



# Chicago Metropolitan Agency for Planning

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## Unified Work Program Committee Meeting Minutes

Tuesday February 16, 2010

10:00 AM

Offices of the Chicago Metropolitan Agency for Planning  
DuPage County Room  
233 S. Wacker Drive, Suite 800, Sears Tower  
Chicago, IL 60606

**Committee Members Present:** Keith Sherman (IDOT), Matt Maloney (CMAP), Mark Pitstick (RTA)\*, Rich Hazlett (City of Chicago)\*, Tom Rickert (Kane County), Beth McCluskey (Metra), Michael Connelly (CTA), John Donovan (FHWA), Leon Rockingham (Regional Council of Mayors), Lorraine Snorden, (PACE), Brian Giblin (CTA)\*, David Werner (RTA), David Seglin (City of Chicago), Sid Weseman (RTA),

\*Alternate Member

**Staff Present:** Randy Blankenhorn, Janet Bright, Dolores Dowdle, Patricia Berry, Joey Silberhorn,

**Others Present:** Chalen Hunter (McHenry County), Kama Dobbs (DMMC), Tammy Wiercak (WCMC), Mike Walczak (NWMC), Len Cannata (WCMC)

### 1.0 Call to Order

The meeting was called to order at 10:05 AM by Matt Maloney.

### 2.0 Agenda Changes and Announcements

There were no agenda changes. Sid Weseman announced he would be retiring from the committee.

### **3.0 Approval of the Minutes-January 12, 2010**

The January 12 minutes were unanimously approved by the Committee.

### **4.0 Cook-DuPage Study Reprogramming Request**

The WCMC requested that \$600,000 in UWP funds from the 2007-2008 “Cook DuPage Corridor Systems Alternatives Analysis” RTA project be reassigned to WCMC to move the project forward. Local match would be a soft match – municipalities would contribute in-kind support. The scope of the project would address the whole corridor. The project would start at the planning stage and then look to develop two pilots through the design process. Mr. Weseman questioned having systems analysis, which was not in the original scope and seen as part of other studies done by other agencies, as the biggest budget item and whether the focus should be on the screening and the design work instead. He suggested that the budget and components should be made clearer and that the resources may not be in the right areas. The WCMC replied they can take a look at it and adjust it as the project progresses. The project will use the original committee structure and can provide updates to this committee at future meetings.

The motion to reprogram the funds was approved by the committee.

### **5.0 Quarterly Expenditure Reports through second quarter FY 2010**

Metra reported that a contract has been executed for the FY 2008 project “Weekend station/Train Boarding and Alighting Triple Counts” and they will be move forward with expending funds.

The Counties reported that the DuPage pavement management system project (FY 2010) is moving forward and expending funds. Lake County’s 2040 Transportation plan (FY 2010) is finalizing the contract and should be moving forward within the next month.

RTA reports that they have executed contracts on their Regional Transit Technology Plan (FY 2010) and the Regional Coordination of Transit Satisfaction Surveys (FY 2010) and these should start moving forward.

The City of Chicago is in the consultant selection process for the Pedestrian Plan Phase II and the project should start this quarter. All of the FY10 projects that are contractual in nature still have to go through the procurement process. The Transportation Planning and Programming project is at around 24% of the funds spent and the TIP Development and Monitoring is at around 68-69%, and is being spent at about \$20,000/month. Mr. Maloney inquired as to when the City staff money

will “catch up”, as they are awarded more money each year. Mr. Seglin replied that they are catching up and will anticipate catching up within a couple of years. Mr. Blakenhorn asked the City to clarify what years the City is spending money from today. Mr. Seglin replied that they are spending '08 (TIP development) and '09 money (Transportation programming and planning).

CTA is moving forward on various projects in terms of consultant selection. They have an RFP out for the Optimize Customer Access to Real Time Info project and hope to get a contract awarded shortly. Due to 2 staff leaving and a maternity leave, they faced some setbacks but have hired new people to replace and are back on track. The Customer Satisfaction Survey is still proceeding.

Pace is spending 2009 money and they will need to get Mr. Maloney up to date figures as they recently switched accounting systems.

Mr. Rickert asked about looking at 2007 and prior budgets, as was discussed at the last meeting. Mr. Maloney said he had discussed leftover balances with Mr. Sherman, who had indicated that he believed that the majority of the balances had been rescinded. Ms. McCluskey inquired as to where the UWP records on balances were kept; Mr. Blankenhorn said that the records are kept at IDOT. Since 2007, CMAP has monitored and tracked project progress and expenditures, but the contracts are still with IDOT. Mr. Sherman said that IDOT is looking into leftover balances prior to 2007 and initial findings are that most of the money has been rescinded, but they are looking deeper into it and will let the committee know when they have the final amounts.

## **6.0 FY 2011 UWP Development Process**

Mr. Blankenhorn gave an update regarding funding from the state for matching FY 2011 UWP funds. There have been several meetings with the governor’s office and IDOT on this issue. The budget address is March 10<sup>th</sup>. Mr. Sherman said that the Secretary of Transportation is very concerned about the status of the Comprehensive Regional Planning Fund (CRPF) for funding CMAP’s operations. The biggest issue is the state of the General Revenue Fund, which currently supplies the funding for the CRPF. Due to the ongoing recession, the GRF has been hit particularly hard.

Core proposals have been submitted by CMAP, CTA, Metra, and the City of Chicago. CMAP has submitted 7 proposals at a total of \$12.5 million, a \$1 million cut from the previous year. Metra asked about the breakdown of transportation versus non transportation in CMAP’s proposals. Mr.

Blankenhorn replied that it is all transportation related and eligible for UWP funds, including staff work related to agricultural and food policy.

The Committee discussed whether there should be a vote on the submitted proposals at this meeting. Some members expressed the need to read them more closely and then discuss and vote at the next meeting. In addition, some members expressed that given the uncertainty of State funding for CMAP, that it would make more sense to wait until March and take up the Core and Competitive proposals as a single unit at that point. The committee requested a summary table of FY 11 proposals as well as pre 2008 accounting and what money might still be available for reprogramming. Ms. McCluskey also requested each agency analyze their own books and report on any unexpended funds that might be available to address FY 2011 needs.

Mr. Connelly asked how much of CMAP's proposals go to staff salaries and whether CMAP could institute furlough days, given the current situation. CMAP replied that most of the funding for FY 2011 goes to staff, and that the request is \$1 million down from last year. While some of this is due to staff attrition, the contract requests are also much lower for FY 2011. Mr. Connelly also questioned whether the agency was allocating enough to IT. Mr. Maloney responded that CMAP takes IT extremely seriously and while it has submitted its own stand alone proposal for IT, other submitted proposals also have a strong inherent IT component to them. Mr. Connelly also asked for a summary for what was funded last year versus what was requested. Mr. Maloney said CMAP could provide that.

## **7.0 Call for Competitive Proposals**

The call for competitive proposals is Monday February 15th. Proposals are due Friday March 5<sup>th</sup>. Council of Mayors, RTA, Metra, CTA, and the City state that they plan on sending in discretionary proposals. Pace will not. The Counties stated would check.

## **8.0 Public Comment**

There was no public comment.


## **9.0 Next Meeting**

The next meeting is March 16, 2010. Start time has changed to 10:30 a.m.

## **10.0 Adjournment**

The meeting was adjourned at 12:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matt Maloney". The signature is fluid and cursive, with a large initial "M" and a long, sweeping tail.

Matt Maloney  
CMAP