



Unified Work Program (UWP) Committee

Minutes

June 13, 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

Committee Members Present (*Alternate): Tom Kelso, Chair (IDOT), Philip Banea (CDOT), John Donovan (FHWA), Marlise Fratinardo (CTA), Angela Manning-Hardimon (CMAP), Heather Mullins (RTA), Lorraine Snorden, Tom Radak (Pace) via tele-conference, and Emily Karry (Counties),

Staff Present: Dan Olson, Stephane Phifer, and Lindsay Bayley

Others Present: Jen Becker and Jackie Forbes-Kane/Kendall Council of Mayors, Kevin Peralta-DMMC, and Mike Walczak-NWMC

1.0 Call to Order

The meeting was called to order at 1:06 p.m. by the Chair, Tom Kelso.

2.0 Agenda Changes and Announcements

There were no agenda changes.

3.0 Approval of Minutes-March 14, 2018

A motion by Emily Karry was seconded by Heather Mullins to approve the minutes of the March 14, 2018 meeting, as presented. All in favor, the motion carried.

4.0 FY 2018 Third Quarter Reports

CMAP staff Dan Olson reported that the third quarter financial reports had not been distributed with the meeting materials, rather were available for distribution today, and reminded folks that the numbers typically submitted may be slightly ahead of what's actually been invoiced. With a number of projects nearing completion, Olson continue, asked for volunteers to present at the October meeting.

5.0 FY 2019 UWP Committee Meeting Schedule

Deputy Executive Director Angela Manning-Hardimon reported that the FY 2020 UWP process will follow previous years' priorities and confirmed the following dates:

Meeting: Approve FY 2020 UWP Process; 4 th Quarter Report	October 17, 2018—1:00 p.m.
Call for Proposals	January 2, 2019
Proposals (Core and Competitive) due	January 30, 2019
Meeting: Presentation of Proposals; 1 st and 2 nd Quarter Reports	February 13, 2019—1:00 p.m.
Members' (competitive) rankings due	February 27, 2019
Meeting: Adopt FY 2020 UWP Projects	March 13, 2019
Meeting: Presentation(s)-TBD; 3 rd Quarter Reports; FY 2021 UWP Meeting Schedule	June 12, 2019—1:00 p.m.

Staff also reported that with the adoption of ON TO 2050 just before the next meeting of the UWP committee (in October), the UWP goals may be adjusted to mirror those of the new comprehensive plan, the same as was done when GO TO 2040 was adopted.

A motion to approve the meeting schedule as presented made by Emily Karry was seconded by Angela Manning-Hardimon. All in favor, the motion carried.

6.0 UWP Program Updates:

- 6.1 CMAP staff, Dan Olson, reported that the UWP is nearing completion and asked that those who had not already done so to please forward updated appendices by week's end, that contracts will be distributed also by week's end, and those become effective July 1.
- 6.2 CMAP staff, Angela Manning-Hardimon, gave an update on the FY 2019 UWP comprehensive review, reporting that CMAP's FY 19 grant agreement with IDOT requires some form of fiscal monitoring of subrecipients, the goal of which is to validate that there are financial and fiscal controls in place in terms of the use of UWP funding, and that a scope of work is being developed to go out for bid for a consultant to lead the effort. It is thought, Hardimon went on to say, that not all the reviews could be done in a single year and that we'll likely start with the Councils of Mayors in the first year, followed perhaps by the transit agencies or the counties. Questioned whether there would be a pamphlet circulated, Hardimon responded that yes, additional details will follow. Another question, how far back would the review go, Hardimon suggested possibly 12-18 months. Another commented that this may be a means of developing best practices and a guide going forward.
- 6.3 A Local Technical Assistance (LTA) Update had CMAP staff, Lindsay Bayley giving presentations on two completed projects.

Bayley highlighted the following from the Master Plan for downtown Aurora. Early on in the two-year process, CMAP staff learned that there would be a lot of outreach and engagement needed to reach a broad representation of the community. The visioning workshop was hugely successful, Bayley reported, the first Metroquest survey (released in both English and Spanish) drew over 700 participants; over 900 took the second survey. Staff talked to every group they could engage, attending festivals, cultural advisory boards, aldermanic meetings, and moving kiosks were placed at different locations throughout downtown Aurora. CMAP used Instagram, Twitter, and a Facebook page to engage the community. Bayley reviewed the overarching themes that

emerged: 1) Preserve, enhance, & build open existing assets, 2) Make downtown a great place for people who live here, and 3) Make it easier to be creative and do business downtown.

New to CMAP, Deputy Executive Director for Planning, Stephane Phifer also reported her experience on the project.

Next up, Bayley reported on some of the parking studies that had been conducted through the LTA program and explained that the foundation of the work we do in parking management is to help foster neighborhoods and downtown areas—good parking can help business, encourage public life, and improve local revenue. Bayley covered the “Big Ideas” for parking: parking can support business, public life and city revenue; streets are generators of value, not just movement conduits; parking is a resource constrained by supply and demand; Chicago could still do better, despite the “parking meter deal”; leadership must look to the future; and gave examples of how these ideas were applied in some of the towns where the studies were conducted.

It’s important for municipalities to shift from thinking about parking as just a revenue opportunity, and focus more on better curbside management as a service to the businesses. One nationally-recognized policy is to have a very transparent system of revenues, putting money back into the street where it is collected in the form of public wifi, street cleaning, business façade enhancements, or anything that makes the area nicer for being there.

These were 2 great examples of how the LTA program supports local communities with complex challenges.

7.0 Other Business

Chairman Tom Kelso reported that the state planning and research projects may have been selected, and the recipients would be named in the coming weeks. Eligibility would be determined by FHWA before an announcement could be made.

8.0 Public Comment

There were no comments from the public.

9.0 Next Meeting

The UWP Committee is scheduled to meet next on October 17, 2018, at 1:00 p.m.

10.0 Adjournment

A motion to adjourn at 1:58 p.m., by Emily Karry was seconded by Angela Manning-Hardimon. All in favor, the motion carried.

Respectfully submitted,



Angela Manning-Hardimon, CMAP

Approved as presented by unanimous vote, November 14, 2018