

# McHenry County Transit Plan Implementation Task Force

## Agenda

### McHenry County Transit Plan Implementation Task Force

#### Transit Plan Implementation Task Force

Donna Schaefer  
*Chairman*  
McHenry Township

Lyn Orphal  
McHenry Co. Board

Anna May Miller  
McHenry Co. Board

Tina Hill  
McHenry Co. Board

Sue Low  
City of McHenry

Jay Nolan  
City of Harvard

Brian Sager  
City of Woodstock

Paulette G. Pelletier  
Village of Fox River  
Grove

Tamara Valentine-  
Garza  
Richmond Township

John Rossi  
Grafton Township

Robert Miller  
Algonquin Township

Don Kopsell  
Nunda Township

Jack Nichols  
McHenry Co. PADS

Daniel Byars  
Centegra Health  
System

Chris Manheim  
McHenry Co. EDC

Patrick Wilmot  
Pace Suburban Bus

Donald Kopec  
(CATS) Chicago Area  
Transportation Study

Shamus Misek  
U. of Illinois, Chicago

Joseph DiJohn  
U. of Illinois, Chicago

**DATE:** Wednesday, January 24, 2007

**TIME:** 2:00 - 4:00

**LOCATION:** McHenry County Division of Transportation  
Large Conference Room

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#### 1. Call to Order

#### 2. Public Participation

#### 3. Approval of Previous Meeting Minutes

#### 4. Update of the Pilot Coordinated Demand Response Service Group

- Staff will give an update of the Pilot Coordinated Demand Response Service Group activities. The group met last week, (January 17<sup>th</sup>), to discuss the findings and discuss the implementation of the pilot program.
- A general assessment of the impacts to each of the potential participants was shared and discussed.

#### 5. Job Access Reverse Commute (JARC) and New Freedom Initiative Funding Application

- The Pace and McHenry County New Freedom's Initiative funding application was awarded. The application was for capital improvements to the dispatch and scheduling center for dial – a – ride services in McHenry County.

#### 6. Regional Transportation Authority (RTA) Moving Beyond Congestion

- The RTA has developed a draft Moving Beyond Congestion Report for public comment. A public hearing was held regarding the draft plan on

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December 4, 2006 at the Woodstock City Hall. A presentation will be given followed by a discussion.

## 7. Regional Transportation Authority (RTA) Coordinated Public Transit – Human Services Transportation Plan

- Staff from the RTA will provide a Project Overview and take any concerns or questions members may have.

## 8. Chicago Metropolitan Agency for Planning (CMAP) Human Services Questionnaire

- The CMAP is the combination of previous regional planning agencies of Chicago Area Transportation Study (CATS) and the Northeastern Illinois Planning Commission (NIPC). A new focus area of the regional planning agency is Human Services and they have created a survey for human service agencies to provide input to this focus area of CMAP.

## 9. Next Steps

- The Coordinated Demand Response Group will meet again to further discuss the implementation of the CDRS Pilot program.

## 10. Next Meetings

## 11. Adjournment

# McHenry County Transit Plan Implementation Task Force

## IMPLEMENTATION TASK FORCE MCHENRY COUNTY TRANSIT PLAN MINUTES

Wednesday, January 24, 2007

2:00 p.m. to 4:00 p.m.

McHenry County Division of Transportation  
Main Conference Room

### Transit Plan Implementation Task Force

Donna Schaefer  
*Chairman*  
McHenry Township

Lyn Orphal  
McHenry Co. Board

Anna May Miller  
McHenry Co. Board

Tina Hill  
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Donald Kopec  
(CATS) Chicago Area  
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Shamus Misek  
U. of Illinois, Chicago

Joseph DiJohn  
U. of Illinois, Chicago

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### Members in Attendance

Chairman Donna Schaefer, Lyn Orphal, Anna May Miller, Tina Hill, Tamara Valentine-Garza, Robert Miller, Jack Nichols, Patrick Wilmot, Shamus Misek, Joseph DiJohn, Donald Kopec, Paulette Pelletier, John Rossi

Chris Manheim arrived at 2:07 p.m.

### Members Not In Attendance

Sue Low, Jay Nolan, Daniel Byars, Don Kopsell, Brian Sager

### Other Attendees

John Labaj, Deputy County Administrator, Administration; Jason Osborn, Transportation/Planning and Program Coordinator, Division of Transportation; Holly Ostdick, Planning Liaison, McHenry County Council of Mayors; Lynn Otte, Project Manager, TranSystems Corporation; Larry Deeter, Planner, TranSystems Corporation; Jay Ciavarella, Program Manager, RTA; Andy Plummer, Consultant, RTA; Richard Garrity, Senior Associate, RLS & Associates; Dan Dembinski, Planner, Pace; Randy Comstock, Division Manager, Pace; Donna Adamson, Receptionist, Division of Transportation

### Call to Order

Chairman Schaefer called the meeting to order at 2:03 p.m.

### Public Participation

None

### Approval of the November 1, 2007 Meeting Minutes

On a motion by Ms. Hill and seconded by Ms. Orphal, the November 1, 2007 meeting minutes were approved except for the omission of a comment made by Mr. Misek regarding the opportunity for the Townships to offer a County-wide service.

A vote was taken with all members present voting "aye"; motion carried.

### Update of the Pilot Coordinated Demand Response Service Group

Mr. Deeter from TranSystems Corporation provided background information, and summarized the data collected from the members. Pace requested additional data regarding the services they would like. Mr. Deeter stated that he would speak with Pace and review the results of the survey. The members of the CDRS Subcommittee will meet in February to discuss the results of this survey.

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Mr. Wilmot stated that he would provide a timeline once the surveys were returned.

## **Job Access Reverse Commute (JARC) and New Freedom Initiative (NFI) Funding Application**

Mr. Osborn stated that funding was approved by the RTA; however, we are still awaiting official notification. This would be \$84,000 in federal funds that must be matched locally by \$21,000.

This funding would go toward various equipment needed to modify dispatching services. A discussion regarding the local match occurred. It was determined that the County and Pace will discuss this issue at a later date.

## **Regional Transportation Authority (RTA) Moving Beyond Congestion**

Mr. Plummer, a consultant for the RTA, discussed the Moving Beyond Congestion effort stating that the RTA has the planning and fiduciary responsibility for transit in Northeastern Illinois. Mr. Plummer further discussed the benefits of having a transit system, and the problems that will incur in operating a transit system.

In February, the RTA will provide a final report outlining why transit is so important, and will look for ways for additional funding.

Chairman Schaefer asked Mr. Wilmot whether the money that would be allocated for McHenry County planning can be allocated toward implementation since McHenry County has already planned for transit. Mr. Wilmot stated that he will take this question to a higher authority.

Mr. Ciavarella, program manager for the RTA, spoke about the RTA's latest effort, the Human Services Transportation Plan (HSTP). This plan is required by the Federal Transit Administration (FTA) as part of SAFETEA-LU legislation that was passed in 2005. The RTA is the designated recipient of Job Access Reverse Commute (JARC) and New Freedom Initiative (NFI) funds for the Northeastern Illinois region. In order to access these funds this plan must be completed. The plan considers the following:

- 1) Take inventory of all the services.
- 2) Identify travel needs.
- 3) Target populations such as the disabled, low income, and older adults.
- 4) Identify gaps and redundancies in service.
- 5) Develop regional policies and strategies to coordinate services efficiently.
- 6) Develop a competitive selection process in selection criteria.
- 7) Determine what makes a good JARC and a NFI project.

Once this plan is completed, McHenry County can apply for these funds for improvements and operating costs for the Coordinated Demand Response Service.

In late March or April, the RTA will be conducting workshops in each County to obtain feedback. The RTA is currently constructing a website regarding this plan. A link will be available at [www.rtachicago.com](http://www.rtachicago.com).

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The Human Services Transportation Plan (HSTP) will be guidance for the next JARC and NFI call for projects. The call for projects will likely occur in the fall.

Mr. Ciavarella will provide Mr. Osborn with information on the types of projects that will be considered.

## **Chicago Metropolitan Agency for Planning (CMAP) Human Services Questionnaire**

Mr. Osborn discussed the formation of the Chicago Metropolitan Agency for Planning (CMAP). Mr. Kopec further explained the formation of CMAP, stating that it is one agency. CMAP is the combination of the Chicago Area Transportation Study (CATS) and the Northeastern Illinois Planning Commission (NIPC).

CMAP has identified six (6) focus areas:

- 1) Transportation
- 2) Land Use
- 3) Housing
- 4) Environment and Natural Resources
- 5) Human Services
- 6) Economic Development

Ms. Hill requested an organizational chart of CMAP, that Mr. Kopec stated he would supply.

Mr. Osborn mentioned that the County was pursuing a Park-and-Ride lot at the intersection of Virginia Rd. and Illinois Route 31. Mr. Osborn stated that the Division would compose a letter for signature from Chairman Schaefer, showing support from the Implementation Task Force, in applying for Congestion Mitigation and Air Quality (CMAQ) funding for the construction of this Park-and-Ride facility.

On a motion by Mr. Misek, and seconded by Mr. Nichols, that a letter of support be drafted and sent from the Implementation Task Force for funding of the construction of the Park-and-Ride facility.

A vote was taken with all members present voting “aye”; motion carried.

## **Next Steps**

Chairman Schaefer stated that the Coordinated Demand Response Service Subcommittee members need to forward the surveys distributed at the meeting to Pace so they can complete the analysis.

Ms. Schaefer also requested that the various agencies inform the members of the Implementation Task Force their intentions on participation.

## **Next Meeting**

The date for the fifth Implementation Task Force Meeting, held at the Division of Transportation, is tentative.

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## Adjournment

On a motion by Anna May Miller, and seconded by Lyn Orphal, the meeting was adjourned at 2:45 p.m.

