 (Pace Regional Mobility Network) is a continuation of transit planning efforts that support the Regional Transportation Plan and will examine different service options.

CTA

Mr. Simmons stated that CTA had submitted proposals for a several activities responding to core element needs, in addition to its standard requests. They are: proposal #401 (CMAQ Development and Monitoring) which includes CTA's work in transit emissions estimation, proposal # 402 (Community Outreach), proposal #406 (Regional Security Planning) which involves coordination efforts with other first responders, and proposal #407 (UWP Development and Monitoring/CTA). Mr. Weaver inquired whether the community outreach funding was targeted to a specific project. Mr. Simmons stated it was for public outreach in general and was allocated based on the agency's priorities for the year.

Council of Mayors

Mayor Podgorski stated proposal #302 (Subregional Transportation Planning, Programming and Management) did not contain any new elements. He noted the program in proposal #301 (Council of Mayors Data Collection) is somewhat expanded to accommodate traffic count requests from municipalities.

NIPC

Mr. Morgan stated that the expansion of the Metropolitan Planning Area requires a data collection initiative for Kendall County in order to maintain forecasting abilities. This is reflected in proposals #601 (Data Services) and #602 (Geographic Information Systems). He noted proposal #605 (Regional Land Use Demand Model), which was not funded last year, would be used to acquire a new land use model and to hire a staff person to design and calibrate the model as an implementation tool for the 2040 Regional Framework Plan. Also, NIPC is requesting funding for proposal #608 (Public Involvement and Public Information), which was not funded last year. Mr. Seglin asked about proposal #604 (Implementation of the 2040 Regional Framework Plan) questioning if UWP funding should be used for implementation. Mr. Morgan stated the submittal is intended to be a planning function in how municipalities understand the Framework Plan and to help them reach the goal.

CATS

Mr. Thomas stated 14 of the agency's 22 submittals fall into the "Regional Transportation Planning Efforts that Roll into Major MPO Products" category. He noted the proposals responded to the committee suggestion that CATS provides coordination for the regional participants by including information on meetings. The proposals anticipate additional staff members at CATS to mitigate the significant decline in the number of staff over the last several years. Mr. Thomas also noted security planning was submitted as a separate proposal (#116 – Security Planning/Coordination). Mr. Smith asked if the staff expansion was for existing duties or new ones. Mr. Thomas stated it is to meet federal requirements; the additional staff will address recommendations from the MPO certification process and SAFETEA-LU initiatives. Mr. DiPalma added that the recommendations will require some additional effort for the region and reflect the difference between doing a job and doing it well.

Mr. Seglin inquired if all agencies would be submitting additional proposals during the competitive selection process. All stated they intended to do so. Ms. Flient stated the core elements proposals were leaving little or no funding for the competitive selection process. Mr. Seglin did not expect the core elements submittals to total more than the entire FY06 program.

Mr. Smith proposed that a Work Group be formed to develop a recommendation on the core elements portion of the program. He suggested it include a staff person from IDOT, the Council of Mayors and the RTA. Mr. Weaver agreed the Work Group was needed but suggested that the transit system operators have a place on the Work Group on a rotating basis in place of the RTA. Ms. Snorden felt the RTA, as the umbrella transit agency, was the appropriate Work Group representative.

On a motion from Ms. Snorden and seconded by Mr. Seglin, the formation of a Work Group was unanimously approved. The Work Group will have a recommendation for the committee to discuss at the next scheduled meeting.

D. Other Business

Ms. Metzger commented that a lot of the work in the submittals in the "Proactive Public Involvement Process" category deals with public information not involvement. She noted the difference between telling people information and engaging them in a dialogue. Mayor Podgorski noted that public meetings are a form a public involvement if people are free to comment. Mayor Mulder added that much happens below the radar, such as through emails, voice mails and personal exchanges in public. Mr. Smith stated he feels public involvement in this context can be defined as a targeted activity to fully engage a population. Ms. Metzger stated she would like to see more assessment of public comments and reporting back to the public in the MPO process. Mr. Smith recommended that the Work Group could break out the submittals into public participation and public information. Mr. Seglin noted projects won't fit neatly into one category. Mr. Morgan stated the region will be held to a higher standard of engaging the public under the Regional Planning Board.

Mr. Thomas noted that the competitive selection process will be held during the winter. Four potential emphasis areas have been suggested which will be discussed at the next meeting. The emphasis areas will be presented to the Work Program Committee at their December 16th meeting.

On a motion from Mr. Seglin and seconded by Ms. Snorden, the meeting was adjourned at 11:35 AM.

NEXT MEETING - The UWP Committee will meet Tuesday, November 15, 2005 at 10:00 AM in the main conference room at CATS.