



Chicago Metropolitan Agency for Planning

Agenda Item No. 3.0

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Chicago Metropolitan Agency for Planning (CMAA)

Board Meeting Minutes

February 10, 2016

Offices of the Chicago Metropolitan Agency for Planning (CMAA)
Cook County Conference Room
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

Board Members Present:

Rita Athas-representing the City of Chicago, Franco Coladipietro-representing DuPage County, Elliott Hartstein-representing Lake County, Al Larson-representing northwest Cook County, Andrew Madigan-representing the City of Chicago, Rick Reinbold-representing South Cook County (via tele-conference), William Rodeghier-representing suburban Cook County, Carolyn Schofield-representing McHenry County (via tele-conference), Peter Silvestri-representing Cook County (via tele-conference) Peter Skosey-representing the City of Chicago, Tom Weisner-representing Kane and Kendall Counties (via tele-conference), and non-voting members Brian Oszakiewski and Sean McCarthy-representing the Governor's Office and Leanne Redden-representing the MPO Policy Committee.

Members Absent:

Frank Beal-representing the City of Chicago, Gerald Bennett, Chair-representing southwest Cook County, Lisa Laws-representing the City of Chicago, and John Noak-representing Will County

Staff Present:

Joe Szabo, Angela Manning-Hardimon, Bob Dean, Tom Garritano, Tom Kotarac, Jesse Elam, Gordon Smith, Jane Grover, Ricardo Lopez and Sherry Kane

Others Present:

Mike Albin-DMMC, Elaine Bottomley-WCGL, Leonard Cannata-WCMC, Bruce Carmitchel-IDOT, Bruce Christensen-Lake County Council, John Donovan-FHWA, Jackie Forbes-Kane/ Kendall Council of Mayors, Janell Jensen-McHenry Council of Mayors, Mike Klemens-WCGL, Patrick Knapp- Kane/Kendall Council of Mayors, Steve Mannella-Metra, Brian Pigeon-NWMC, Mark Pitstick-RTA, Dave Seglin-CDOT, Chris Schmidt-IDOT, Mike Walczak-NWMC, Tammy Wierciak-WCMC, and Barbara Zubek-Southwest Conference

1.0 Call to Order and Introductions

CMAP Board Vice Chair Rita Athas called the meeting to order at 9:33 a.m., and asked Board members to introduce themselves.

2.0 Agenda Changes and Announcements

There were no agenda changes.

3.0 Approval of Minutes

A motion to approve the minutes of the January 13, 2016 meeting of the CMAP Board as presented was made by Elliott Hartstein and seconded by Mayor Al Larson. All in favor, the motion carried.

4.0 Executive Director's Report

Executive Director Joe Szabo reported that the CMAP continues to manage its fiscal challenges with 80% of revenue it receives as a direct recipient of federal funding from the FTA and FHWA. Szabo went on to say that this arrangement impacts the Agency's ability to pay outside contracts with the most significant impact on the Local Technical Assistance (LTA) program. Most of the LTA projects that are being handled by consultants have either ceased or will cease later in the month. Staff-led LTA projects are continuing to move forward. Of those being delayed, an assessment will be made to determine which can be taken in for staff to lead. The agency continues to be slow in paying its bills and conserving cash moving back to paying essentials (salaries, health benefits, rent, utilities and IT support). Staying this course will sustain us during the current fiscal year but without some type of resolution related to the 20% match, CMAP will face significant challenges in the new fiscal year that begins July 1.

Szabo reported that over 350 have said they will attend the launch event on February 24, and that staff was excited to kick off the 3-year long process for the next plan.

The Local Technical Assistance (LTA) program update was included in the Board packet.

Finally, Szabo reported that a new Chief of Staff had been selected. Melissa Porter is scheduled to start on March 7. The top candidate of the search committee, Porter, had worked with Szabo at the Federal Railroad Administration as Chief Counsel. Having gotten all the core competencies in a chief of staff, Szabo continued, Porter is also an attorney.

5.0 Procurements and Contract Approvals

Related to an intergovernmental agreement allowing the CTA and CMAP to leverage collective resources, and expand the current Brown Line study to include some elements of a capacity study that had been submitted for approval, a question was raised regarding an intermodal component in the study. While it does not contain an intermodal component, CMAP staff Jesse Elam reported, the system-wide capacity analysis of the rail system is needed to help make the case for capital improvements in the next long-range plan. Elam went on to say the study will give a better idea as to where capacity needs are and it helps on the technical side of the traffic demand model to see if we can do a better job capacity-constraining with ridership. Finally, from a practical standpoint, it is good to do right now because the CTA is already conducting a similar study on the Brown Line,

and we believe we can get the system-wide analysis at a lower cost. Also asked about CDOT's ongoing BRT work, Elam reported affirmatively that staff is aware of the BRT study, and while it may not tie in to this work, staff will look for opportunities to coordinate. A motion by Peter Skosey was seconded by Elliott Hartstein to approve the intergovernmental agreement as was presented. All in favor, the motion carried.

6.0 Committee Reports

A written summary of the working committees and the Citizens' Advisory Committee was provided. Rita Athas, Chair of the Local Coordinating Committee, reported that the committee had met earlier in the morning and presentations were given on two LTA projects: the Fox River Corridor Plan by the Villages of Algonquin and Carpentersville that addresses natural resources, transportation, recreation and place making; and MPC's Great Rivers Chicago project to reimagine the use of City rivers. Athas described CMAP's involvement in both projects, which are good examples of what the LTA program does. The Committee also considered the impacts of the State's budget impasse on the LTA program. Some projects will be suspended and it is anticipated there will be no new call for projects this year unless the state budget issue is resolved.

7.0 Future Leaders in Planning (FLIP) Update

CMAP staff Ricardo Lopez reported that CMAP's Future Leaders in Planning (FLIP) program, a leadership development opportunity, is now accepting applications for its 2016 summer program. Lopez gave background on the program explaining that CMAP has offered the program to high school students from the region to learn about and address issues at the local and regional level. Over 246 students from 96 schools have participated in the program since 2008. While it had previously taken place during the academic year, beginning in 2015 FLIP is now being offered over the course of two weeks (Monday-Wednesday) at the end of July. Applications, linked on line, were also distributed. Deadline for completing is May 2. Lopez also showed a YouTube video (<http://www.cmap.illinois.gov/about/involvement/flip>). Board members with a direct connection to participants applauded staff efforts with the program.

8.0 Public Engagement for Long-Range Plan

CMAP staff Tom Garritano introduced Jane Grover, CMAP's new Outreach Principal. A former alderman with the City of Evanston, Grover joined CMAP late last year. Garritano talked about the upcoming plan launch event scheduled for February 24, explaining that the broadest public engagement will be geared around major deliverables that allow for public comment. A summary of the spring outreach will be presented for a vote this fall, and in summer 2017, scenario planning materials will be brought to the board, as will the draft plan in October 2018. These will be the moments for the broadest engagement. Back to the launch event, Garritano reported that over 350 have registered for the open house format and described the set up. Set up similar to an Apple store, subject matter experts (both agency and partners), will interact with attendees, answer questions and get their thoughts about the plan itself. The screens will flash literally dozens of questions conveying: "Not only does CMAP not have all the answers, we don't have all the questions yet." Handouts will also be available for approximately 15 topics, people will be surveyed so we can target materials to their interest and a "tear-off" will be left behind. A punch ticket can be redeemed for a button and poster on the way out.

Addressing public engagement for the long-range plan, CMAP staff Jane Grover reported on the various forms of outreach. The Board received a letter asking for connections to community groups whose perspectives should be included in the next plan. Community workshops have been scheduled and will begin following the open house. Staff will present the next plan at as many workshops as can be staffed and supported. The results of the outreach will be presented in a report in the fall. Also, a number of in-depth topical forums bringing together in house expertise as well experts from beyond the agency will begin this summer. Community events such as municipal expos are also part of the long term plan outreach. The LTA program has served us in our outreach efforts and we hope to piggy-back and leverage the positive community connections that we have established with our LTA partners. Grover also reported that outreach will include those who contributed to the Chicago Tribune series entitled A Plan for Chicago. Reaching people where they are also means using social media – Twitter and Facebook – and MetroQuest, an on-line survey engagement tool. The MetroQuest survey will be loaded to iPad kiosks and will be an additional tool for community engagement; when budget permits, we hope to acquire more of the kiosks. Because with buy-in comes implementation of the new plan, its outreach will build upon CMAP’s tradition of transparency and inclusiveness. When questioned about the February 10 postcard deadline for the Open House, Grover suggested that no one will be turned away. A suggestion was also made to make the questions a bit more compelling to the average person, rather than oriented toward planners. Think about going to places outside the box, i.e., Union Station and outreach for schools was suggested. Barriers to participation were discussed (child care and pizza) and how overcoming those barriers would enable more community members to attend evening meetings. Specifically related to student outreach, Grover reported that staff will work with University of Chicago to conduct workshops in their classes and we hope that social media will help to reach the younger demographic. Grover welcomed suggestions from the Board for other opportunities for outreach and youth sports venues and community summer festivals were offered.

9.0 State Legislative Framework and Agenda

CMAP staff Gordon Smith stated that the State Legislative Principles and State Agenda docs were included in the board materials, both of which are revised on a regular basis in anticipation of the state legislative session, and are used to guide staff, inform legislators, the Governor’s office and others about GO TO 2040 policy recommendations. The documents also reflect the Board’s adopted positions and policy statements. Neither document had undergone extensive revision, Smith went on to say, but did want to share the key changes that appear in the agenda. There are a number of issues that arise during the session that are not listed in the agenda, and staff continually communicates with legislators and their staffs regarding the agency’s position on key policy positions on specific bills, Smith continued, and staff will continue to provide monthly reports and updates and make recommendations for action on relevant bills.

One key change meant to ensure CMAP’s operations are not imperiled by future state budget crises, this year’s agenda includes a section entitled “reliable access to planning funds” highlight CMAP’s enabling legislation and the establishment of the

Comprehensive Regional Planning Fund which provided CMAP the ability to carry out its comprehensive planning functions authorized by the Act and the ability to match the federal planning funds that CMAP receives. Following the last meeting of the Board, staff began discussions with members of the General Assembly to introduce legislation to re-establish the CRPF including provisions to index the fund tying it to the Consumer Price Index and giving the fund continuing appropriation authority. The draft request also includes giving the federal planning funds continuing appropriation authority to prevent any federal pass through delays to the state's MPOs. We have a request for draft language into the Legislative Reference Bureau (LRB), in both chambers. We will announce when the bills actually get filed. Another noteworthy revision is in "Robust Performance-Based Transportation Investments" where the term 55/45 has been stricken. In the "State Tax Policy" section, a qualifier has been added to broaden the base item that now includes "in a manner that may" lower rates. The remaining sections of the Agenda remain unchanged, Smith reported, and staff is seeking approval of both documents.

When questioned about sponsors, Smith replied that Representative Elaine Nekritz had agreed to carry the bill in the House and state Senator Daniel Biss will be approached to sponsor the bill in the Senate. Also asked if there were any bill limits, to which Smith responded there may likely be at least on the House side. The tax policy issue was also a point of discussion with a suggestion that the Board consider co-sponsoring a program to discuss various revenue (sales tax) sources and that CMAP might act as facilitator of the discussion, picking up where the Tax Policy task force lead by Frank Beal left off to consider possible recommendations of particular components from the report of the task force. Finally, a question was raised as to how the General Assembly might be engaged in the 2050 plan process—perhaps a meeting early on, which the board might take an active role in. Smith reported that staff is in the planning stages of developing a forum to engage the General Assembly and sooner is better, so that they get invested in the plan.

Finally, a motion by Elliott Hartstein was seconded by Peter Skosey to approve the State Legislative Principles and Agenda for the Illinois General Assembly as had been presented, and with all in favor, carried.

10.0 Long-Term Funding Alternatives

Deputy Executive Director for Planning Bob Dean reported that as had been discussed, the Agency would try to solve its financial problems legislatively, but a back-up plan, within the control of CMAP, in case the legislative fix is not successful, is also planned. Dean gave a quick summary of matters that had already been discussed: the nationwide scan of similar agencies indicates that our cash flow issues are unusual; that CMAP's problems are not caused by the size of its budget, which is smaller than its peers; that the issue is source of funding with heavy reliance on state and very little local funding, which is unique; and the history of local funding where a much higher level of contributions was experienced in 2006 that is today (in 2006, contributions totaled \$1,000,000 vs. \$250,000 today). A decision was made by CMAP in the early days, based on the promise of funding, to decrease the amount of funding it solicited locally. Dean continued that the Board, while emphasizing a legislative solution, directed staff to continue to develop a back-up plan, consisting of increases in local dues, fee-for-service, and external grant

seeking. From the material included in the Board packet, Dean discussed target funding levels meant to reduce overreliance on state funding which would see a decrease in proposed state funding by \$1.6 million, along with a corresponding increase in other elements—a combination of an increase in local dues and fee-for-service to replace the \$1.6 million and additional external grant seeking. The federal money CMAP receives requires about \$3.2 million in match would be split between the state and local sources. Consideration of a gradual increase might be more plausible, Dean suggested, for example, FY 17 target \$1,000,000 (the same as in 2006) in local dues, increasing it to \$1,500,000 in FY 18.

An important question to ask in addition to how much is who pays. The three types of agencies currently paying dues are counties, municipalities and transportation agencies and we believe that there should be a shared approach as to how each contribute. A small working group will be formed to discuss, and while dues payment should be mandatory, those details will need to be worked out. The ultimate target for the fee-for-service arrangement would be \$500,000, but additional investigation is required. Not much to report on the external grant seeking element, Dean suggested, since grants are not usually used for federal match. Dean concluded with next steps: coordinating a small group comprised of reps from the counties, council of mayors, city of Chicago, transportation agencies, and federal agencies; additional meetings with FHWA and IDOT; one pager describing value created by CMAP; and finally, developing a fuller proposal to be considered by the CMAP Board and the MPO Policy Committee in March. Dean also reported that an immediate cash flow issue is expected at the beginning of the new fiscal year and that even if the new dues structure were in place, it cannot be implemented fast enough for us to remain operational much into the new fiscal year. There are other conversations underway with FHWA and other groups for alternatives.

Included in the group “transportation agencies”, are the tollway, transit agencies and other providers (i.e., railroads) and while it makes sense for IDOT to take on the lion’s share, we also believe that the other agencies gain benefit too. Board members also weighed in on such topics as “selling” CMAP to the municipalities, with their existing burdens related to pensions and other obligations, and we need to make the case of why this is important for local governments to contribute to. It was pointed out that without an MPO, no federal funds would be received by the region. Asked to clarify, Dean reported that municipalities already contribute nominally to CMAP, and the Council of Mayors may be the vehicle to reach the 284 municipalities.

11.0 Other Business

Mayor Tom Weisner reported that through the Local Technical Assistance (LTA) program the City of Aurora is updating its downtown plan, and complimented CMAP staff for its work in that effort.

12.0 Next Meeting

The CMAP Board is scheduled to meet next on March 9, 2016.

13.0 Public Comment

Bruce Carmitchel, IDOT, reported that the Illinois Department of Transportation had recently undergone a significant reorganization and placing a new emphasis on planning and inter-modal matters in the development of its long-range plan. Carmitchel, now Bureau Chief of Planning, introduced Chris Schmidt, Air Quality Manager, will be serving in an acting capacity in Carmitchel's previous role as Sr. Metro Planning Manager.

14.0 Closed Session

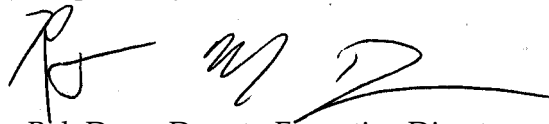
At 10:43 a.m., a motion to adjourn to a closed session to review closed session minutes was made by Elliott Hartstein and seconded by Mayor Al Larson. All in favor, the motion carried. At the conclusion of the closed session, a motion by Commissioner Peter Silvestri was seconded by Mayor Al Larson to return to the regular meeting. All in favor, the motion carried.

Board Vice Chair Rita Athas announced that the Board had approved draft closed session meeting minutes from February and March 11, May 13 and June 10, 2015 as had been presented, that continued confidentiality related to previous closed session minutes be exercised, and that CMAP is authorized to destroy the recordings of previous closed sessions after 18 months.

15.0 Adjournment

A motion by President William Rodeghier was seconded by President Franco Coladipietro to adjourn the regular meeting at 10:47 a.m. All in favor, the motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bob Dean', written over a horizontal line.

Bob Dean, Deputy Executive Director
for Planning

02-22-2016
/stk

Approved as presented, by unanimous vote, March 9, 2016