



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

March 11, 2020—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) via tele- conference, Tony Greep (FTA), Angela Manning-Hardimon (CMAP), Dan Olson\* (CMAP), Christina Bader (CTA), Tom Rickert (Counties), Philip Banea (CDOT), Tom Radak (Pace) via tele-conference, Heather Mullins (RTA), and Mayor Eugene (Gene) Williams (Council of Mayors).

**Staff Present:** Amy McEwan, Jesse Elam, Stephane Phifer, and Sherry Kane

**Others Present:** Mike Klemens (Lake County Council), Aaron Maertins (Metra), and Troy Simpson (Kane/Kendall Council),

**1.0 Call to Order**

The meeting was called to order at 1:02 p.m. by the Chair, Tom Kelso.

**2.0 Agenda Changes and Announcements**

There were no agenda changes. Chair Tom Kelso announced that the State Planning Research (SPR) grant call for projects closes on Friday, March 13, and suggested that any projects not funded under the UWP program be submitted to that program for funding.

**3.0 Approval of Minutes-February 11, 2020**

A motion by Heather Mullins was seconded by Philip Banea to approve the minutes of the February 11, 2020, meeting as presented. All in favor, the motion carried.

**4.0 FY 2021 UWP Core and Competitive Proposals**

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon presented the FY 2021 UWP Program for approval. The recommendation on funding levels for the core proposals includes the following:

CMAP	\$18,788,053*
CDOT	\$866,250
Counties	\$300,000

Council of Mayors	\$1,834,158
CTA	\$525,000
Metra	\$420,000
Pace (Rideshare)	\$82,500
(TIP Developing and Monitoring)	\$75,000

\*reflects an 8.8% (\$1,535,005) increase over FY 2020 primarily related to the elimination of the personnel salvage calculation model used in FY 2020--CMAP budgeted at 98 FTEs and in FY 2021, has returned to budgeting 107 FTEs. There are also associated increases in salaries, pension contribution, FICA, and Medicare expenses.

Hardimon went on to report that following the February 11, meeting of the UWP members were asked to rank the competitive proposals. This resulted in 3 projects scoring 15 points (the second highest) each. Since all the projects could not be funded fully, CMAP withdrew the proposal for the Local Technical Assistance (LTA) jointly with the RTA's Community Planning Program. Hardimon suggested it was best to fund a couple of projects fully, rather than a portion of each, adding that CMAP's Planning Department will submit its proposal to fund the LTA program to the State Planning grant that Chairman announced would close on Friday, March 13.

Based on the initial and secondary scoring by the UWP committee of the competitive proposals the following were recommended for approval:

CDOT Central Business District multi- model demand assessment)	\$300,000
Metra (downtown connections study)	\$295,000

A motion by Tom Rickert, seconded by Heather Mullins to approve the recommended FY 2021 UWP Program as presented, and with all in favor, carried.

## 5.0 FY 2019 First Quarter Expenditure Reports

The FY 2019 first quarter expenditure reports were distributed—questions should be directed to Dan Olson (or Angela Manning-Hardimon). Also, staff reported that the end of the year is June 30, and invoices are due by July 15.

## 6.0 Other Business

There was no other business before the UWP committee.

## 7.0 Public Comment

There were no comments from the public.

## 8.0 Next Meeting

The UWP Committee is scheduled to meet next on June 10, 2020, at 1:00 p.m.

## 9.0 Adjournment

A motion to adjourn at 1:32 p.m., by Tom Rickert was seconded by Angela Manning-Hardimon. All in favor, the motion carried.

Respectfully submitted,

*Angela Manning-Hardimon*  
Angela Manning-Hardimon, CMAP

/stk

04-15-2020

*Approved as presented, by unanimous vote, September 9, 2020*