



UNIFIED WORK PROGRAM

MEETING MINUTES - DRAFT

Thursday, October 13, 2022

1:00 PM

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/87420353306>

Meeting ID: 874 2035 3306
One tap mobile
+13092053325,,87420353306# US
+13126266799,,87420353306# US (Chicago)

1.0 Call To Order

Chair Michael Vanderhoof called the meeting to order at 1:01 p.m., and reminded the members that the meeting was being live-streamed, and asked Dan Olson to call the roll.

Present: IDOT Representative, CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, FHWA Representative, FTA Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent: IEPA Representative

Members present:

- IDOT Representative - Mike Vanderhoof
- FHWA Representative - John Donovan
- FTA Representative - Anthony Greep
- CMAP Representative - Alex Ensign
- CTA Representative - Christina Bader
- City of Chicago Representative - Jason Biernat
- Collar Counties Representative - Sidney Kenyon
- Metra Representative - David Kralik
- Pace Representative - David Tomzik
- Council of Mayors Representative - Michael Einhorn
- RTA Representative - Robert Morris

Staff present: Teri Dixon, Kama Dobbs, Ryan Ehlke, Tricia Hyland, Amy McEwan, Daniel Olson, Stephane Phifer, Jose Portillo, Mary Weber, Piotr Wietrzak

Others present: Doug DeLille, Emily Drexler, Lindsey Frey, Benet Haller, Christina Kupkowski, Heidi Lichtenberger, Joe Surdam

2.0 Agenda Changes

No agenda changes requested.

3.0 Approval of Minutes

3.01 Minutes from January 10, 2022

[22-474](#)

Attachments: [MeetingMinutes10-Jan-2022](#)

A motion was made by Sidney Kenyon (Collar Counties Representative), seconded by Jason Biernat (City of Chicago Representative), that the agenda item be approved. The motion carried by the following vote:

Aye: CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent: IEPA Representative

Abstain: IDOT Representative

Non-Voting: FHWA Representative, and FTA Representative

4.0 New Business

4.01 UWP Committee FY23 Membership

[22-470](#)

Attachments: [UWP FY23 Membership](#)

Sidney Kenyon's phone number is incorrect, will reach out to Dan Olson to update. Update: 630-407-6897. David Tomzik also placed his correct phone number in the chat: 847-228-2463

David Kralik, Sidney Kenyon, Robert Morris, and Alex Ensign provided introductions as new members or alternates of the committee.

Acknowledgment of Tom Kelso's passing, who served as chair for many years on the UWP Committee. IDOT intends to fill position, that person will eventually take the role of liaison to CMAP and UWP chair.

John Donovan raised question about intent to fill the IEPA vacancy to have clean air and environmental perspective. Jason Biernat agreed with value added by IEPA and collaboration between agencies, if UWP is not the proper place for them it would be good to have IEPA involved with CMAP work in some way.

A motion was made by Sidney Kenyon (Collar Counties Representative), seconded by David Kralik (Metra Representative), that the agenda item be approved. The motion carried by the following vote:

Aye: CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent: IEPA Representative

Abstain: IDOT Representative

Non-Voting: FHWA Representative, and FTA Representative

4.02 FY24 UWP call for core proposals memo[22-471](#)**Attachments:** [CmteMemo--FY 2024 UWP Process 9.29.2022](#)

Alex Ensign explained that CMAP's transportation subcommittee structure was reviewed by a working group consisting of members of the Transportation Committee:

- Facilitated working group to review committee structure, which has met three times
- Recommendations are being compiled that will be presented to the Transportation Committee in November, and MPO meeting in January
- Bylaws to be standardized, reporting structure to be established, working group to be created for IJJA, review membership on Transportation committees
- Would go into effect for FY24, will not impact this year's process. Goal is to ensure that meetings are productive and using members' time wisely

Sidney Kenyon: question on who made up the working group to consider the committee structure CMAP staff responded that members of the Transportation Committee were the primary makeup and Mike Vanderhoof added the goal is to facilitate consensus building. CMAP to provide update to UWP committee after Transportation Committee meeting in November.

Dan Olson explained the core proposal memo, specifying that final mark numbers may not be available until the end of October. The schedule is to release call for core proposals on 10/17, with proposals due back to CMAP 11/7, with a shorter time period for turnaround due to no competitive call. CMAP staff will distribute the template for core proposals following the meeting. Committee will review the proposals at the November 16th meeting, and will finalize recommendations at the December 14th meeting.

Michael Vanderhoof asked what is meant by "core" proposals? Dan Olson responded that core program activities relate to what is federally required for transportation planning as the MPO, and that competitive had different criteria for selection.

Christina Bader requested additional info on Complete Streets Planning funding for FY23 and what are the plans for those funds, which comprise about \$800,000 in total funds. Amy McEwan stated work in safe and complete streets was already being done at CMAP, have opened positions to kickoff this program in earnest similar to the ADA program. Information can be provided and is tentative for the next scheduled meeting.

Michael Vanderhoof commented that IDOT is looking at 2% increase in mark on the federal side, FTA numbers may be higher than previously anticipated.

David Tomzik asked a question whether CMAP needed to spend all money from FY23 allocation in the fiscal year. Challenge has been to have contracts ready on July 1st. Mike Vanderhoof stated agreements are live for 18 months and that activities that are underway and aren't finished up can be invoiced after. Dan Olson stated that operating agreements between CMAP and core program recipients are for 12 months from July 1 to June 30 and that internal fiscal controls to CMAP and accounting require this.

A motion was made by Jason Biernat (City of Chicago Representative), seconded by Robert Morris (RTA Representative), that the agenda item be approved. The motion carried by the following vote:

Aye: CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent: IEPA Representative

Abstain: IDOT Representative

Non-Voting: FHWA Representative, and FTA Representative

4.03 FY23 UWP Committee Schedule

[22-472](#)

Attachments: [CmteMemo--FY2023\(MeetingSchedule\)09-27-2022](#)

Dan Olson gave an overview of the intended UWP meeting schedule for the remainder of FY23. Dan Olson also mentioned that during the May meeting there would be a request to UWP members with recently completed projects to provide 2-3 presentations for the committee to review and ask questions.

A motion was made by Sidney Kenyon (Collar Counties Representative), seconded by Jason Biernat (City of Chicago Representative), that the agenda item be approved. The motion carried by the following vote:

Aye: CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent: IEPA Representative

Abstain: IDOT Representative

Non-Voting: FHWA Representative, and FTA Representative

5.0 Other Business

Lenny Cannatta raised the question if is it IDOT's intent to subsidize the match for all core proposals in FY23. Michael Vanderhoof replied that IDOT will get back to Lenny and confirm. John Donovan mentioned that the region experienced issues with over reliance on state funds and encouraged the region not to shy away from local dues. Michael Einhorn expressed opposition to the idea that Cohort 4 communities do not pay dues. Kama Dobbs from CMAP staff stated that the aim is to find a balance between providing assistance and seeking local dues.

Christina Bader raised the question on how does the competitive program fit into the subcommittee realignment discussed at the opening of the meeting. Amy McEwan stated we need direction from our policymakers before we can develop further recommendations/changes, after that recommendation is approved, we will apply that to a competitive program moving forward. Sidney Kenyon then asked if the agency was looking for funding from multiple sources. Amy McEwan replied the group is looking at other MPOs to see structure, different organizational styles that should be considered. David Tomzik then mentioned that having a robust competitive program would require scaling back the core program or identifying an additional funding stream. Jason Biernat also asked the question whether CMAP has started a planning program where planners are embedded in municipalities and if so, he is interested in learning more about this. Lastly, David Kralik asked whether the group's recommendations will go to the Transportation committee in November. Amy McEwan replied that they will go to Transportation Committee for recommendation and then MPO Policy Committee to approve.

6.0 Public Comment

This is an opportunity for comments from members of the audience. The amount of time available to speak will be at the chair's discretion. It should be noted that the public comment period will immediately follow the last item on the agenda.

There was no public comment.

7.0 Next Meeting

The next meeting will be November 16, 2022.

8.0 Adjournment

The meeting was adjourned at 2:09pm.

Minutes prepared by Dan Olson.