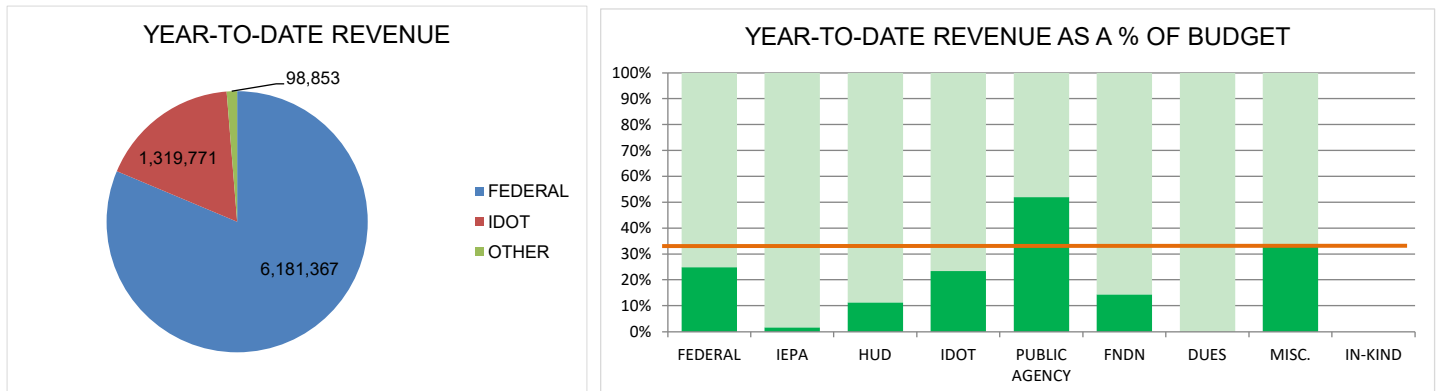


**CHICAGO METROPOLITAN AGENCY FOR PLANNING  
MONTHLY REVENUE AND EXPENDITURE REPORT  
AS OF OCTOBER 31, 2022**

**REVENUE**



**REVENUE OVERVIEW**

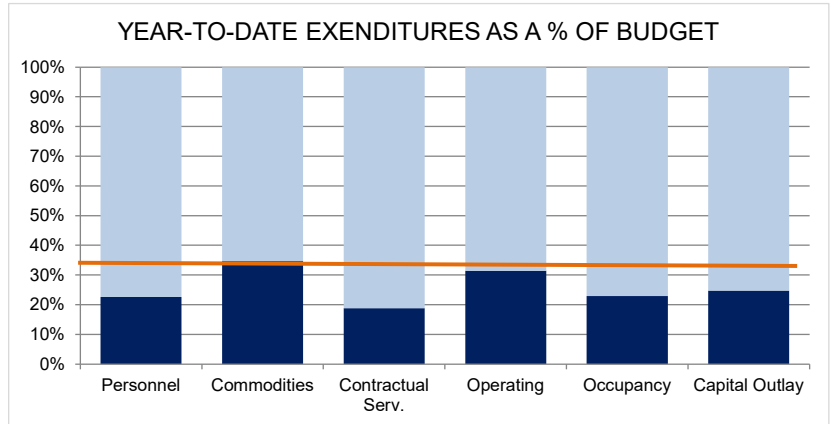
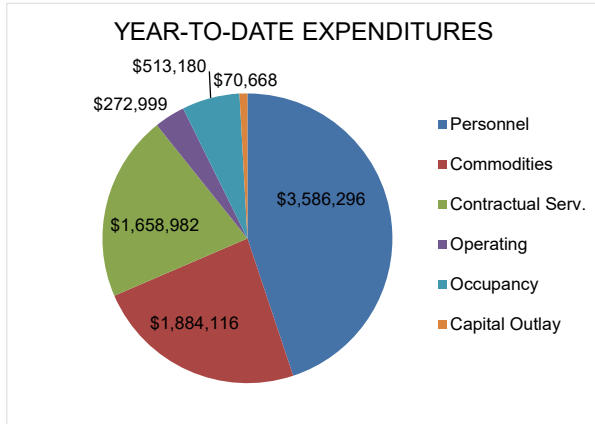
CMAP's funding for FY2023 is comprised of (78%) Federal, (18%) State, (3%) Other Public, Foundation, Non-Public Funding and Miscellaneous, and (2%) Local contributions. Using the straight-line method, CMAP's collected revenue in relation to budgeted revenue for the month of October should be approximately 33.7%. As of October 2022, CMAP has collected 23.8% of its budgeted revenue from the sources identified in the Year-To-Date Revenue tables above. CMAP's grant with IDOT is a reimbursable agreement. Therefore, revenues will always lag expenses in a given fiscal month. Further, the transition from one fiscal year end to the next generally causes a delay in payments received from IDOT as both CMAP and IDOT work to close the previous fiscal year.

Local contributions continues to be a critical component of CMAP's funding strategy as it supports work not funded through the State or other grant funding sources. Since its inception, CMAP has maintained local contributions at it's adopted amount of approximately \$887,000. With CMAP's increasing operating budget, the agency has instituted a path forward for local contributions. The Agency has increased the contribution amount for Counties and Transit Partners, to strive to reach the new local match requirements of \$1.6M. Since its inception in 2016, the agency has collected each year 99% of all local contributions. Through October 2022, CMAP collected 95.2% of FY2022 contributions, with F20Y23 contribution invoices being sent in October 2022.

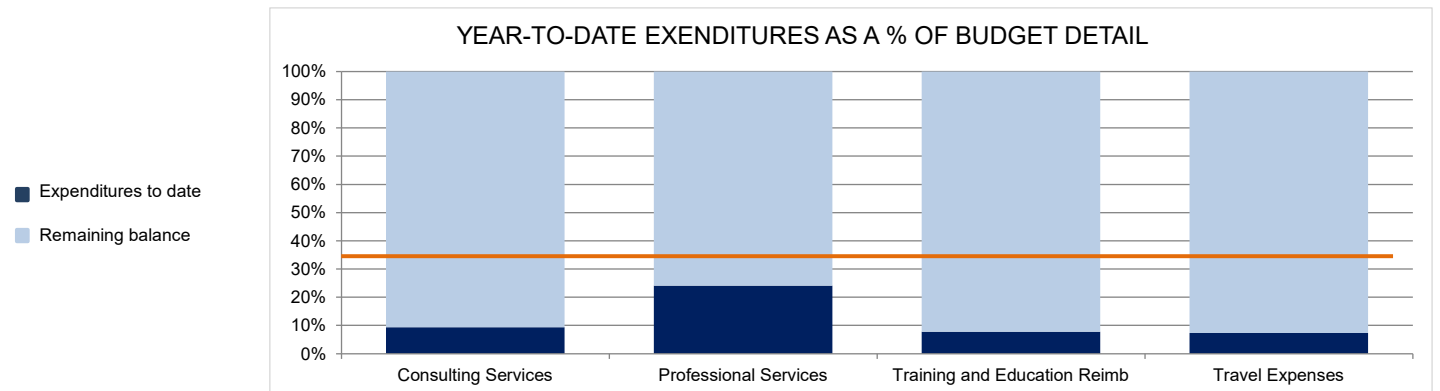
**Notes:**

As of 10/31/2022, 33.7% of the fiscal year is complete. See orange trend line on YTD Revenue as a % of year complete.

## EXPENDITURES



## EXPENDITURE HIGHLIGHTS



## EXPENDITURE OVERVIEW

Using the straight-line method, CMAP's expenses for the month of Oct should trend towards 33.7% of budget. As of October 2022, the agency has expended 22.0% of its budget. The three highest categories of expenditures for the fiscal year-to-date are personnel at 22.6%, contractual services at 18.8%, and commodities at 34.6%. Personnel expenses along with contractual services continue to lag behind expectations. The largest contributor to below trending expenses is staff recruitment and turnover. Similar to employers throughout the country, the agency is contending with a very competitive job market. The agency is experiencing greater than 15% turnover as compared to a historical average turnover of around 10%. It is also increasingly challenging to recruit and maintain talent in this highly competitive market. This also has a direct impact on consultant service expenditures as staff are required to manage consultant-led projects. Consulting services were 9.4% fiscal year-to-date.

The first table "Expenditures" provides expenditures for the six categories that make up the agency's budget. The second table reflects the highest four sub-categories in CMAP's budget. Consulting and Professional Services are under the Contractual Expense Category and Training & Education and Travel Expenses are under the Operating Expense Category. For definition of the six categories that comprise the CMAP budget, see below.

### CMAP Expenses Categories

Personnel expenses for salaries and wages provided for all persons employed by CMAP are included in this category. Leave hours taken such as vacation, sick, personal days, parental and family & medical leaves are included in this category.

Commodities are supplies, materials and articles which are consumed during their use or are materially altered when used. These items have a unit cost under \$3,000.00, a limited life, and are not subject to depreciation.

Contractual Services are expenditures for contracted services performed by non-employees which are required by a division or the board in the execution of its assigned function.

General Operating expenses include payments for services provided to CMAP in the normal operations of a business. These include postage, meeting expenses, memberships, conferences, etc. Employee travel reimbursements are also under this expenditure category including both in-region and out-of-region travel and related related training expenses.

Occupancy expenses are rent/office maintenance expenses which include payment of utility costs, office lease, real estate taxes, telephone charges, monthly parking fees related to the leases, and office maintenance provided by the building operations. This would include all costs paid by CMAP to occupy the physical office space.

Capital expenses include payments for the acquisition, replacement, or substantial increase in value of assets which are not expendable in first use, with a life expectancy exceeding one year, subject to depreciation and with a unit cost greater than \$3,000.00.

### Notes:

As of 10/31/2022, 33.7% of the fiscal year is complete. See orange trend line on YTD Expenditures as a % of year complete.

**CHICAGO METROPOLITAN AGENCY FOR PLANNING**  
**MONTHLY SUMMARY REPORT**  
**10/31/2022**

	<u>Received/ Expended To Date</u>	<u>FY 2023 Budget</u>	<u>Remaining Balance</u>	<u>% of Budget</u>
<b>OPERATIONAL</b>				
<b>REVENUES</b>				
<b>By Program</b>				
Federal	\$ 4,627,812	\$ 20,936,191	\$ 16,308,378	22.1%
Statewide Research & Local Planning	1,553,554	3,913,138	2,359,584	39.7%
IDOT	1,319,771	5,634,808	4,315,037	23.4%
IEPA	2,695	161,395	158,701	1.7%
HUD	761	6,754	5,994	100.0%
Other Public Agencies	55,939	107,671	51,732	52.0%
Foundations and Non-Public Agencies	28,710	200,000	171,290	14.4%
Contributions	-	887,486	887,486	0.0%
Miscellaneous	10,749	32,600	21,851	33.0%
<b>Total Revenues</b>	<u>\$ 7,599,991</u>	<u>\$ 31,880,043</u>	<u>\$ 24,280,052</u>	<u>23.8%</u>
<b>EXPENDITURES</b>				
<b>By Category</b>				
Personnel	\$ 3,586,296	\$ 15,887,722	\$ 12,301,426	22.6%
Commodities	1,884,116	5,439,796	3,555,679	34.6%
Contractual Services	1,658,982	8,815,084	7,156,102	18.8%
Operating Expenses	272,999	868,040	595,041	31.5%
Occupancy Expenses	513,180	2,235,444	1,722,264	23.0%
Capital Outlay	70,668	286,000	215,332	24.7%
<b>Total Expenditures</b>	<u>\$ 7,986,240</u>	<u>\$ 33,532,085</u>	<u>\$ 25,545,845</u>	<u>23.8%</u>
<b>NON-OPERATIONAL</b>				
<b>REVENUE</b>				
Pass-Through	-	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	41,869	1,916,368	1,874,499	2.2%
CMAP Match	-	-	-	0.0%
In-Kind Services	-	-	-	0.0%
<b>Total, Non-Operations Revenues</b>	<u>\$ 41,869</u>	<u>\$ 5,115,868</u>	<u>\$ 5,073,999</u>	<u>0.8%</u>
<b>EXPENDITURES</b>				
Pass-Through	-	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	52,336	1,916,368	1,864,032	2.7%
CMAP Match	-	5,037	5,037	0.0%
In-Kind Services	-	-	-	0.0%
Applied Overhead	-	2,827,325	2,827,325	0.0%
<b>Total, Non-Operations Expenditures</b>	<u>\$ 52,336</u>	<u>\$ 7,948,230</u>	<u>\$ 7,895,893</u>	<u>0.7%</u>

# CHICAGO METROPOLITAN AGENCY FOR PLANNING

## MONTHLY CASH REPORT

### AS OCTOBER 31, 2022

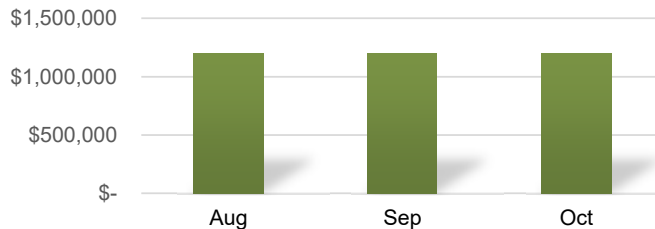
#### BMO HARRIS CHECKING



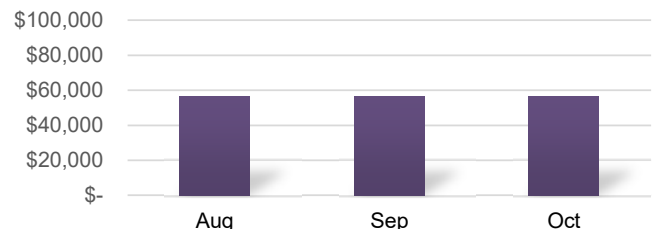
#### BMO HARRIS GENERAL INVESTMENT



#### BMO HARRIS CD



#### BMO HARRIS PDP



## MONTHLY CASH OVERVIEW

#### ***What caused the change in balance for each of the cash accounts?***

**BMO Harris Checking Account:** Wire transfers of \$1.8 million from the General Investment account funded operating activities for the month of October. Operating activities were comprised of \$849 thousand in personnel related costs, and \$942 thousand in payables.

**BMO Harris General Investment Account:** Wire transfers of \$228 thousand resulting from monthly revenue activity partially funded \$1.8 million in transfers to the Checking account for the month of Oct.

**BMO Harris CD:** No activity has occurred in this account during FY2023.

**BMO Harris Peters Fellowship:** Monthly interest and a contribution of \$1,050 was the only activity in this account during FY2023.

#### ***Are we meeting our Federal reserve commitment of \$5,000,000 as outlined in the agency's 2018 MPO Certification?***

The agency's cash balance fluctuates throughout the year since the funding is mainly on a reimbursement basis. Annually, the cash level during June and July is at its lowest point. This is due to the State's and the agency's fiscal year end close. Therefore, 2nd and 3rd quarter cashflow should be in line with this requirement. 1st and 4th quarter cashflow are more impacted by the fiscal year-end close-out process. This reserve commitment includes the \$1.2 million CD the agency holds as a security deposit with the OPO landlord.

12095	10/3/2022	The Hartford	7/1/23-9/1/23 Business Owners	\$12,553.00
12096	10/3/2022	Pitney Bowes Inc	7-9/22 Mail Equipment Lease	\$1,951.20
12097	10/4/2022	UPS	9/15/22 UPS Shipping	\$20.01
12122	10/5/2022	Comcast	9/11-10/10/22 TV Service fee	\$78.68
12098	10/6/2022	Applied Pavement Technology Inc	Municipal pavement management	\$16,624.75
12099	10/6/2022	Baker Tilly Virchow Krause & Company LLP	9/22 Accounting services	\$24,821.00
12100	10/6/2022	MARY VICTORIA BARRETT	IDOT Fall Planning Conf Travel	\$125.07
12101	10/6/2022	Broadsword Event House Americas Inc	Audio/Video, room set up	\$10,920.00
12102	10/6/2022	CDW Government Inc	Annual Cisco Maintenance Renew	\$8,331.36
12103	10/6/2022	Creative Financial Staffing LLC	HR temp help	\$5,737.50
12104	10/6/2022	Design Workshop Inc	PAO B Country Club Hills Comp	\$23,092.12
12105	10/6/2022	Genesys Works Chicago	8/16-8/31 Genesys works interns	\$4,247.45
12106	10/6/2022	Health Care Cost Management Inc	7/22 FSA admin fees	\$2,863.47
12107	10/6/2022	IMS Infrastructure Management Services LLC	8/1-8/31 municipal pave mgmt.	\$8,325.60
12108	10/6/2022	LaSalle Network	9/18 Temp Reception Admin	\$840.38
12109	10/6/2022	ANTHONY ROY MANNO	Country Board Chairs mtg Trav	\$72.28
12110	10/6/2022	COLE R NEDER	Tuition Reimbursement	\$2,349.89
12111	10/6/2022	JULIANA RESCHKE	APA Conf Registration	\$275.00
12112	10/6/2022	Sam Schwartz Engineering	PAO A Bartlett Streamwood Bike	\$4,911.82
12113	10/6/2022	TODD E SCHMIDT	IDOT Fall Planning Conf Travel	\$262.56
12114	10/6/2022	TierPoint LLC	10/1-10/31 Colocation services	\$6,447.06
12115	10/6/2022	US Bank HSA	10/7/22 HSA Deduction EE	\$2,265.18
12116	10/6/2022	Valerie S Kretchmer Associates Inc	PAO C: Hegewisch Market Analysis	\$5,198.75
12117	10/6/2022	JENNIE KHOEN VANA	Blazing a new trail travel	\$1,401.09
12118	10/6/2022	Warehouse Direct	PPE Supplies - Gloves	\$18.96
12119	10/6/2022	MARY ELIZABETH WEBER	FY23 Tuition Reimbursement	\$723.00
12120	10/6/2022	BEATRIX EDLYN GUE YAN	Palenque LSNA Travel	\$5.00
70057	10/6/2022	ICMA	Agency dues to ICMA - A McEwan	\$1,400.00
70058	10/6/2022	TechSmith Corporation	License renewal for Snagit	\$2,086.55
12121	10/11/2022	UPS	9/26/22 UPS Shipping	\$11.80
12123	10/13/2022	Aflac	9/22 Aflac PR WH	\$272.16
12124	10/13/2022	Baker Tilly Virchow Krause & Company LLP	Compensation Study	\$10,345.00
12125	10/13/2022	BerryDunn	ERP Assessment project	\$5,200.00
12126	10/13/2022	LILY ROSE BRACK	Lbrack APA professional dues	\$175.00
12127	10/13/2022	Budget Rent A Car System Inc	7/18-7/19 B Yan Car Rental	\$333.72
12128	10/13/2022	Chicago Office Technology Group	FY23 COTG Maintenance Agree	\$1,289.62
12129	10/13/2022	Clarity Partners LLC	8/22 FY23 Web Dev/Support	\$60.07
12130	10/13/2022	MICHAEL J COLLINS	9/20-9/21/22 ICMA Conf Reg	\$709.00
12131	10/13/2022	Columbia Books Inc	Grants Compliance Expert	\$998.00
12132	10/13/2022	Creative Financial Staffing LLC	Finance temp help	\$4,050.00
12133	10/13/2022	Delta Dental - Risk	10/22 Dental PPO COBRA	\$8,474.81
12134	10/13/2022	DuPage County	DuPage Trails Plan	\$67,749.86
12135	10/13/2022	First Communications LLC	9/22 Telephone	\$376.17
12136	10/13/2022	KASIA S HART	IDOT Fall Plan Conf Travel	\$353.75
12137	10/13/2022	Holland and Knight LLP	Legal advice	\$900.00
12138	10/13/2022	Mutual of Omaha	10/22 Life insurance - EE	\$5,289.06
12139	10/13/2022	STEPHEN C OSTRANDER	Stakeholder interview travel	\$89.13
12140	10/13/2022	Riverside Graphics Corporation	#10 CMAP Envelopes	\$1,578.00
12141	10/13/2022	S2Verify LLC	9/1-9/30/22 Background check	\$219.66
12142	10/13/2022	JACOB D SEID	Village Staff meeting travel	\$243.14
12143	10/13/2022	TierPoint LLC	11/1-11/30 Colocation services	\$6,447.06
70059	10/13/2022	Association of Metropolitan Planning Organization	AMPO Conference Registration	\$625.00
70060	10/13/2022	State Employee Retirement System of Illinois	9/22 Employees WH	\$16,705.66
12144	10/14/2022	BMO Harris Bank Master Card	Easy keys Cubicle key replace	\$4,884.70
12145	10/14/2022	ComEd	8/30-9/29/22 Electricity	\$1,112.71
12146	10/20/2022	ASI	HP Plotter Ink Cartridges	\$1,584.00
12147	10/20/2022	DUSTIN CALLIARI	CARE Interview Travel	\$257.08
12148	10/20/2022	Creative Financial Staffing LLC	HR temp help	\$2,362.50
12149	10/20/2022	GILTON D CROSS	UWP Engagement event travel	\$30.00
12150	10/20/2022	Health Care Cost Management Inc	10/21/2022 Health FSA PR WH	\$2,180.96
12151	10/20/2022	Inc. Jacobs Engineering Group	8/26 Highway-Rail Grade Cross	\$1,924.02
12152	10/20/2022	LaSalle Network	Temporary Reception/Admin	\$1,680.76
12153	10/20/2022	Optum Bank	4-6/22 HSA Account Fees	\$211.25
12154	10/20/2022	Race Forward	Renewal of agency membership	\$2,500.00
12155	10/20/2022	Riverside Graphics Corporation	Business Cards for staff	\$188.00
12156	10/20/2022	Sentinel Technologies Inc	Jabber soft phone set up	\$1,250.00
12157	10/20/2022	Sikich LLP	Year End 6/30/21 Audit	\$1,446.00
12158	10/20/2022	Therm Flo Inc	FY23 AC Maintenance Agreement	\$2,294.00
12159	10/20/2022	TierPoint LLC	8/1-8/31 Colocation services	\$230.44
12160	10/20/2022	US Bank HSA	10/21/22 HSA Deduction EE	\$2,265.19
70061	10/20/2022	Columbia Books Inc	Federal Grants Dev Handbook	\$998.00

70062	10/20/2022	Menard Consulting Inc	GASB 75 Valuation FY22	\$1,800.00
12161	10/24/2022	Comcast	10/22 Internet	\$1,000.00
12162	10/24/2022	Vision Service Plan (IL)	10/22 Cobra	\$1,262.03
12163	10/25/2022	The Hartford	7/19/09-7/19/10 Workers Comp	\$12,627.00
12164	10/27/2022	601W Companies Chicago MT LLC	11/22 Rent	\$161,490.51
12165	10/27/2022	AECOM Technical Services Inc	8/6-9/9/22 Mobility Recovery	\$23,252.50
12166	10/27/2022	Applied Research Association Inc	8/1-8/31/22 TID-CMAP Pilot PMS	\$17,055.00
12167	10/27/2022	Arctic Information Technology Inc	ERP D365 software license -7-1	\$96,300.00
12168	10/27/2022	Blue Cross Blue Shield of Illinois	11/22 Retirees/COBRA Health	\$109,959.06
12169	10/27/2022	JULIE BURROS	CARE & Porch Interviews travel	\$52.82
12170	10/27/2022	DUSTIN CALLIARI	CARE, ASE, Indo Travel	\$30.96
12171	10/27/2022	Center for Neighborhood Technology	Equitable Engagement FY23	\$9,893.50
12172	10/27/2022	Cogent Communications Inc	Finance Charge	\$582.58
12173	10/27/2022	Creative Financial Staffing LLC	HR temp help	\$1,606.50
12174	10/27/2022	EcoInteractive Inc	Integrated TIP database Year 3	\$15,125.00
12175	10/27/2022	Genesys Works Chicago	9/16-9/30/22 Interns	\$2,493.68
12176	10/27/2022	GRM Information Management Services of Chic	10/1-10/31 Offsite Storage	\$337.90
12177	10/27/2022	IMS Infrastructure Management Services LLC	municipal pavement management	\$19,228.00
12178	10/27/2022	JAEMI JACKSON	APA-IL Conference Registration	\$220.00
12179	10/27/2022	ETHAN JANTZ	IEEE VIS 2022 Conf Register	\$380.00
12180	10/27/2022	LaSalle Network	10/16 Reception/Admin Temp	\$840.38
12181	10/27/2022	THOMAS J. MURTHA	AASHTO Ped Guide	\$186.00
12182	10/27/2022	Mutual of Omaha	11/22 Life Insurance - EE	\$7,338.80
12183	10/27/2022	Nearmap US Inc.	Near Map subscriptions	\$50,000.00
12184	10/27/2022	Oates Associates Inc	7/22 ADA transition plan	\$12,610.00
12185	10/27/2022	Resource Systems Group Inc	7/1-7/31 Activity Based Model	\$5,439.37
12186	10/27/2022	SHI International Corporation	ManageEngine Service Desk Plus	\$1,000.00
12187	10/27/2022	SLG Innovation Inc	9/22 IT consulting	\$60,561.30
12188	10/27/2022	TIP Strategies Inc	Post COVID-19 Reg Assessment	\$5,675.00
12189	10/27/2022	JENNIE KHOEN VANA	IRTBA, ACEC, Lake meet travel	\$168.95
12190	10/27/2022	BLANCA VELA-SCHNEIDER	Printing supplies for MPO Mtg	\$150.21
12191	10/27/2022	Warehouse Direct	General Office Supplies	\$555.91
70063	10/27/2022	Hertz Corporation	9/12-9/13/22 D Calliari Rental	\$183.92
70064	10/27/2022	Midwest Awards Corporation	Magnetic badges for new staff	\$240.05
70065	10/27/2022	RA Malatest and Associates	Commercial Services Vehicle	\$8,726.24
12220	10/31/2022	BMO Harris Bank Master Card	Credit Card Statement	\$6,786.92
WT	10/1/2022	BMO Harris Bank	Credit Card Reversal	(\$4,884.70)
WT	10/1/2022	BMO Harris Bank	Payroll	\$249,706.87
WT	10/5/2022	BMO Harris Bank	Constant Contact Refund	\$225.00
WT	10/7/2022	State Disbursement Unit	PY Withholding	\$391.76
WT	10/7/2022	IL Department of Revenue	State Income Taxes	\$17,633.38
WT	10/7/2022	Internal Revenue Service	Federal Income Taxes	\$95,421.61
WT	10/7/2022	IDES	Unemployment	\$12,972.25
WT	10/7/2022	Internal Revenue Service	Fed unemployment	\$2,184.23
WT	10/11/2022	Empower Financial Group	Insurance	\$14,602.85
WT	10/11/2022	BMO Harris Bank	Fee-standby letter of credit	\$4,600.00
WT	10/14/2022	Columbia Books Inc	Void	(\$998.00)
WT	10/14/2022	IMRF	Cash receipt for Retirees Insurance	\$72,027.04
WT	10/15/2022	BMO Harris Bank	Payroll	\$252,448.53
WT	10/17/2022	RTA	Transit Benefit Card Payment	\$730.75
WT	10/18/2022	Michigan Department of Revenue	State Income Taxes	\$196.66
WT	10/18/2022	Wisconsin Department of Revenue	State Income Taxes	\$1,930.52
WT	10/20/2022	IL Department of Revenue	State Income Taxes	\$17,795.54
WT	10/20/2022	Internal Revenue Service	Federal Income Taxes	\$94,571.18
WT	10/20/2022	IDES	Unemployment	\$820.90
WT	10/21/2022	State Disbursement Unit	PY Withholding	\$391.76
WT	10/24/2022	Empower Financial Group	Insurance	\$14,602.85
WT	10/24/2022	BMO Harris Bank	Checking Account Service Fee	\$618.52
WT	10/24/2022	IL Department of Revenue	State Income Taxes	\$120.63
WT	10/24/2022	Internal Revenue Service	Federal Income Taxes	\$665.60
WT	10/27/2022	CTA	Ventra Transit Benefit Card Payment	\$915.00
WT	10/31/2022	IDES	Unemployment Refund	(\$13,793.15)
				\$1,778,901.68
				\$0.00

