



UNIFIED WORK PROGRAM

MEETING MINUTES - DRAFT

Wednesday, December 11, 2024

1:00 PM

**Cook County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until December 10, 2024 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

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CMAP provides the opportunity for public comment. Individuals are encouraged to submit comment by email to info@cmap.illinois.gov at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

To review CMAP's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call To Order

Chair Swanson called the meeting to order at 1:00 p.m., reminded the members that the meeting was being live-streamed, and provided logistical announcements.

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

Non-Voting: FHWA Representative

Absent (NV): FTA Representative, and IEPA Representative

Members present:

IDOT - Megan Swanson
CMAP - Aimee Lee
CDOT - Buck Doyle
Council of Mayors - Heidi Lichtenberger
Counties - Scott Hennings
CTA - Christina Bader
Metra - Dustin Clark
Pace - Kristian Skogsbakken
RTA - Heather Mullins
FHWA - Jon Paul Diipla (non-voting)

CMAP staff present: Vas Boykovskyy, Teri Dixon, Kama Dobbs, Jane Grover, Richard Norwood, Mike Sobczak, Sarah Stolpe, Ryan Thompto

Others present: Jack Berens, Kristi DeLaurentiis, Drew Duffin, Michael Fricano, Brandon Geber, George Kandathil, Brian Larson, David Kralik, Gretchen Klock, Laura McFadden, Matt Pasquini, Jada Porter, Leslie Rauer, Melisa Ribikawskis

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes - August 14, 2024

[24-488](#)

Attachments: [UWP MeetingMinutes 08142024 DRAFT](#)

A motion was made by Counties Representative, seconded by CoM Representative, to approve the minutes as presented. The motion carried by a voice vote.

4.0 New Business

4.1 FY 2025 Updates

[24-490](#)

CMAP staff Kama Dobbs reviewed the summary of FY 2025 invoices provided to the committee and noted that timely invoicing is important for budgeting and cash flow purposes and is required by contracts.

CTA representative Bader noted that CTA hadn't received a copy of their executed contract until a month prior, which is the reason they haven't yet invoiced.

CMAP staff Dobbs requested that members review the report and let staff know if anything is inaccurate.

4.2 Draft FY 2026 Core Program Budget

[24-489](#)

Attachments: [UWP\(Memo\) FY26 Core Program 12042024](#)

CMAQ staff Kama Dobbs reviewed the memo contained in the packet describing the development process and staff recommendation for the FY 2026 core program budget and noted that the staff recommendation would be provided to the Transportation Committee on December 20, 2024 for their recommendation to the MPO Policy Committee for consideration of approval in January 2025.

Metra Representative Clark noted that Metra submitted a budget showing a decrease from the prior year due to a recent period of increasing hours for younger staff and decreasing hours for older staff.

CMAQ staff Dobbs also noted that funding for CMAQ's eTIP database, used by all agencies on the committee, is not included in the FY 2026 UWP budget because IDOT will be providing 100% funding for the database for CMAQ and other MPOs throughout the state.

4.3 Proposed 2025 Meeting Dates

[24-492](#)

Attachments: [UWP\(Memo\) 2025 Meetings 12042024](#)

Chair Swanson noted that staff's proposed schedule and meeting topics for 2025 was included in the meeting packet and requested approval.

A motion was made by Counties Representative, seconded by RTA Representative, to approve the 2025 meeting calendar as presented . The motion carried by a voice vote.

5.0 UWP Committee Member Updates

[24-491](#)

Chair Swanson invited staff from Metra to provide an overview of their Sustainability Plan work that was funded with an FY 2021 competitive grant.

CMAQ Representative Lee stated both agencies should coordinate on the methodology for modeling for GHG emissions. A discussion about development of an avoided emissions calculator followed. Metra staff Jack Berens noted the calculator would be for use by the average Chicagoland citizen. Counties Representative Hennings added McHenry County would appreciate access to the results of the study once complete.

Chair Swanson invited members to provide updates on other projects, but none were provided.

6.0 Other Business

There was no other business.

7.0 Public Comment

There were no comments from the public.

8.0 Next Meeting

Chair Swanson noted that based on earlier action to approve the 2025 meeting calendar, the committee's next meeting will be held on May 15, 2025 at 1:00 p.m.

9.0 Adjournment

A motion was made by City of Chicago Representative, seconded by Pace Representative, to adjourn. With all in favor, the meeting adjourned at 9:54 a.m.

Minutes prepared by Richard Norwood