



# Chicago Metropolitan Agency for Planning

## Agenda Item No. 3.0

233 South Wacker Drive  
Suite 800  
Chicago, Illinois 60606

312 454 0400  
www.cmap.illinois.gov

### **Unified Work Program (UWP) Committee**

#### **Minutes**

October 14, 2015--2:00 p.m.

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

**Committee Members Present (\*Alternate):** Bruce Carmitchel, Chair (IDOT), Angela Manning-Hardimon (CMAP), Philip Banea\* (CDOT), Jennifer Henry (CTA), Holly Waters (Metra), Mark Pitstick (RTA), Tom Radak\* (Pace), Paula Trigg\* (Collar Counties), and non-voting member John Donovan (FHWA)

**Staff Present:** Holly Ostdick, Dan Olson and Sherry Kane

**Others Present:** Bruce Christensen, (Lake County DOT), and Tony Manno (RTA)

#### **1.0 Call to Order**

The meeting was called to order at 2:02 p.m. by the Chair; members were asked to introduce themselves.

#### **2.0 Agenda Changes and Announcements**

There were no agenda changes. Dan Olson, a CMAP staff who will assist with the UWP program, was introduced.

#### **3.0 Approval of the Minutes-June 10, 2015**

A motion by Paula Trigg was seconded by Mark Pitstick to approve the June 10, 2015 meeting as presented. All in favor, the motion carried

#### **4.0 FY 2017 UWP Process**

CMAP Deputy Executive Director for Finance and Administration, Angela Manning-Hardimon reported that the FY 2017 UWP process would mirror that of the previous year and will include the following: the call for proposals would be announced January 4, 2016, with both Core and Competitive proposals due by January 29; a presentation of proposals would be made at the Committee's February 18, 2016 meeting; the individual committee members' ranking of the proposals would be due to CMAP by February 26, 2016; due on March 3, 2016 is CMAP's tabulation of the committee ranked proposals with funding allocations; the UWP would be asked to adopt the FY 2017 program at its

March 9, 2016 meeting. Finally, Manning-Hardimon continued, the Transportation Committee would consider the FY 2017 UWP at its meeting in April, followed by the Regional Coordinating Committee in June, and final approvals sought by the CMAP Board on June 8 and MPO Policy Committee on June 9, 2016. The UWP document would be released following those approvals.

A motion to approve the changes in the FY 2017 UWP process was made by Mark Pitstick and seconded by Paula Trigg. All in favor, the motion carried.

#### **5.0 Committee Membership**

There were no changes to the committee membership.

#### **6.0 RTA Presentation/Update on Community Planning Program**

A principal analyst with RTA, Tony Manno, gave a presentation on the RTA Community Planning Program. Activities funded by UWP, Manno reported, include both the Community Planning Program (now a joint application with CMAP's Local Technical Assistance (LTA) program with a 50/50 funding split and project coordination) and Implementation Technical Assistance (primarily related to TOD zoning updates). Regarding the Community Planning Program, Manno described eligible applicants (local governments in the 6-county region and the service boards—Metra, Pace & CTA), eligible projects (TOD plans, transit improvement plans, corridor plans and plan implementation technical assistance) and other details (since 1998 over 170 studies have been completed, local matches vary, both consultant and staff assisted projects have been completed). Types of planning projects were covered, Manno continued, with a focus on implementation. Manno also covered TOD implementation activities and related percentage of access improvement plans, TOD zoning code updates and developer plans and described recent examples in Winthrop Harbor and Villa Park and the 2016 Community Planning Preliminary Program of Projects for which 17 applications had been received and 10 projects were recommended. Manno fielded questions related to local match (yes, at 20%), schedule (same as CMAP), murkiness related to UWP funding (the UWP funds used for the Community Planning program are only used to fund planning activities; not engineering or capital). Manno went on to say that the RTA also conducts ULI Developer Discussion Panels (using RTA funds) to help provide development guidance and advice to communities that have completed TOD plans, and works directly with ULI Executive Director Cindy McSherry. ULI members are given the opportunity to attend a discussion and typically 3-6 members participate in each panel. Members volunteer their time and these projects are a way for the panelists to learn about new development opportunities. The development market is becoming much more optimistic than it was a few years ago.

#### **7.0 FY 2015 Fourth Quarter Expenditure Report**

The FY 2015 Fourth Quarter Expenditure report was presented for review. Briefly, Angela Manning-Hardimon reported that the fourth quarter report shows funding nearly 80% expended, and that the request for FY 2016 First Quarter reporting, due by November 5, will be made soon.

**8.0 Other Business**

There was no other business before the UWP committee.

**9.0 Public Comment**

There were no comments from the public.

**10.0 Next Meeting**

The UWP Committee is scheduled to meet next on February 18, 2016 at 2:00 p.m.

**11.0 Adjournment**

A motion to adjourn at 2:25 p.m., by Paula Trigg was seconded by Mark Pitstick. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

/stk

02-10-2016

*Approved as presented, by unanimous vote, February 18, 2016*