

## EXECUTIVE COMMITTEE

### AGENDA - FINAL

Wednesday, September 14, 2022

11:00 AM

(or immediately following the Board meeting)

Members of the public who attend in-person can pre-register for a visitor's pass at [info@cmap.illinois.gov](mailto:info@cmap.illinois.gov) or should arrive early and check-in with the security desk for access.

You can also join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/82211738550?pwd=Ri9YbTZTNIB3UIh5OFR3MzhmOGxXUT09>

Meeting ID: 822 1173 8550

Passcode: 302503

One tap mobile

+13126266799,,82211738550#,,,,\*302503# US (Chicago)

- 1.0 Call to Order and Introductions
- 2.0 Agenda Changes and Announcements
- 3.0 Approval of Minutes
  - 3.01 Minutes from June 8, 2022 [22-327](#)  
ACTION REQUESTED: Approval  
**Attachments:** [Executive Committee 6.8.22 Minutes](#)
- 4.0 Financial Statements
  - 4.01 May monthly revenue and expenditure report for Fiscal Year (FY) 2022 [22-435](#)  
ACTION REQUESTED: Approval  
**Attachments:** [May 2022 Financials Executive Committee Report 05.31.2022](#)
  - 4.02 June monthly revenue and expenditure report for Fiscal Year (FY) 2022 [22-436](#)  
ACTION REQUESTED: Approval  
**Attachments:** [June 2022 Financials Executive Committee Report 06.30.2022](#)
- 5.0 Grants, contracts and procurements
  - 5.01 September 14, 2022 Executive Committee report [22-433](#)  
ACTION REQUESTED: Information

**Attachments:**    [ExecCmteMemo\(Grants Etc 9 13 22\)](#)

**6.0 Other Business**

**7.0 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 public comment period will immediately follow the last item on the agenda.

**8.0 Next Meeting**

The next meeting is scheduled for October 12, 2022. The meeting will be held at Chicago Union Station, 225 S. Canal Street, Chicago, IL in the Burlington Room.

**9.0 Adjournment**

## EXECUTIVE COMMITTEE

### MEETING MINUTES - FINAL

Wednesday, June 8, 2022

11:00 AM

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/82211738550?pwd=Ri9YbTZTNIB3UIh5OFR3MzhmOGxXUT09>

Meeting ID: 822 1173 8550      Passcode: 302503

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#### 1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 10:44 a.m.

**Present:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

Staff present: Erin Aleman, Jane Grover, Angela Manning-Hardimon, Amy McEwan, Jennie Vana, Blanca Vela-Schneider, Piotr Wietrzak

Others present: Joe Breinig

#### 2.0 Agenda Changes and Announcements

There were no additions or amendments to the agenda.

#### 3.0 Approval of Minutes

3.01 Minutes from May 11, 2022

[22-266](#)

**Attachments:** [Exec Committee 5.11.22 Minutes - Final](#)

A motion was made by John Noak, seconded by Anne Sheahan, that the minutes be approved. The motion carried by the following vote:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, and Anne Sheahan

**Absent:** Paul Goodrich

**Abstain:** Diane Williams

#### 4.0 Financial Statements

4.01 April monthly revenue and expenditure report for the Fiscal Year (FY) 2022

[22-285](#)

**Attachments:** [April 2022 Financials Executive Committee Report 05.31.2022](#)

A motion was made by Diane Williams, seconded by Anne Sheahan, that the April monthly revenue and expenditure report be approved. The motion carried by the following vote:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

## 5.0 Grants, Contracts and Procurements

5.01 Executive Committee Report for June 8, 2022

[22-262](#)

**Attachments:** [ExecCmteMemo\(GrantsEtc\) 6 8 22](#)

The Executive Committee Report for June 8, 2022 was received and filed.

## 6.0 Other Business

6.01 Executive Director expenses for the month of May 2022

[22-282](#)

**Attachments:** [Executive Director Travel Summary for month of May](#)

The Executive Director's expense report for the month of May 2022 was received and filed.

6.02 Update on local dues

[22-246](#)

Erin Aleman, Executive Director, reported on the current local contributions structure. With the increase in funding from the Infrastructure and Investment Job Act (IIJA), there is a need to reevaluate the local contributions by communities to ensure the region is able to meet the federal local match requirement for projects.

Director Aleman reported that staff reviewed a number of scenarios of incremental increases in the local contribution structure and has been strategizing with IDOT and state partners to address the funding gap. It is recommended that an increase of 20 percent be implemented to the local contributions in the next fiscal year. Staff will be conducting outreach to municipalities, counties, and key stakeholders regarding the need to increase local contributions so the region can fully capture the maximum amount of federal funding. Director Aleman asked for the members' support through outreach efforts to their communities within the area they represent.

An update on the status of collection of the local contributions was provided.

## 7.0 Public Comment

There were no comments from the public.

## 8.0 Executive Session

Executive Session was entered into 10:51 a.m.

A motion was made by Diane Williams, seconded by John Noak, to go into Executive Session for the purpose of discussing personnel matters pursuant to 5 ILCS 120/2 (c)(1) and closed session minutes pursuant to 5 ILCS 120/2 (c)(21). The motion carried by the following vote:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

8.01 Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1)

[22-278](#)

Personnel matters were discussed in Executive Session.

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8.02 Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c)(21) [22-279](#)

Closed session minutes were discussed in Executive Session.

**Adjourn Executive Session**

Executive Session was adjourned at 11:02 a.m.

Member Williams moved, seconded by Member Noak, to adjourn Executive Session. On a roll call vote, the motion was approved by the following votes:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

8.01A Consideration to forward the Executive Committee's performance evaluation recommendations to the next CMAP Board meeting [22-283](#)

A motion was made by Member Anne Sheahan, seconded by Member Diane Williams, to recommend to the CMAP Board at its September 2022 meeting an increase of three percent to the executive director's compensation and to give the authority for additional leadership coaching/training for professional enhancement. On a roll call vote, the motion was approved by the following vote:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

8.02A Action on the November 13, 2019 closed session minutes, recommendation from counsel regarding prior closed session minutes, and the destruction of Executive Committee closed session recordings after 18 months [22-280](#)

A motion was made by Member John Noak, seconded by Member Anne Sheahan, to approve the November 13, 2019 closed session minutes, release the following closed session minutes: October 10, 2007, October 8, 2008, March 11, 2015, May 13, 2015, September 12, 2018, February 13, 2019, and November 13, 2019; to maintain the confidentiality of all other closed session minutes, and to destroy closed session recordings that are older than 18 months. The motion was approved by the following vote:

**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

**9.0 Next Meeting**  
**The next meeting is scheduled for September 14, 2022.**

The next meeting is scheduled for September 14, 2022

Chair Bennett thanked Deputy Executive Director of Finance, Angela Manning-Hardimon, for her service to CMAP.

**10.0 Adjournment**

The meeting was adjourned at 11:06 a.m.

A motion was made by Member John Noak, seconded by Member Diane Williams, that the agenda item be adjourned.. The motion carried by the following vote:

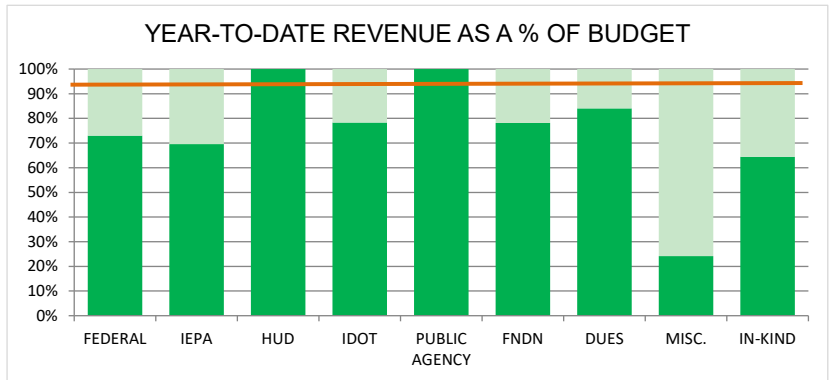
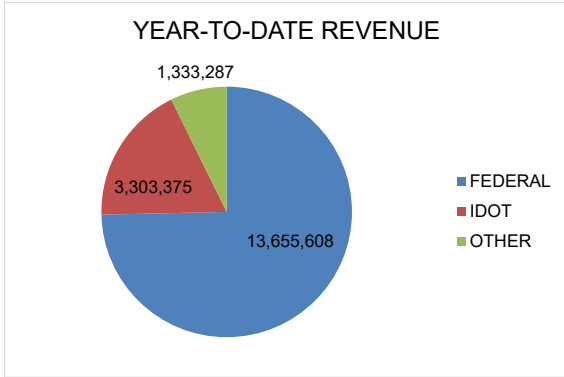
**Aye:** Gerald Bennett, John Noak, Carolyn Schofield, Anne Sheahan, and Diane Williams

**Absent:** Paul Goodrich

Minutes prepared by Blanca Vela-Schneider

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

**REVENUE**



**REVENUE OVERVIEW**

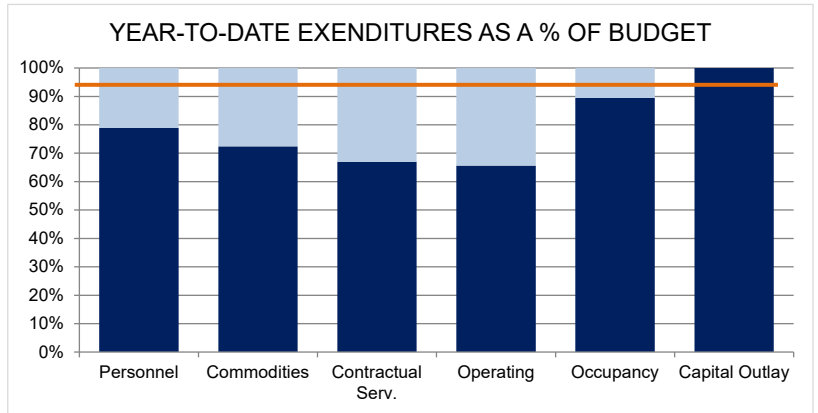
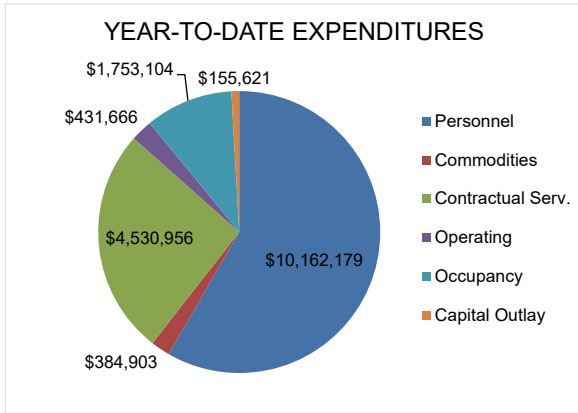
CMAP's funding for FY2022 is comprised of (79%) Federal, (15%) State, (2%) Other Public, Foundation, Non-Public Funding and Miscellaneous, and (4%) Local Dues. Using the straight-line method, CMAP's collected revenue in relation to budgeted revenue for the month of May should be approximately 92%. As of May 2022, CMAP has collected 74.8% 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.

Local dues 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 dues at its adopted amount of approximately \$887,000. With CMAP's increasing operating budget, the agency has not instituted a pass-thru of these increased cost through an increase in local dues to our partners and communities. The Agency issued the FY2022 Local Dues Invoices in November. Since its inception in 2016, the agency has collected each year 99% of all local dues. CMAP collected 97% for FY2021.

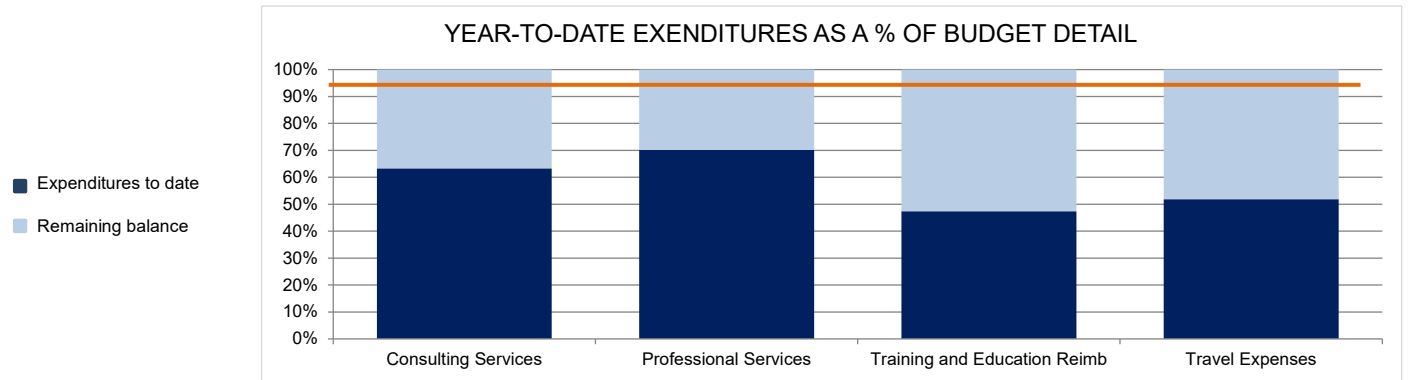
**Notes:**

As of 05/31/2022, 92% 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 May should trend towards 92% of budget. As of May 2022, the agency has expended 68.2% of its budget. The four highest categories of expenditures for the fiscal year-to-date are personnel at 78.9%, operating at 65.7%, contractual services at 67.0%, and occupancy at 89.4%. 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 the "Great Resignation" and a 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 63.3% fiscal year-to-date. In addition, the agency has paused its project management implementation project until a new Director of Strategic Alignment can be hired that would be responsible for managing this process. Implementation of project management will be a critical component to effectively managing projects going forward.

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 05/31/2022, 92% 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  
05/31/2022**

	<u>Received/ Expended To Date</u>	<u>FY 2022 Budget</u>	<u>Remaining Balance</u>	<u>% of Budget</u>
<b>OPERATIONAL</b>				
<b>REVENUES</b>				
<b>By Program</b>				
Federal	\$ 11,932,088	\$ 15,034,450	\$ 3,102,362	79.4%
Federal Carry Forward	835,872	1,739,575	903,703	48.1%
Statewide Research & Local Planning	887,648	1,928,686	1,041,038	46.0%
IDOT	3,303,375	4,216,152	912,777	78.4%
IEPA	82,491	118,594	36,103	69.6%
HUD	3,671	3,246	(425)	100.0%
Other Public Agencies	305,700	240,191	(65,508)	127.3%
Foundations and Non-Public Agencies	187,940	240,575	52,636	78.1%
Contributions	745,623	887,486	141,863	84.0%
Miscellaneous	7,863	32,500	24,637	24.2%
<b>Total Revenues</b>	<u>\$ 18,292,270</u>	<u>\$ 24,441,456</u>	<u>\$ 6,149,186</u>	<u>74.8%</u>

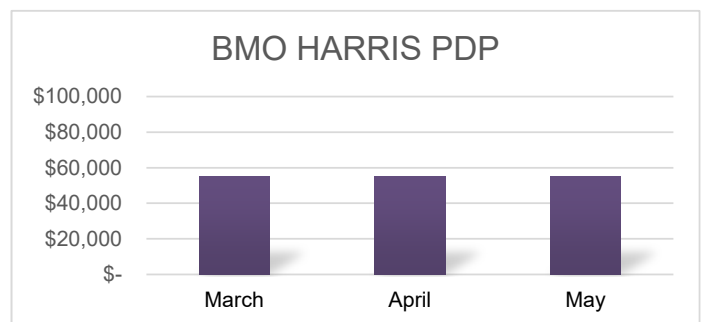
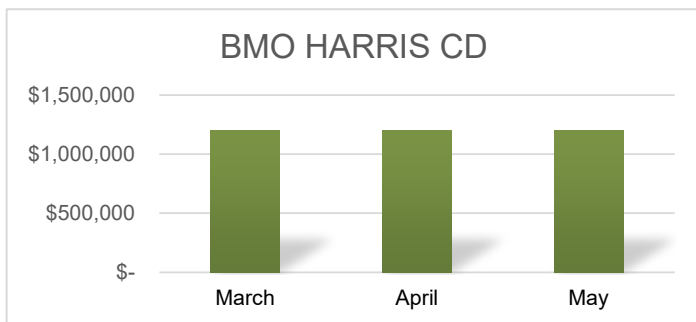
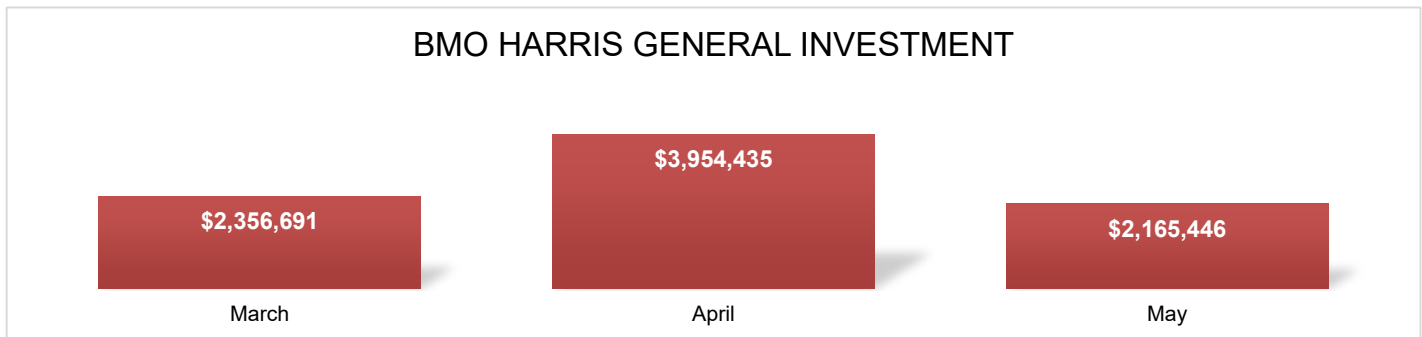
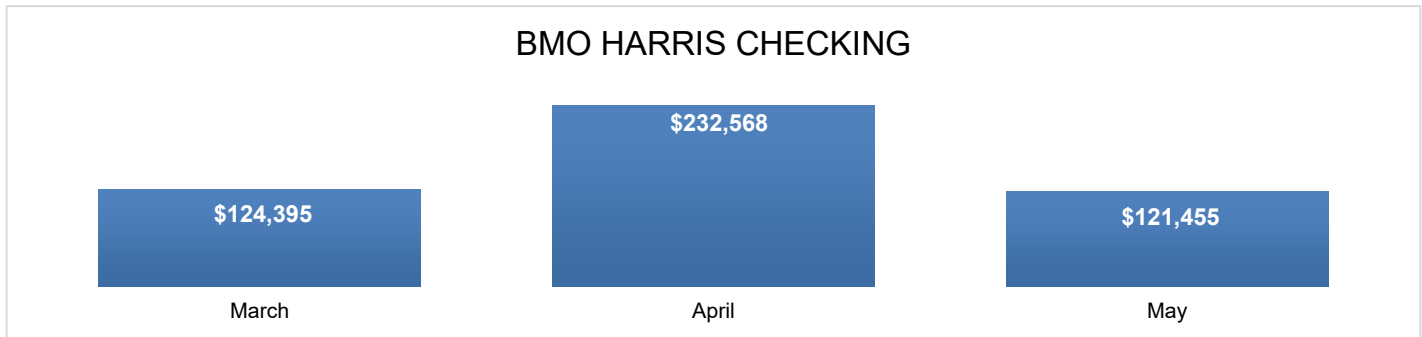
<b>EXPENDITURES</b>				
<b>By Category</b>				
Personnel	\$ 10,162,179	\$ 12,883,594	\$ 2,721,415	78.9%
Commodities	384,903	531,796	146,893	72.4%
Contractual Services	4,530,956	6,766,601	2,235,645	67.0%
Operating Expenses	431,666	657,506	225,840	65.7%
Occupancy Expenses	1,753,104	1,960,476	207,372	89.4%
Capital Outlay	155,621	92,740	(62,881)	167.8%
<b>Total Expenditures</b>	<u>\$ 17,418,429</u>	<u>\$ 22,892,713</u>	<u>\$ 5,474,284</u>	<u>76.1%</u>

**NON-OPERATIONAL**

<b>REVENUE</b>				
Pass-Through	\$ 1,287,938	\$ 1,988,300	\$ 700,362	64.8%
Council of Mayors	1,047,771	1,526,019	478,248	68.7%
CMAP Match	-	25,000	25,000	0.0%
In-Kind Services	605,051	938,580	333,529	64.5%
<b>Total, Non-Operations Revenues</b>	<u>\$ 2,940,759</u>	<u>\$ 4,477,899</u>	<u>\$ 1,537,140</u>	<u>65.7%</u>

<b>EXPENDITURES</b>				
Pass-Through	\$ 1,287,938	\$ 2,228,300	\$ 940,362	57.8%
Council of Mayors	1,047,771	1,526,019	478,248	68.7%
CMAP Match	6,224	25,000	18,776	24.9%
In-Kind Services	605,051	938,580	333,529	64.5%
Applied Overhead	-	2,655,884	2,655,884	0.0%
<b>Total, Non-Operations Expenditures</b>	<u>\$ 2,946,983</u>	<u>\$ 7,373,783</u>	<u>\$ 4,426,800</u>	<u>40.0%</u>

**CHICAGO METROPOLITAN AGENCY FOR PLANNING  
MONTHLY CASH REPORT  
AS OF MAY 31, 2022**



**MONTHLY CASH OVERVIEW**

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

**BMO Harris Checking Account:** Wire transfers of \$1.9 million from the General Investment account funded operating activities for the month of May. Operating activities were comprised of \$733 thousand in personnel related costs, and \$1.3 million in payables.

**BMO Harris General Investment Account:** Wire transfers of \$96 thousand resulting from monthly revenue activity partially funded \$1.9 million in transfers to the Checking account for the month of May.

**BMO Harris CD:** No activity has occurred in this account during FY2022.

**BMO Harris Peters Fellowship:** Monthly interest was the only activity in this account during FY2022.

**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 is 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.

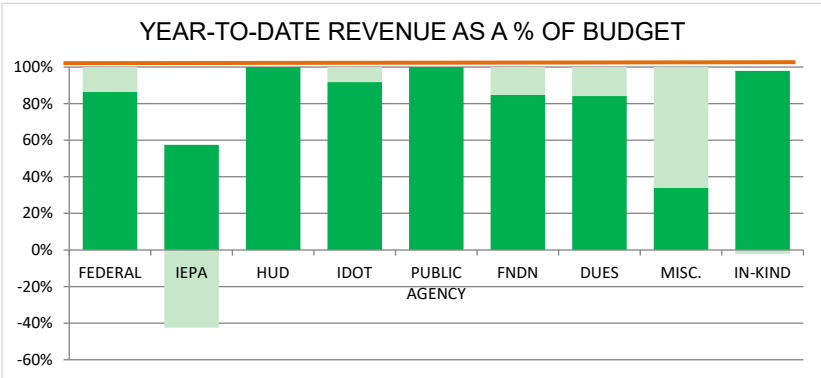
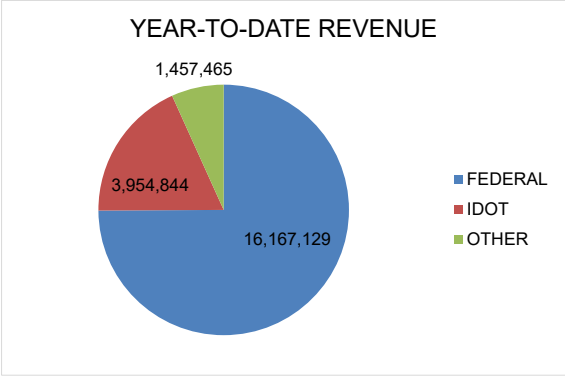
11530	5/2/2022	Blue Cross Blue Shield of Illinois	5/22 Retirees health	\$109,483.93
11531	5/2/2022	Vision Service Plan (IL)	5/22 Vision - COBRA	\$1,042.56
11533	5/5/2022	The Delta Institute	3/10-3/30 Butterfield planning	\$950.00
11534	5/5/2022	Design Workshop Inc	3/1-3/31 Sugar Grove Comp Pln	\$19,255.26
11535	5/5/2022	Geosyntec Consultants	3/22 Ind Creek Watershed Plan	\$328.00
11536	5/5/2022	Health Care Cost Management Inc	5/6/22 Flex spending contrib	\$2,251.06
11537	5/5/2022	Inc. Jacobs Engineering Group	PAO A Flossmoor Local Road	\$1,211.32
11538	5/5/2022	US Bank HSA	5/6/22 HSA EE Contribution	\$1,878.25
11539	5/5/2022	Will County Governmental League	WCGL Reception - G. Smith	\$60.00
11540	5/5/2022	Comcast	4/11-5/10/22 service	\$78.67
11541	5/12/2022	AECOM Technical Services Inc	FY22 Mobility Recovery Project	\$46,618.39
11542	5/12/2022	Aflac	4/22 Aflac PR WH	\$362.04
11543	5/12/2022	Applied Pavement Technology Inc	3/1-3/31 Pavement Service	\$3,245.00
11544	5/12/2022	Village of Bedford Park	3/1-3/31/22 Southwest COM	\$7,272.50
11545	5/12/2022	DUSTIN CALLIARI	IIPD Master Plan Travel	\$29.02
11546	5/12/2022	CDW Government Inc	HP StoreOnce Storage Support	\$26,797.34
11547	5/12/2022	City of Chicago Department of Transportation	CDOT - Streeterville TDM Plan	\$31,163.30
11548	5/12/2022	Cogent Communications Inc	5/22 Internet	\$2,172.00
11549	5/12/2022	MICHAEL J COLLINS	4/29/22 NIU Naperville Travel	\$37.44
11550	5/12/2022	DANIEL LEE COMEAUX	FY22 Dues - APA	\$3,221.28
11551	5/12/2022	Creative Financial Staffing LLC	HR temp help	\$3,555.75
11552	5/12/2022	The Delta Institute	PAO A FY22 Planning Generalist	\$950.00
11553	5/12/2022	DuPage Mayors & Managers Conference	7/21-9/21 DuPage MMC	\$25,524.06
11554	5/12/2022	AUSTEN O. EDWARDS	APA Professional Membership	\$3,169.47
11555	5/12/2022	First Communications LLC	4/22 Telephone	\$363.85
11556	5/12/2022	JANE GROVER	4/27 Justice to Evanston Travl	\$302.82
11557	5/12/2022	HDR Engineering Inc	PAO C 2/27-3/29 Graphic Design	\$874.95
11558	5/12/2022	ICF Incorporated LLC	1/29-3/31/22 GHG inventory	\$24,424.81
11559	5/12/2022	JAEMI JACKSON	APA National Conference Reg	\$2,963.44
11560	5/12/2022	Kane County Division of Transportation	3/1-3/31/22 Kane-Kendall COM	\$23,202.46
11561	5/12/2022	DIANA MARTINEZ	5/4-5/5/22 Data Workshop	\$659.47
11562	5/12/2022	Muse Community Design LLC	3/3-3/31/22 Equity Guidebook	\$2,875.00
11563	5/12/2022	COLE R NEDER	3/11-5/7 Lansing/Oswego Travel	\$172.46
11564	5/12/2022	Northwest Municipal Conference	3/1-3/31/22 NWMC	\$15,696.42
11565	5/12/2022	Optum Bank	1-3/22 HSA account fees	\$185.25
11566	5/12/2022	RUSSELL PIETROWIAK	4/22-4/26 NW IDOT meet travel	\$98.28
11567	5/12/2022	South Suburban Mayors & Managers Associati	1/1-1/31/22 SSMMA	\$47,115.89
11568	5/12/2022	BLANCA VELA-SCHNEIDER	Breakroom supplies	\$161.02
11619	5/16/2022	UPS	5/4/22 Shipping	\$23.09
11569	5/17/2022	ComEd	4/1-5/2/22 Electricity	\$1,429.96
11594	5/19/2022	AECOM Technical Services Inc	FY22 Mobility Recovery Project	\$43,160.00
11595	5/19/2022	ERIN L ALEMAN	3/21-5/5/22 travel exp	\$235.72
11596	5/19/2022	Aon Consulting Inc	Pay Equity Analysis	\$20,000.00
11597	5/19/2022	MICHAEL BROWN	APA National Conf Travel	\$2,175.46
11598	5/19/2022	Chicago Transit Authority	3/1-3/31/22 CTA Operations	\$57,384.01
11599	5/19/2022	Creative Financial Staffing LLC	HR temp help	\$10,398.83
11600	5/19/2022	DuPage Mayors & Managers Conference	DuPage MMC	\$49,521.19
11601	5/19/2022	ELIZABETH G GINSBERG	registration for APA national	\$3,134.79
11602	5/19/2022	Health Care Cost Management Inc	5/20/22 Flex Spending Contrib	\$2,251.06
11603	5/19/2022	HR Source	Annual Agency Membership Dues	\$1,465.00
11604	5/19/2022	HOLLY L HUDSON	Registration fee for Fox River	\$151.50
11605	5/19/2022	Inc. Jacobs Engineering Group	A12 PAO F Thornton CIP	\$9,570.85
11606	5/19/2022	KeldairHR	3-6/22 hiring system upgrade	\$749.00
11607	5/19/2022	LaSalle Network	Reception Work 4/4-4/22	\$2,957.26
11608	5/19/2022	Diane McCoy	Policy Principal Design	\$650.00
11609	5/19/2022	MARTIN R MENNINGER	AMPO event travel expenses	\$975.44
11610	5/19/2022	Regional Transportation Authority	RTA Community Planning	\$26,705.11
11611	5/19/2022	ELIZABETH D. SCOTT	APA Professional Dues	\$250.00
11612	5/19/2022	RYAN THOMPSON	San Diego Conf Registration	\$3,484.24
11613	5/19/2022	Traffic Logix Corporation	Speed Tracker	\$8,051.00
11614	5/19/2022	US Bank HSA	5/20/22 HSA Deduction EE	\$1,878.25
11615	5/19/2022	Warehouse Direct	HP Plotter Ink Cartridge	\$104.69
11616	5/23/2022	CenturyLink	4/22 teleconferencing	\$48.83
11617	5/23/2022	Comcast	4/22 Internet	\$1,000.00
11618	5/24/2022	Blue Cross Blue Shield of Illinois	6/22 Retirees Health	\$110,464.83
11620	5/26/2022	601W Companies Chicago MT LLC	6/22 Office maintenance	\$159,331.73
11621	5/26/2022	ERIN L ALEMAN	CAGTC Lodging Travel	\$1,346.45
11622	5/26/2022	Baker Tilly Virchow Krause & Company LLP	Accounting services	\$17,310.00
11623	5/26/2022	CDW Government Inc	Lenovo P15s laptop	\$22,458.20
11624	5/26/2022	Clarity Partners LLC	4/1-4/30 Website dev/support	\$940.16
11625	5/26/2022	Creative Financial Staffing LLC	HR temp help	\$10,506.82
11626	5/26/2022	EBSCO	EBSCO Academic Subscriptions	\$18,600.00

11627	5/26/2022	EcoInteractive Inc	Integrated TIP database Year 2	\$14,321.92
11628	5/26/2022	Egret & Ox Planning LLC	FY22 Planning Generalist	\$775.00
11629	5/26/2022	GoTo Technologies USA Inc	GoToWebinar Standard	\$52.62
11630	5/26/2022	GovTempsUSA LLC	Interim HR Director	\$18,506.25
11631	5/26/2022	GRM Information Management Services of Chi	5/22 Offsite Storage	\$315.17
11632	5/26/2022	Interpenet Ltd	5/12/22 Spanish interpreter	\$452.65
11633	5/26/2022	Inc. Jacobs Engineering Group	PAO C Bellwood Safety Plan	\$11,576.33
11634	5/26/2022	KeldairHR	5/22-6/22 Job Posting Upgrade	\$749.00
11635	5/26/2022	LaSalle Network	Admin work 4/25-5/15	\$1,188.76
11636	5/26/2022	McHenry County Division of Transportation	McHenry COM	\$6,911.63
11637	5/26/2022	TIMOTHY D. MCMAHON	CAGTC Conf Travel	\$547.89
11638	5/26/2022	Omegabit LLC	4/1-4/30/22 Website hosting	\$6,909.95
11639	5/26/2022	Pace Suburban Bus Service	3/20-4/16/22 Pace Operations	\$5,801.76
11640	5/26/2022	SLG Innovation Inc	7/21-6/22 IT consulting	\$60,561.30
11641	5/26/2022	TierPoint LLC	Colocation services	\$6,447.06
11642	5/26/2022	TIP Strategies Inc	4/22 Post COVID-19 assessment	\$38,550.00
11643	5/26/2022	Urban Land Institute	4/13/22 Dev Discussion Panels	\$5,000.00
11644	5/26/2022	UrbanSim Inc	Land Use Model Annual Software	\$36,000.00
11645	5/26/2022	West Central Municipal Conference	North Central COM (WCMC)	\$9,640.22
11646	5/26/2022	Will County Governmental League	Will County Gov League	\$12,866.81
11647	5/26/2022	ANNA JANE WILLIAMS	5/13/22 NIU Naperville Travel	\$161.86
70018	5/26/2022	State Employee Retirement System of Illinois	4/22 SERS EE PR WH	\$22,286.15
11648	5/31/2022	BMO Harris Bank Master Card	Amazon - Directional Sign	\$5,523.69
WT	5/2/2022	WI Department of Revenue	State Income Taxes	\$754.25
WT	5/3/2022	Michigan Department of Revenue	State Income Taxes	\$179.00
WT	5/5/2022	Empower Financial Group	Deferred Comp Payroll Payment	\$15,487.91
DD	5/6/2022	State Disbursement Unit	PY Withholding	\$391.76
CR	5/9/2022	Return Settle	The Delta Institute	(\$950.00)
WT	5/11/2022	IL Department of Revenue	State Income Taxes	\$14,552.61
WT	5/11/2022	Internal Revenue Service	Federal Income Taxes	\$90,269.51
WT	5/11/2022	Michigan Department of Revenue	State Income Taxes	\$271.32
DR	5/13/2022	IMRF	Cash receipt for Retirees Insurance	\$64,988.93
WT	5/19/2022	Empower Financial Group	Deferred Comp Payroll Payment	\$15,724.27
DD	5/20/2022	State Disbursement Unit	PY Withholding	\$391.76
DD	5/23/2022	BMO Harris Bank	Bank Service Fee	\$699.49
WT	5/25/2022	Ventra	Employee Card loads	\$690.00
WT	5/25/2022	IL Department of Revenue	State Income Taxes	\$14,094.91
WT	5/25/2022	Internal Revenue Service	Federal Income Taxes	\$86,857.07
DD	5/6/2022	BMO Harris Bank	Payroll	\$211,787.56
DD	5/20/2022	BMO Harris Bank	Payroll	\$216,309.95
			<b>Total</b>	<b>\$1,996,112.55</b>

Check \$0.00

**CHICAGO METROPOLITAN AGENCY FOR PLANNING  
MONTHLY REVENUE AND EXPENDITURE REPORT  
AS OF JUNE 30, 2022**

**REVENUE**



**REVENUE OVERVIEW**

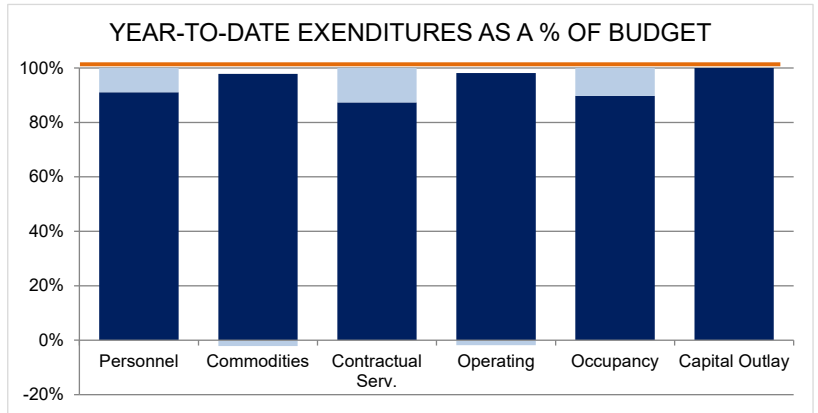
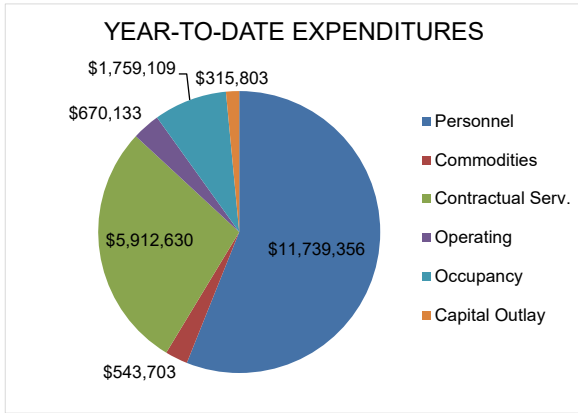
CMAP's funding for FY2022 is comprised of (79%) Federal, (15%) State, (2%) Other Public, Foundation, Non-Public Funding and Miscellaneous, and (4%) Local Dues. Using the straight-line method, CMAP's collected revenue in relation to budgeted revenue for the month of June should be approximately 100%. As of Jun 2022, CMAP has collected 88.3% 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.

Local dues 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 dues at its adopted amount of approximately \$887,000. With CMAP's increasing operating budget, the agency has not instituted a pass-thru of these increased cost through an increase in local dues to our partners and communities. The Agency issued the FY2022 Local Dues Invoices in November. Since its inception in 2016, the agency has collected each year 99% of all local dues. CMAP collected 97% for FY2021.

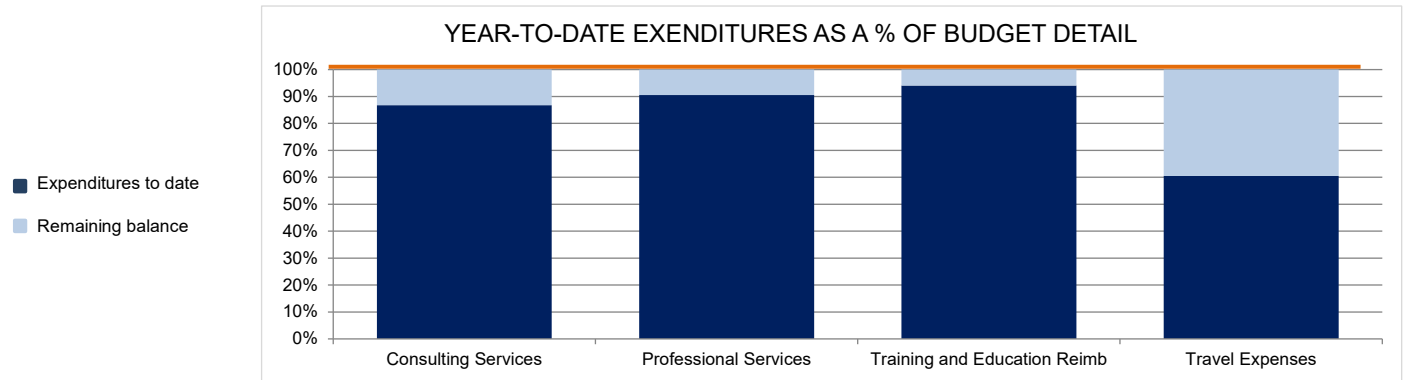
**Notes:**

As of 06/30/2022, 100% 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 May should trend towards 100% of budget. As of Jun 2022, the agency has expended 82.0% of its budget. The four highest categories of expenditures for the fiscal year-to-date are personnel at 91.1%, operating at 101.9%, contractual services at 87.4%, and occupancy at 89.7%. 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 86.8% fiscal year-to-date. In addition, the agency has paused its project management implementation project until a new Director of Strategic Alignment can be hired that would be responsible for managing this process. Implementation of project management will be a critical component to effectively managing projects going forward.

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 06/30/2022, 100% 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  
06/30/2022**

	<u>Received/ Expended To Date</u>	<u>FY 2022 Budget</u>	<u>Remaining Balance</u>	<u>% of Budget</u>
<b>OPERATIONAL</b>				
<b>REVENUES</b>				
<b>By Program</b>				
Federal	\$ 13,927,191	\$ 15,034,450	\$ 1,107,258	92.6%
Federal Carry Forward	1,211,804	1,739,575	527,771	69.7%
Statewide Research & Local Planning	1,028,134	1,928,686	900,552	53.3%
IDOT	3,954,844	4,308,752	353,908	91.8%
IEPA	99,446	25,994	(73,452)	382.6%
HUD	4,417	3,246	(1,171)	100.0%
Other Public Agencies	391,516	240,191	(151,325)	163.0%
Foundations and Non-Public Agencies	204,165	240,575	36,410	84.9%
Contributions	746,883	887,486	140,603	84.2%
Miscellaneous	11,038	32,500	21,462	34.0%
<b>Total Revenues</b>	<u>\$ 21,579,439</u>	<u>\$ 24,441,456</u>	<u>\$ 2,862,017</u>	<u>88.3%</u>

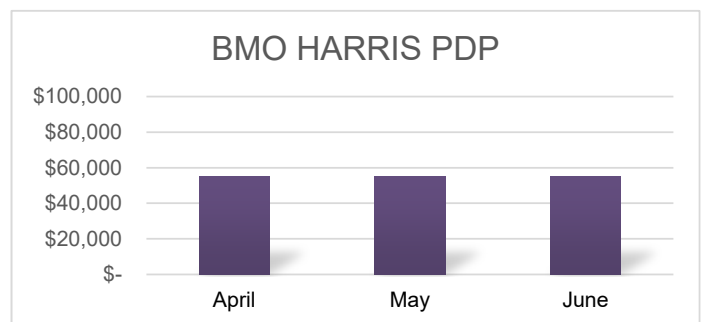
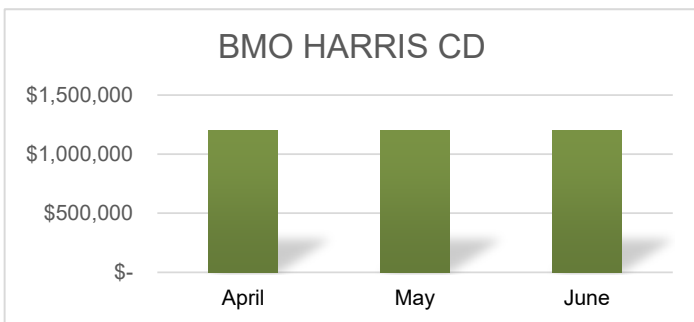
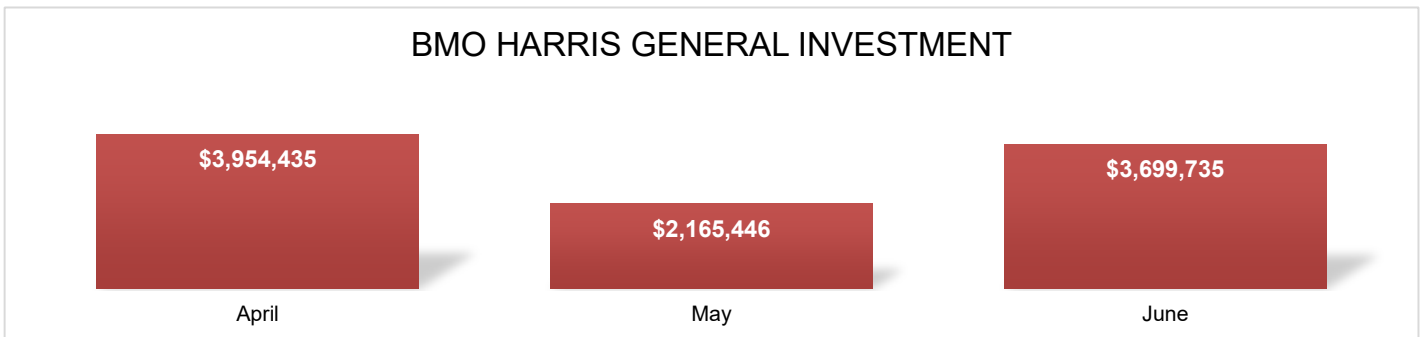
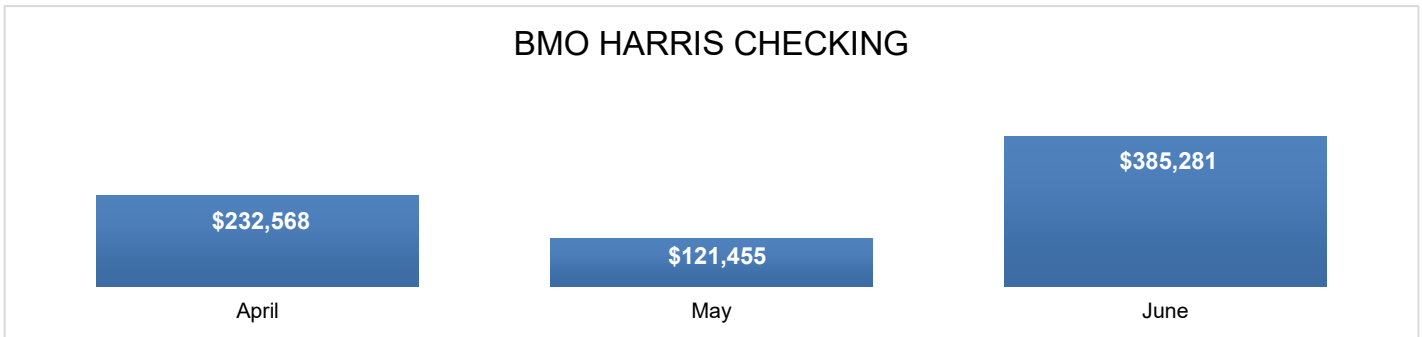
<b>EXPENDITURES</b>				
<b>By Category</b>				
Personnel	\$ 11,739,356	\$ 12,883,594	\$ 1,144,238	91.1%
Commodities	543,703	531,796	(11,907)	102.2%
Contractual Services	5,912,630	6,766,601	853,971	87.4%
Operating Expenses	670,133	657,506	(12,628)	101.9%
Occupancy Expenses	1,759,109	1,960,476	201,367	89.7%
Capital Outlay	315,803	92,740	(223,063)	340.5%
<b>Total Expenditures</b>	<u>\$ 20,940,735</u>	<u>\$ 22,892,713</u>	<u>\$ 1,951,977</u>	<u>91.5%</u>

**NON-OPERATIONAL**

<b>REVENUE</b>				
Pass-Through	\$ 2,346,409	\$ 1,988,300	\$ (358,109)	118.0%
Council of Mayors	1,382,788	1,526,019	143,231	90.6%
CMAP Match	-	25,000	25,000	0.0%
In-Kind Services	959,337	938,580	(20,757)	102.2%
<b>Total, Non-Operations Revenues</b>	<u>\$ 4,688,534</u>	<u>\$ 4,477,899</u>	<u>\$ (210,635)</u>	<u>104.7%</u>

<b>EXPENDITURES</b>				
Pass-Through	\$ 2,346,409	\$ 2,228,300	\$ (118,109)	105.3%
Council of Mayors	1,382,788	1,526,019	143,231	90.6%
CMAP Match	6,474	25,000	18,526	25.9%
In-Kind Services	959,337	938,580	(20,757)	102.2%
Applied Overhead	-	2,655,884	2,655,884	0.0%
<b>Total, Non-Operations Expenditures</b>	<u>\$ 4,695,008</u>	<u>\$ 7,373,783</u>	<u>\$ 2,678,775</u>	<u>63.7%</u>

**CHICAGO METROPOLITAN AGENCY FOR PLANNING  
MONTHLY CASH REPORT  
AS OF JUN 30, 2022**



**MONTHLY CASH OVERVIEW**

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

**BMO Harris Checking Account:** Wire transfers of \$2.7 million from the General Investment account funded operating activities for the month of June. Operating activities were comprised of \$968 thousand in personnel related costs, and \$1.4 million in payables.

**BMO Harris General Investment Account:** Wire transfers of \$4.2 million resulting from monthly revenue activity funded \$2.7 million in transfers to the Checking account for the month of May.

**BMO Harris CD:** No activity has occurred in this account during FY2022.

**BMO Harris Peters Fellowship:** Monthly interest was the only activity in this account during FY2022.

**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 is 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.



11649	6/2/2022	ABDULKADER A ABBAS	Speed Radar Install Travel	\$21.41
11650	6/2/2022	AECOM Technical Services Inc	FY22 Mobility Recovery Project	\$13,260.00
11651	6/2/2022	Baker Tilly Virchow Krause & Company LLP	Accounting services	\$29,360.00
11652	6/2/2022	MICHAEL BROWN	Rental Car Gas for Travel	\$75.09
11653	6/2/2022	Cambridge Systematics Inc	Illinois International Port	\$17,762.87
11654	6/2/2022	Center for Neighborhood Technology	Equitable Engagement Program	\$4,022.00
11655	6/2/2022	Creative Financial Staffing LLC	5/23/22 Conversion Fee - Jenna	\$20,660.50
11656	6/2/2022	The Delta Institute	PAO A FY22 Planning Generalist	\$1,200.00
11657	6/2/2022	Design Workshop Inc	PAO A: Sugar Grove Comp	\$3,137.80
11658	6/2/2022	Egret & Ox Planning LLC	FY22 Planning Generalist - AUG	\$1,475.00
11659	6/2/2022	JACOB M GORDON	Speed Radar Install Travel	\$31.01
11660	6/2/2022	Inc. Jacobs Engineering Group	A10 PAO D Berwyn CIP	\$43,571.72
11661	6/2/2022	Diane McCoy	Summary of Benefits Design	\$1,050.00
11662	6/2/2022	Muse Community Design LLC	4/4-4/25/22 Equity Guidebook	\$2,750.00
11663	6/2/2022	JOSE RODRIGUEZ	Clamps and Screwdrivers	\$63.63
11664	6/2/2022	MATTHEW J. ROGUS	5/13/22 AVI Office Travel	\$25.30
11665	6/2/2022	Sam Schwartz Engineering	PAO A Bartlett Streamwood Bicy	\$10,301.15
11666	6/2/2022	JACOB D SEID	4/29-5/3/22 APA conf reg	\$2,732.73
11667	6/2/2022	Superion LLC	Time and Attendance reporting	\$180.00
11668	6/2/2022	US Bank HSA	4/22 Statement Fee	\$11.00
11669	6/2/2022	West Central Municipal Conference	Central COM	\$17,130.27
70019	6/2/2022	Miovision Technologies	Camera Lens and Shroud	\$264.00
11670	6/6/2022	Comcast	5/11-6/10/22 TV Service Fee	\$78.67
11671	6/6/2022	Health Care Cost Management Inc	FY22 FSA admin fees	\$2,338.94
11672	6/6/2022	US Bank HSA	6/3/22 HSA Deduction EE	\$1,894.25
11673	6/9/2022	ABDULKADER A ABBAS	5/31-6/3 Radar Install Travel	\$20.75
11674	6/9/2022	NORA JUNE BECK	NWPA TAC meeting travel	\$38.49
11675	6/9/2022	Village of Bedford Park	4/1-4/29/22 Southwest COM	\$3,887.92
11676	6/9/2022	JULIE BURROS	4/11-6/3/22 Planning Travel	\$63.40
11677	6/9/2022	DUSTIN CALLIARI	Reimburse for Dental Payment	\$477.83
11678	6/9/2022	CDW Government Inc	March Azure Overage - FY22	\$6,943.92
11679	6/9/2022	Creative Financial Staffing LLC	Finance temp help	\$5,026.50
11680	6/9/2022	DefendEdge OC LLC	200 Device Licenses	\$2,000.00
11681	6/9/2022	KAMA DOBBS	McHenry Council Meet Travel	\$55.75
11682	6/9/2022	First Communications LLC	5/22 Telephone	\$363.85
11683	6/9/2022	JACOB M GORDON	5/31-6/6 Radar Install Travel	\$15.44
11684	6/9/2022	HDR Engineering Inc	3/27-4/23/22 PAO A Riverdale	\$23,856.89
11685	6/9/2022	Holland and Knight LLP	Legal Services	\$300.00
11686	6/9/2022	ICF Incorporated LLC	4/1-4/29/22 GHG inventory	\$7,147.97
11687	6/9/2022	Northwest Municipal Conference	NWMC In-Kind	\$16,796.00
11688	6/9/2022	Resource Systems Group Inc	FY22 Activity Based Model	\$45,276.53
11689	6/9/2022	TierPoint LLC	4/1-4/30 Colocation services	\$369.41
11690	6/9/2022	West Central Municipal Conference	Central COM	\$8,073.82
70020	6/9/2022	Deborah L Beaty DDS PC	Uninsured dentist visit	\$230.00
70021	6/9/2022	Midwest Awards Corporation	name badges	\$113.33
11691	6/16/2022	ComEd	5/2-6/1/22 Electricity	\$1,307.54
11692	6/16/2022	Applied Research Association Inc	3/1-4/30/22 TID-CMAP Pilot PMS	\$70,760.77
11693	6/16/2022	LINDSAY A BAYLEY	5/26-5/27 CIP Meeting Travel	\$25.74
11694	6/16/2022	BerryDunn	ERP Assessment project	\$12,462.50
11695	6/16/2022	Chicago Transit Authority	CTA Core Capacity Expansion	\$153,919.03
11696	6/16/2022	Creative Financial Staffing LLC	Finance temp help	\$2,807.50
11697	6/16/2022	PATRICK C DAY	ROI Calumet Park Meet Travel	\$108.11
11698	6/16/2022	Delta Dental - Risk	6/22 Dental	\$7,517.45
11699	6/16/2022	DuPage Mayors & Managers Conference	DuPage MMC	\$13,399.04
11700	6/16/2022	Elrod Friedman LLP	Legal Service fee	\$511.00
11701	6/16/2022	ESRI	Planning Dept. - 9 attendees	\$16,359.00
11702	6/16/2022	Executive Information Systems	Annual SAS software maintain	\$33,104.00
11703	6/16/2022	GovTempsUSA LLC	Interim HR Director	\$5,880.00
11704	6/16/2022	GRM Information Management Services of Ch	6/1-6/30/22 Offsite Storage	\$305.01
11705	6/16/2022	Health Care Cost Management Inc	6/17/22 Flex spending contrib	\$2,111.44
11706	6/16/2022	Holland and Knight LLP	Legal Service Fees	\$562.50
11707	6/16/2022	JAEMI JACKSON	Poster Print	\$110.61
11708	6/16/2022	The Lakota Group	Hickory Hills Comp Plan	\$6,670.20
11709	6/16/2022	LaSalle Network	Admin work 4/25-5/15/22	\$3,672.03
11710	6/16/2022	ANTHONY ROY MANNO	APA National Conference Reg	\$400.00
11711	6/16/2022	McDonald Hopkins LLC	Legal Services	\$4,052.50
11712	6/16/2022	Mutual of Omaha	6/22 Life Insurance - EE	\$4,570.22
11713	6/16/2022	COLE R NEDER	UDO, CIP, RIO Meeting Travel	\$166.14
11714	6/16/2022	Northwest Municipal Conference	Northwest Municipal Conference	\$180.00
11715	6/16/2022	STEPHEN C OSTRANDER	Hegewisch meeting Lawn Signs	\$91.42
11716	6/16/2022	JARED M. PATTON	Saulk Village Meet Travel	\$34.08
11717	6/16/2022	REX Electric and Technologies LLC	Proactive AV Support Services	\$8,946.00

11718	6/16/2022	JOSE RODRIGUEZ	Miovision Camera Supplies	\$157.08
11719	6/16/2022	Teska Associates	RFP226 DuPage Lake St Zoning	\$5,117.17
11720	6/16/2022	Therm Flo Inc	MDF Emergency Service	\$515.00
11721	6/16/2022	US Bank HSA	6/17/22 HSA Deduction EE	\$1,894.25
11722	6/16/2022	BEATRIX EDLYN GUE YAN	Bellwood team Project Travel	\$2.50
70022	6/16/2022	Budget Rent A Car System Inc	M Weber Tolls 3/2/22	\$170.64
70023	6/16/2022	Hertz Corporation	J Jackson Car Rental 5/12-5/13	\$133.86
11725	6/17/2022	UPS	UPS Shipping	\$101.47
11723	6/21/2022	CenturyLink	5/22 Teleconference	\$34.79
11724	6/21/2022	Vision Service Plan (IL)	6/22 Vision - COBRA	\$1,087.24
11726	6/23/2022	Comcast	5/22 Internet	\$1,000.00
11727	6/23/2022	601W Companies Chicago MT LLC	7/22 Rent & Real Estate Taxes	\$160,335.12
11728	6/23/2022	AECOM Technical Services Inc	Project Management Oversight	\$2,450.00
11729	6/23/2022	CDW Government Inc	April Azure Overage - FY22	\$6,994.46
11730	6/23/2022	Central Square Technologies	OneSolution annual maintain	\$55,226.96
11731	6/23/2022	Civiltech Engineering Inc	South Suburban Cook County	\$2,258.50
11732	6/23/2022	Coffee Unlimited	Coffee and cafe supplies	\$211.63
11733	6/23/2022	Cogent Communications Inc	6/22 Internet	\$2,172.00
11734	6/23/2022	Creative Financial Staffing LLC	HR temp help	\$27,769.00
11735	6/23/2022	DuPage Mayors & Managers Conference	DuPage MMC	\$15,761.61
11736	6/23/2022	Executive Information Systems	Annual SAS software maintain	\$33,104.00
11737	6/23/2022	First Communications LLC	6/22 Telephone	\$363.85
11738	6/23/2022	Gewalt Hamilton Associates Inc	A2 PAO A Central Coun of Mayor	\$7,310.00
11739	6/23/2022	JACOB M GORDON	Berwyn Radar Study Travel	\$55.38
11740	6/23/2022	Henricksen and Company INC	Collaboration Lounge Credenzas	\$7,413.93
11741	6/23/2022	Inc. Jacobs Engineering Group	Highway-Rail Grade Crossing	\$21,738.94
11742	6/23/2022	TIP Strategies Inc	Post COVID-19 Regional Assess	\$20,800.00
11743	6/23/2022	US Bank HSA	6/22 Statement fee	\$11.00
70024	6/23/2022	RA Malatest and Associates	Commercial Services Vehicle	\$54,929.17
11744	6/27/2022	Pitney Bowes Inc	4/1-6/30 Mail Equipment Lease	\$1,951.20
11745	6/29/2022	The Hartford	6/25/22-6/25/23 Fidelity	\$765.00
11746	6/29/2022	BMO Harris Bank Master Card	Linkedin Job Post	\$3,840.75
11747	6/30/2022	ABDULKADER A ABBAS	Speed Radar Install Travel	\$100.77
11748	6/30/2022	ERIN L ALEMAN	Chair Pierog/Transit Travel	\$181.08
11749	6/30/2022	MICHAEL BROWN	Country Club Tour Travel	\$53.72
11750	6/30/2022	Center for Neighborhood Technology	5/1-5/31 Equitable Engage Prog	\$8,772.00
11751	6/30/2022	Creative Financial Staffing LLC	HR temp help	\$3,472.50
11752	6/30/2022	Dell Marketing LP	KVMs from Dell	\$27,363.07
11753	6/30/2022	The Delta Institute	PAO A FY22 Planning Generalist	\$600.00
11754	6/30/2022	Design Workshop Inc	PAO B Country Club Hills Comp	\$3,705.00
11755	6/30/2022	DuPage Mayors & Managers Conference	DuPage MMC	\$17,541.73
11756	6/30/2022	EcolInteractive Inc	Integrated TIP database Year 2	\$14,321.92
11757	6/30/2022	Egret & Ox Planning LLC	FY22 Planning Generalist - AUG	\$5,550.00
11758	6/30/2022	The Goodman Center	18 plan staff Storytelling	\$9,600.00
11759	6/30/2022	JACOB M GORDON	Radar Setup/Takedown Travel	\$58.18
11760	6/30/2022	GovTempsUSA LLC	6/5-6/12 Interim HR Director	\$10,661.44
11761	6/30/2022	HDR Engineering Inc	4/24-5/21/22 PAO A Riverdale	\$24,808.55
11762	6/30/2022	Health Care Cost Management Inc	7/1/22 FSA PR WH	\$3,011.44
11763	6/30/2022	HR Source	Employee Engagement Services	\$350.00
11764	6/30/2022	Iron Mountain	FY22 Shredding Services	\$47.70
11765	6/30/2022	Inc. Jacobs Engineering Group	A12 PAO F Thornton CIP	\$34,249.98
11766	6/30/2022	Kane County Division of Transportation	Kane-Kendall COM	\$12,015.16
11767	6/30/2022	Lenovo Inc	Lenovo Wireless Keyboard/Mouse	\$90,765.00
11768	6/30/2022	ANTHONY ROY MANNO	Illinois Economic Development	\$870.00
11769	6/30/2022	Northwestern University	NUPIP fellow placement fee	\$1,500.00
11770	6/30/2022	PDQ Corporation	PDQ Inventory and Deploy	\$1,050.00
11771	6/30/2022	STEPHANE PHIFER	APA National Conference 2022	\$400.00
11772	6/30/2022	Sam Schwartz Engineering	PAO A Bartlett Streamwood	\$20,706.67
11773	6/30/2022	SLG Innovation Inc	7/21-6/22 IT consulting	\$64,076.10
11774	6/30/2022	LANCE TIEDEMANN	5/13/22 AVI Demo Travel	\$23.17
11775	6/30/2022	TierPoint LLC	7/1-7/31/22 Colocation service	\$6,447.06
11776	6/30/2022	US Bank HSA	7/1/22 HSA Deduction EE	\$1,765.40
70025	6/30/2022	AVI Systems Inc	Logitech RoomMate PURPOSE BLD	\$2,492.00
70026	6/30/2022	Maximus Consulting Services Inc	Indirect Rate Calculation FY23	\$12,500.00
70027	6/30/2022	RA Malatest and Associates	Commercial Services Vehicle	\$12,533.52
CR	6/1/2022	IMRF	Cash receipt for Retirees Insurance	(\$2,917.66)
DD	6/3/2022	State Disbursement Unit	PY Withholding	\$391.76
DD	6/3/2022	BMO Harris Bank	Payroll	\$230,259.36
WT	6/3/2022	IL Department of Revenue	State Income Taxes	\$15,445.68
WT	6/8/2022	Internal Revenue Service	Federal Income Taxes	\$96,830.99
WT	6/8/2022	Michigan Department of Revenue	State Income Taxes	\$322.90
CR	6/8/2022	Department of Workforce Development	Wisconsin unemployment Income	\$650.34

DD	6/16/2022	RTA	Transit Benefit Card Payment	\$134.25
DD	6/17/2022	State Disbursement Unit	PY Withholding	\$391.76
DD	6/17/2022	BMO Harris Bank	Payroll	\$227,537.25
CR	6/21/2022	Empower Financial Group	Refund	(\$6,082.64)
TR	6/21/2022	BMO Harris Bank	ACH Return	(\$33,104.00)
WT	6/22/2022	IL Department of Revenue	State Income Taxes	\$15,008.54



**MEMORANDUM**

**TO:** Executive Committee  
**FROM:** Finance and Administration  
**Date:** September 14, 2022  
**Re:** Grants and Procurements

A monthly update of activity relating to grants, contracts and procurements will be made to the Executive Committee for its review and approval.

The following list identifies grants received and pending grant proposals.

<b>GRANTS AND AGREEMENTS</b>			
<b><u>Grantor</u></b>	<b><u>Amount</u></b>	<b><u>Dates</u></b>	<b><u>Purpose</u></b>
<b><u>Grants Received:</u></b>			
National Oceanic and Atmospheric Administration	\$175,000	9/1/2022 – 8/31/2023	Incorporating Equity in Flood Resilience Investments for Northeastern Illinois
<b><u>Grants Pending:</u></b>			
Cook County Bureau of Economic Development	\$120,000	TBD	State and Local Fiscal Recovery Funds (SLFRF)
Illinois Department of Natural Resources	\$250,000	7/1/2022 – 6/30/2024	Regional Water Supply Planning
Illinois Department of Transportation – Statewide Planning and Research	\$347,504.01	7/1/2023 – 6/30/2025	Truck Routing Studies and Implementation
<b><u>Agreements Executed:</u></b>			
DuPage Housing Authority	\$10,000	2/17/2022 - 12/31/2022 (renewal options)	Regional Housing Initiative
<b><u>Agreements Pending:</u></b>			
Cook County	\$1,500,000	9/1/2022- 8/31/2025	Property Tax Assessment and Tax Policy Working Group

The CMAP bylaws provide authority to the executive director to enter into contractual commitments where compensation does not exceed \$50,000. For those commitments \$50,000 and greater, the Executive Committee has retained authority for approval. For all projects not included in the approved UWP where the total of the compensation for an individual provider exceeds \$50,000 within the fiscal year, Board approval is required.

<b>CONTRACTS</b>				
<b>Provider</b>	<b>Amount</b>	<b>Fund Source</b>	<b>Type of Procurement</b>	<b>Purpose</b>
<b><u>\$50,000 and over, Approval Requested of Committee (September 14, 2022):</u></b>				
Oates Associates, Inc.	\$212,006	SPR	RFP	\$54,810 cost increase; ADA Training
University of IL at Chicago	\$800,000	Cook County	IGA	Property Tax Assessment and Tax Policy Working Group
<b><u>Under \$50,000, Approved by Executive Director since (June 8, 2022):</u></b>				

The following list identifies pending procurements.

<b>PROCUREMENTS</b>				
<b>Provider</b>	<b>Estimated Amount</b>	<b>Fund Source</b>	<b>Type of Procurement</b>	<b>Purpose</b>
TBD	\$250,000	UWP	RFP	Economic Development Consultant
TBD	\$120,000	UWP	RFP	Complete Streets Economic Impact Analysis
TBD	\$460,000	UWP	RFP	Business Process Improvement Services – PMO
TBD	\$250,000	SPR	RFP	Highway Safety Project
TBD	\$100,000	SPR/UWP	RFP	ADA Self-Assessment Transition Plans Data Gathering
TBD	\$350,000	UWP	RFP	Regional Transportation Risk Register
TBD	\$300,000	UWP	RFP	Transportation Project Analysis Tool
TBD	\$350,000	UWP	RFP	Regional Transportation Vulnerability Assessment
TBD	\$1,500,000	UWP	RFP	Public Transportation Financial Plan

Note: UWP operating funds can only be used in the fiscal year budgeted. UWP competitive contract funds are available for a five-year period.

ACTION REQUESTED: Informational

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