



## Unified Work Program Committee

Annotated Agenda  
Wednesday, June 13, 2018  
1:00 p.m.

DuPage County Conference Room  
233 S. Wacker Drive, Suite 800  
Chicago, Illinois 60606

- 1.0 **Call to Order** 1:00 p.m.
- 2.0 **Agenda Changes and Announcements**
- 3.0 **Approval of Minutes—March 14, 2018**  
ACTION REQUESTED: Approval
- 4.0 **FY 2018 Third Quarter Reports**  
The third quarter report is posted to the web and will be distributed at the meeting  
ACTION REQUESTED: Information
- 5.0 **FY 2020 UWP Committee Meeting Schedule**  
The schedule for the FY 2020 UWP will be considered.  
ACTION REQUESTED: Approval
- 6.0 **UWP Program Updates**  
6.1 CMAP: FY 2019 UWP Document and Contract Schedule  
6.2 CMAP: FY 2019 UWP Comprehensive Review  
6.3 Local Technical Assistance (LTA) Update  
- Project 1: Aurora Master Plan  
- Project 2: Parking Plans Overview  
ACTION REQUESTED: Information/Discussion
- 7.0 **Next Meeting – October 17, 2018**  
Currently scheduled to meet October 10, the UWP meeting is rescheduled to October 17, to accommodate the launch of ON TO 2050.
- 8.0 **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 exact time for the public comment period will immediately follow the last item on the agenda.

## 9.0 Adjournment

### **Unified Work Program Committee Members:**

<input type="checkbox"/> Tom Kelso (IDOT), Chair	<input type="checkbox"/> Heather Tabbert Mullins (RTA)
<input type="checkbox"/> John Donovan (FHWA)	<input type="checkbox"/> Tom Rickert (Counties)
<input type="checkbox"/> Tony Greep (FTA)	<input type="checkbox"/> David Seglin (CDOT)
<input type="checkbox"/> Angela Manning-Hardimon (CMAP)	<input type="checkbox"/> Lorraine Snorden (PACE)
<input type="checkbox"/> Marlise Fratinardo (CTA)	<input type="checkbox"/> The Hon. Gene Williams (Council of Mayors)
<input type="checkbox"/> Holly Waters (Metra)	

### **Unified Work Program Committee Alternates:**

<input type="checkbox"/> Philip Banea (CDOT)	<input type="checkbox"/> Mark Pitstick (RTA)	<input type="checkbox"/> Emily Karry (Counties)
<input type="checkbox"/> Mike Connelly (CTA)	<input type="checkbox"/> Tom Radak (PACE)	



## Unified Work Program (UWP) Committee

### DRAFT Minutes

March 14, 2018—1:00 p.m.

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

<b>Committee Members Present (*Alternate):</b>	Tom Kelso, Chair (IDOT), Angela Manning-Hardimon (CMAP), Marlise Fratinardo (CTA), Emily Karry* (Counties), Mark Pitstick* (RTA), David Seglin (CDOT), Lorraine Snorden (Pace) via tele-conference, Tom Radak (Pace) via tele-conference, Tom Rickert (Counties), Holly Waters (Metra), and John Donovan-FHWA
<b>Staff Present:</b>	Jesse Elam, Jason Navota, Stanley Ryniewski, Dan Olson, and Sherry Kane
<b>Others Present:</b>	Summer Maison-Metra, Maria Choca-Urban and Benet Haller-Cook County DOTH, Mike Fricano-WCMC, and Mike Walczak (NWMC)

### 1.0 Call to Order

The meeting was called to order at 1:04 p.m. by the Chair, Tom Kelso.

### 2.0 Agenda Changes and Announcements

There were no agenda changes. Chairman Tom Kelso announced that proposals would be received under a statewide planning research grant program, details of which would be announced sometime in late April, early May, and encouraged members to participate.

### 3.0 Approval of Minutes-February 14, 2018

A motion by Dave Seglin was seconded by Tom Rickert to approve the minutes of the February 14, 2018, meeting. All in favor, the motion carried.

### 4.0 FY 2019 UWP Core and Competitive Proposals

Chairman Tom Kelso suggested a motion to approve the FY 2019 UWP program, as was outlined in the memo included in the packet, dated March 9, 2018. A motion by Dave Seglin was seconded by Angela Manning Hardimon, to approve the UWP program as presented. Opening the matter for discussion, Tom Rickert asked that the County portion

of the core program be increased by \$50,000 to \$250,000, which is in line with previous years counties' requests. Angela Manning Hardimon reported too that Cook County had been asked to come out, and describe the proposal, clearing any doubt that the project might duplicate a transit project.

Speaking on behalf of Cook County, Maria Choca-Urban made the appeal to the UWP committee to increase its funding recommendation for Cook County's transit plan. Dating back to 2013, Choca-Urban reported that Cook County's first long range transportation plan in more than 60 years--Connecting Cook County--established five policy priorities to prioritize and invest in transit, bicycle, pedestrian, and freight facilities, as well as economically disconnected communities. Also in 2016, Cook County launched its first-ever freight transportation plan with grant assistance from IDOT. Choca-Urban went on to give examples of how the two plans have reshaped the Department of Transportation and Highways (DOTH) and redirected transportation investment. Meant to grow investments in transit facilities, and as a new entrant in the transit arena, Cook County needs to identify what "space" it is best positioned to occupy just as it did with its long range and freight plans. Choca-Urban also suggest that as an implementing agency, Cook County's DOTH is uniquely positioned to execute on the plans it develops. The increase of \$50,000 (to \$250,000) is more in line with previous years' Counties' requests.

Mart Pitstick, on behalf of the RTA reported that last year's request for the RTA at \$200,000 had actually been approved at \$100,000 and suggested this year's request, at \$105,000 be reallocated to the competitive program to support the transit providers.

A suggestion was also made that Cook County might receive additional funding from the Local Technical Assistance (LTA) program, in the call for projects in the fall of 2018. That call, it was reported, would be made in the fall, with projects selected during first quarter of 2019 and awards made in July.

Finally, consensus was reached that since Cook is the most populous and largest county, it should see the highest award. The motion to approve the UWP program as was presented was amended to reflect a \$50,000 increase to Cook County from CMAP's core programming dollars and the RTA reallocation (\$105,000) split between Metra and the CTA, was made by Tom Rickert and seconded by Angela Manning-Hardimon. All in favor, the motion carried, and the FY 2019 UWP was approved.

Members weighed in on the generosity of the RTA, having arrived at consensus for the regional good, the divvy of limited resources, and a suggestion during next cycle to step back and reevaluate programs to see what we're getting from the funding to make better recommendations and decisions.

## **5.0 Next Meeting**

The UWP Committee is scheduled to meet next on June 13, 2018.

## **6.0 Other Business**

There was no other business before the UWP Committee, although Chairman Kelso urged spending of competitive funds.

**7.0 Public Comment**

There were no comments from the public.

**8.0 Adjournment**

A motion to adjourn at 1:28 p.m., by Dave Seglin was seconded by Tom Rickert. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

/stk

05-23-2018





**MEMORANDUM**

**To:** UWP Committee

**From:** Angela Manning-Hardimon  
Deputy Executive Director, Finance and Administration

**Date:** June 6, 2018

**Re:** FY 2020 UWP

The proposed FY 2019 UWP schedule is:

<p><b>Meeting</b> <b>October 17, 2018 – 1:00 p.m.</b> Approve FY 2020 UWP Process Fourth Quarter Report Presentation: TBD</p>	<p><b>February 27, 2019</b> Rankings of Competitive Proposals Due</p>
<p><b>January 2, 2019</b> Call for Proposals</p>	<p><b>Meeting</b> <b>March 13, 2019 – 1:00 p.m.</b> Adopt FY 2020 UWP projects</p>
<p><b>January 30, 2019</b> FY 2020 UWP proposal due</p>	<p><b>Meeting</b> <b>June 12, 2019 – 1:00 p.m.</b> Presentation: TBD (x2) Third Quarter Report FY 2021 UWP Committee Meeting Schedule</p>
<p><b>Meeting</b> <b>February 13, 2019 – 1:00 p.m.</b> Presentation of Proposals First and Second Quarter Reports</p>	

ACTION REQUESTED: Approval







## MEMORANDUM

**To:** UWP Committee

**From:** CMAP Staff

**Date:** June 6, 2018

**Re:** Local Technical Assistance (LTA) Program Update – Funding Sources

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The CMAP Board and committees receive regular updates on the projects being undertaken through the Local Technical Assistance (LTA) Program, including those receiving staff assistance and grants. To date, 219 local projects have been initiated. Of these, 173 projects have been completed, and the remainder are under development.

This memo and the attached Contracted Projects Currently Underway table summarizes the funding sources being utilized for the contracted projects currently underway in the LTA Program. As presented in the table, approximately \$1.88M is devoted to active consultant-led projects and other major contracts. Of this amount, approximately \$997,000 is from federal UWP (53% of total); \$280,000 is contributed by IDOT (15%); and \$599,000 is from other local, philanthropic, and other sources (32%).

Further detail on the status of all LTA Projects Currently Underway, consultant-led and staff-led, can be found in the attached project status table. Projects that appear in this document for the first time, or that were recently completed, are noted and highlighted in italics. The funding sources for staff-led projects include federal UWP, contributions from IDOT, and other sources including grants related to water resources, climate resilience, and stormwater from NOAA, IEPA, Cook County, and the Chicago Community Trust.

The Local Planning Staff will be making an informational presentation to the Committee highlighting two of the prior years' LTA Program successes being the approved Aurora Downtown Master Plan and a parking initiative to assist communities with parking strategy, as well as some plans to look forward to seeing in the coming year.

**ACTION REQUESTED:** Discussion



## Contracted Projects Currently Underway – Funding Sources

LTA Project No.	Project	CMAP lead	Funding shares
305	Campton Hills zoning ordinance and subdivision regulations	Kristin Ihnchak	Total is \$76,000: \$34,000 federal UWP / \$26,000 IDOT / \$16,000 other (IDNR and philanthropic)
317	Joliet corridor study	Stephen Ostrander	Total is \$126,000: \$69,000 federal UWP / \$17,000 IDOT / \$40,000 other (local)
330	Westchester zoning ordinance	Kristin Ihnchak	Total is \$86,000: \$60,000 federal UWP / \$26,000 IDOT
405	Brookfield comprehensive plan	Heidy Persaud	Total is \$105,000: \$36,000 federal UWP / \$9,000 IDOT / \$60,000 other (CDBG-DR and local)
503	CDOT Riverdale area transportation plan	Tony Manno	Total is \$89,000: \$71,000 federal UWP / \$18,000 IDOT
510	Harvard zoning ordinance	Jake Seid	Total is \$81,000: \$33,000 federal UWP / \$8,000 IDOT / \$40,000 other (philanthropic)
518	Palos Park bikeways and trails plan	John O'Neal	Total is \$97,000: \$78,000 federal UWP / \$19,000 IDOT
703	Beecher comprehensive plan	Ricardo Lopez	Total is \$112,000: \$90,000 federal UWP / \$22,000 IDOT
707	Channahon comprehensive plan update	Brandon Nolin	Total is \$136,000: \$109,000 federal UWP / \$27,000 IDOT
717	Justice I&M State Trail Extension Feasibility Study	John O'Neal	Total is \$100,000: \$76,000 federal UWP / \$24,000 IDOT
732	Sauk Village comprehensive plan update	Stephen Ostrander	Total is \$143,000: \$94,000 federal UWP / \$23,000 IDOT / \$26,000 other (CDBG-DR)
	Stormwater engineering advisory services	Jason Navota	Total is \$417,000: \$417,000 other (CDBG-DR and philanthropic)
	Market analysis and development advisory services	Brandon Nolin / Jonathan Burch	Total is \$200,000: \$160,000 federal UWP / \$40,000 IDOT
	Online engagement - Pilot	Katanya Henry	Total is \$9,000: \$7,200 federal UWP / \$1,800 IDOT.
	Transportation engineering advisory services	Brandon Nolin / Jonathan Burch	Total is \$100,000: \$80,000 federal UWP / \$20,000 IDOT

## LTA Program Update – Projects Currently Underway, June 2018

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
124	Chicago Pilsen-Little Village neighborhood plan (see <a href="#">website</a> )	Ricardo Lopez	Dec. 2013- Dec. 2017	Staff assistance	Project is complete, though pending Chicago Plan Commission approval.
305	Campton Hills zoning and subdivision regulations	Kristin Ihnchak	July 2014- Dec. 2018	Consultant assistance	The consultant is preparing the draft for public approval.
314	Glenview sustainability ordinance review	Kelsey Pudlock	May 2018- Dec. 2018	Staff assistance	Scoping underway.
317	Joliet Chicago Street plan	Stephen Ostrander	Dec. 2016- June 2018	Consultant assistance	Consultants delivered final plan for review by City of Joliet and CMAP. Consideration of the plan for adoption by the City Council is scheduled for June 19.
327	South Elgin zoning update (see <a href="#">website</a> )	Patrick Day	Oct. 2014- July 2018	Staff assistance	CMAP is scheduled to present Module 3 (of 3) at the June 20 PZC meeting.
330	Westchester zoning ordinance	Maggie Jarr	Nov. 2014- June 2018	Consultant assistance	Consultant has completed full draft update. Awaiting scheduling of public hearing for adoption.
402	Bensenville zoning update (see <a href="#">website</a> )	Jake Seid	Oct. 2015- July 2018	Staff assistance	Module 3 of 3 has been drafted by the CMAP project team, and will be reviewed by Village staff in June.
407	Chicago North River Communities neighborhood plan (see <a href="#">website</a> )	Brian Daly	Nov. 2015- June 2018	Staff assistance	Staff is revising the draft plan based on stakeholder feedback.
415	Huntley zoning update	Patrick Day	May 2015- June 2018	Consultant assistance	Consultant has completed full draft update. Awaiting scheduling of Open House and appearance before Village Board.
422	South Holland comprehensive plan (see <a href="#">website</a> )	Stephen Ostrander	Apr. 2015- June 2018	Staff assistance	CMAP staff presented the final plan recommendations to South Holland Business Association (at occasion of the Village President's State of the Village address) on May 24. Plan recommendations will also be presented to the general public at Mayor's Coffee event on the evening of June 12. Consideration of the plan for adoption by the Village Board is scheduled for June 18.
424	Villa Park zoning ordinance	Patrick Day	July 2015- May 2018	Consultant assistance	Final Draft zoning ordinance received first reading at May 21 Village Board meeting.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
502	Berwyn stormwater management plan (see <a href="#">website</a> )	Kate Evasic	May 2017- June 2018	Consultant assistance	A steering committee was held on May 16 to review the draft plan. The consultant began editing the plan in anticipation of a public hearing on June 26.
503	Chicago Riverdale area transportation plan (see <a href="#">website</a> )	Tony Manno	Nov. 2016- Sept. 2018	Consultant assistance	The consultant is preparing a new draft of the plan based on steering committee comments and feedback.
506	Cook County (Maine-Northfield) unincorporated area plan (see <a href="#">website</a> )	Jake Seid	July 2016- July 2018	Staff assistance	The draft Comprehensive Plan and Benefit-Cost Analysis have been revised based on input by the Steering Committee. A second public open house was held in May.
507	Des Plaines comprehensive plan	Heidy Persaud	Nov. 2016- June 2018	Staff assistance	CMAP staff is drafting the plan.
508	Lower Salt Creek Watershed-based Plan (see <a href="#">website</a> )	Holly Hudson	Jan. 2016- June 2018	Staff assistance	Editing and formatting of final plan continued, including QA/QC of detention basin inventory data, recent water quality data, and BMP data and information.
510	Harvard zoning update	Jake Seid	Jan. 2017- June 2018	Consultant assistance	Public open houses for the draft UDO were held May 9 and May 16. In June, the Ordinance will be revised based on public comment.
513	Lisle downtown parking plan (see <a href="#">website</a> )	Lindsay Bayley	Mar. 2016- June 2018	Staff assistance	Internal review is complete and the draft has been sent to the Village of Lisle for review. The steering committee will receive copies of the draft after approval from the Village.
514	McHenry County Fox River corridor study (see <a href="#">website</a> )	Kate Evasic	Sept. 2016- July 2018	Staff assistance	CMAP staff is drafting the plan. The transportation consultant developed recommendations for bicycle and pedestrian network and identified areas for concept plan development, which were presented to McHenry County staff on May 15.
517	North Lawndale community plan (see <a href="#">website</a> )	Brandon Nolin	Feb. 2016- Aug. 2018	Staff assistance	Well-attended Open house on April 21 kicked off plan review process. Receiving input from public and project partners through May with revisions and plan layout scheduled for June and July. Adoption anticipated in August.
518	Palos Park bikeways and trails plan (see <a href="#">website</a> )	John O'Neal	Apr. 2017- June 2018	Consultant assistance	Plan completed and presented to Village Council on May 14. However Council vote was postponed to June meeting (due to absence of Mayor at May meeting). Final project invoice expected in early June.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
520	Richton Park stormwater master plan, phase 2 (see <a href="#">website</a> )	Kate Evasic	May 2018-Oct. 2018	Consultant assistance	PAO was executed and project is underway. A kickoff meeting with the Village was held on May 29.
522	Wilmington downtown plan (see <a href="#">website</a> )	Maggie Jarr	Jan. 2017-July 2018	Staff assistance	The draft plan was revised based on Steering Committee feedback. A public open house will be held at the end of June.
700	Algonquin-Cary sub area plan	Brandon Nolin	Mar. 2018-June 2019	Staff assistance	Steering Committee kick-off being held on May 31. Targeting broader community engagement for July and August. Existing conditions analysis to be delivered in Fall 2018.
702	Beach Park regional bike plan	John O'Neal	Sept. 2018-March 2020	Consultant assistance	<u>Contract Pending</u> : Scoping underway.
703	Beecher comprehensive plan	Ricardo Lopez	May 2018-Nov. 2019	Consultant assistance	CMAP Board approved the selection of the consultant team led by Teska Associates. Consultant team, Village staff, and CMAP met on May 16 and began planning next steps. Steering committee kick-off meeting anticipated in late May.
704	Bridgeport/Canaryville priorities plan	Noah Boggess	Jan. 2018-Dec. 2018	Staff assistance	Continuing existing conditions analysis and currently conducting stakeholder interviews.
706	Carol Stream zoning, sign, and subdivision regulations	Jake Seid	Sept. 2018-Sept. 2021	Consultant assistance	<u>Contract Pending</u> : RFP was issued April 30, responses were received May 25. Consultant interviews will take place in early June.
707	Channahon comprehensive plan	Brandon Nolin	Mar. 2018-Sept. 2019	Consultant assistance	Community workshop, business workshop, and key person interviews scheduled for June 5-6. Existing conditions analysis anticipated Fall 2018.
709	Chinatown Parking Study	Lindsay Bayley	Feb. 2018 – Aug. 2019	Staff assistance	With the approved MOU in place, parking inventory data collection has begun. Staff reviewed base map numbers and counted parking spaces and designated parking types, after presentation to local media. Members of the CBCAC joined in the introductory discussion of how to conduct a parking inventory.
711	DuPage County Corridor Study	Lindsay Bayley	May 2018 – May 2020	Consultant assistance	<u>Contract Pending</u> : RFP submittals were reviewed and two consultant teams were interviewed. A final recommendation will be sent to the Board for approval.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
712	Far South CDC Existing Conditions and Market Analysis	Katanya Raby (Henry)	Apr. 2018- Apr. 2019	Staff assistance	Draft of scope completed, reviewed, and approved by Far South CDC. MOU and Resolution in draft and to be signed by applicant.
713	Forest Preserve of Cook County river trail feasibility study	John O'Neal	Jan. 2018- Apr. 2019	Staff assistance	Draft scope-of-work and estimated project cost/budget complete. MOU and FPDCC LTA contribution amount transmitted to FPDCC; awaiting FPDCC signature.
714	Frankfort Plan Commissioner training	Maggie Jarr	Jan. 2018- June 2018	Staff assistance	CMAP staff conducted the first of three trainings in March. Village staff is reviewing CMAP staff's proposal for the second training.
715	Illinois International Port District planning priorities report	Elizabeth Scott	Apr. 2018- Apr. 2019	Staff assistance	Project is underway: previous plan inventory, existing conditions analysis, and outreach have begun.
716	Public Water Commission water supply planning	Nora Beck	Jan. 2018- Dec. 2019	Consultant assistance	Consultants and ISWS continue to meet communities in western Will County to discuss water demand and supply issues. Strategic planning discussions continue. The City of Joliet has issued an RFQ for an alternative water source study.
717	Justice I&M Canal trail extension feasibility study	John O'Neal	Feb. 2018- Aug 2019	Consultant assistance	Data collection, existing conditions analysis (including full-day field visit on May 16), environmental evaluation, and stakeholder outreach continue.
719	Kane County / Mill Creek watershed-based plan	Holly Hudson	Oct. 2017- Oct. 2019	Staff assistance	CMAP staff prepared the watershed resource inventory draft; it was submitted to Illinois EPA and Kane County on June 1 for their review. Staff also met with Kane County and Fox River Study Group personnel to further discuss modeling options for land use-based pollutant loading and BMP pollutant load reductions.
721	Maywood Zoning Reference Guide	Maggie Jarr	Jan. 2018- June 2018	Staff assistance	CMAP staff is drafting the reference guide.
722	Midlothian stormwater management capital plan	Kate Evasic	Apr. 2018- Apr. 2019	Consultant assistance	CMAP staff finalized the scope of work and drafted the IGA for adoption by Midlothian Village Board on June 12. CMAP staff drafted the PAO for consultant assistance.
723	McHenry County Council of Governments Shared Services Study	Maggie Jarr	May 2018- Sept. 2019	Staff assistance	CMAP staff is drafting the MOU and IGA to be signed and adopted by the McHenry County Council of Governments (MCCG).

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
724	McKinley Park Development Council neighborhood plan	Ricardo Lopez	Jan. 2018- Dec. 2019	Staff assistance	First steering committee meeting took place May 17. Key person interviews scheduled for June 5-6 and a community workshop scheduled for July 18. Data collection and existing conditions analysis underway.
726	North Avenue corridor plan	Cindy Cambray	Jan. 2018- Dec. 2018	Staff assistance	Kick-off with Steering Committee took place in early May. Outreach phase has begun with stakeholder interviews being held and a survey being developed.
729	Oswego, Montgomery, and Yorkville shared water treatment plant study	Nora Beck	Jan. 2018- June 2019	Consultant assistance	Consultant has started to outline the structure of the guidelines and conduct research into options.
730	Robbins stormwater, TOD, and industrial area plan	Kelwin Harris	Jan. 2018- June 2019	Staff assistance	Project kickoff took place April 16 <sup>th</sup> . Project team is working on outlines and ECR sections while outreach is ongoing. Continuing meetings with RTA, MWRD and other project partners to begin outreach phase for TOD & Industrial area. Steering committees have been formed.
731	Sandwich planning priorities report	Jared Patton	Jan. 2018- Dec. 2018	Staff assistance	CMAP staff conducted stakeholder interviews on May 30 and 31. Work continues on the report document.
732	Sauk Village comprehensive plan update	Stephen Ostrander	Mar. 2018- Sept. 2019	Consultant assistance	The consultant team continued with existing conditions research and formation of the Steering Committee, along with planning entire timeline for development of the plan. CMAP staff finalized the scope of work and PAO for stormwater planning assistance that will supplement and be integrated into the comprehensive planning process.
733	South Suburban Mayors and Managers Association Pilot Circuit Rider Program	Patrick Day	May 2018- May 2020	Staff assistance	Scoping underway.
735	Thornton planning priorities report	Kate Evasic	May 2018- Dec. 2018	Staff assistance	Scoping is complete and MOU was adopted by the Village Board on May 21. Project is underway.

###