



## COORDINATING COMMITTEE

### AGENDA - FINAL

Wednesday, March 9, 2022

8:00 AM

Please join from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/842304085>

#### 1.0 Call To Order

#### 2.0 Agenda Changes and Announcements

##### 2.01 Executive Director's Announcements

[22-137](#)

ACTION REQUESTED: Information

#### 3.0 Approval of Minutes

##### 3.01 Draft Meeting Minutes - November 10, 2021

[22-074](#)

ACTION REQUESTED: Approval

**Attachments:** [Coordinating Draft Minutes 2021-11-10](#)

#### 4.0 New Business

##### 4.01 2022 Committee Work Plan and By-laws

[22-075](#)

PURPOSE & ACTION: As CMAP undertakes a strategic planning effort and subsequent committee alignment, the Coordinating Committee can play a unique role in this process. Staff will outline the committee's proposed work plan, which aligns with CMAP's core values, the agency's strategic direction, and the focus areas of transportation, climate, and regional economy.

ACTION REQUESTED: Approval

**Attachments:** [Coordinating Committee By-Laws and Schedule Memo](#)

##### 4.02 CMAP Regional Infrastructure Accelerator

[22-061](#)

PURPOSE & ACTION: In September 2021, the Chicago Metropolitan Agency for Planning (CMAP) was awarded a 2-year, \$1 million, grant from the Build America Bureau's Regional Infrastructure Accelerator (RIA) grant program. The objective of CMAP's RIA is to: accelerate the development of projects in Northeastern Illinois, build the capacity and culture to support P3 development and delivery, and improve project due diligence. Staff will provide an overview of the Regional Infrastructure Accelerator initiative.

ACTION REQUESTED: Discussion

**Attachments:**    [Regional Infrastructure Accelerator Presentation](#)

**5.0    Other Business**

**6.0    Public Comment**

This is an opportunity for comments from members of the audience.

**7.0    Next Meeting**

The next meeting will be May 11, 2022

**8.0    Adjournment**



**Chicago Metropolitan Agency for Planning (CMAP)  
Coordinating Committee  
DRAFT Minutes  
Wednesday, November, 10, 2021**

**Please join from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/842304085>

**You can also dial in using your phone.**

United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Access Code:** 842-304-085

**Members Present:** Chairman Rick Reinbold, Chris Snyder, Frank Beal, Jack Darin, Jason Keller, Nancy Firfer, Diane Williams, Stephane Phiher (Staff Liaison), Katie Piotrowska (Staff Liaison)

**Staff Present:** Erin Aleman, Amy McEwan, Austen Edwards, Brian Daly, Elizabeth Ginsberg, Jason Navota, Jonathan Burch, Lily Neppel, Laura Wilkison, Simone Weil, Tim McMahon.

**Others Present:** Heidi Lichtenberger (Kane County), Troy Simpson (Kane County)

**1.0 Call to Order**

The meeting was called to order at 8:00 a.m. by Chair Richard Reinbold.

**2.0 Agenda Changes and Announcements**

There were no agenda changes. Stephane Phiher gave an overview of meeting procedures.

**3.0 Approval of Minutes – April 14, 2021**

A motion to approve the minutes was entertained by Diane Williams and seconded by Frank Beal. The minutes of the previous meeting were approved as presented.

**4.0 CMAP Board Meeting Updates**

CMAP's Executive Director, Erin Aleman, provided an overview of

**5.0 Technical Assistance Call for Projects Overview**

Associate Planner, Lily Neppel provided an overview of the Technical Assistance Call for Projects. A pilot approach was implemented this year with a goal of clearly aligning the program offerings with ON TO 2050 priorities, increasing the impact of assistance, and focusing resources on those communities with the most need. CMAP received 70 applications from 50 communities, and 51% of the applications were from low-capacity communities. Staff will be reaching out to external partners to get input on the

applications, with project being awarded in the early part of next year. The committee looks forward to hearing more about the potential projects.

**6.0 Economic Recovery Task Force**

Senior Policy Analyst, Austen Edwards provided an overview of the Economic Recovery Task Force, which is focused on post COVID-19 economic recovery. The presentation included an overview of activities to date, including four main initiatives focusing on regional promotion, regional collaboration, inclusive growth, and statewide 2-1-1 services. The committee discussed challenges with competitiveness within the region and the importance of focusing on enhancing and leveraging work that is already underway.

**7.0 Committee Updates and Discussion**

A written summary of the working committees and the Council of Mayors Executive Committee had been distributed via email.

**8.0 Other Business**

There was no other business.

**9.0 Public Comment**

There was no public comment.

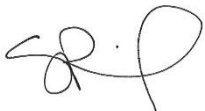
**10.0 Next Meeting**

The Coordinating Committee will meet next in 2022.

**11.0 Adjournment**

The meeting was adjourned at 8:50 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Phifer', with a stylized flourish at the end.

Stephane A. Phifer, Deputy Executive  
Director of Planning



# Chicago Metropolitan Agency for Planning

## MEMORANDUM

Agenda Item No. \_\_\_\_\_

433 West Van Buren Street  
Suite 450  
Chicago, IL 60607

312-454-0400  
cmap.illinois.gov

**To:** Coordinating Committee

**From:** CMAP Staff

**Date:** February 24, 2022

**Re:** By-laws and meeting schedule

**Attachments:** Coordinating Committee By-laws

**Action:** Approval

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As CMAP undertakes a strategic planning effort and subsequent committee alignment, the Coordinating Committee can play a unique role in this process. Traditionally, the Coordinating Committee has supported and informed the staff's local implementation and regional policy challenges and will continue to do so. However, in response to the agency's strategic direction, the proposed by-laws and work plan more clearly establish the purpose and duties of the Committee. The Committee shall contribute to the agency's mission and support the implementation of the agency's strategic direction and the long-range transportation plan by, including but not limited to:

- Broadening regional awareness of and support for the agency's initiatives
- Assisting the agency's leadership in the decision-making process by providing needed information
- Creating a space for cross-collaboration between the transportation, climate, and regional economy committees and the Board representatives
- Evaluating the alignment of the agency's work with CMAP's core values of serve with passion, pursue equity, foster collaboration, lead with excellence, and drive innovation
- Monitoring the agency's progress in advancing key performance measures identified by the transportation, climate, and regional economy committees

### Members

The Executive Director Erin Aleman has appointed the following members to the Coordinating Committee:

#### Four (4) members of the CMAP board

- Committee Chair, Richard Reinbold, president, Village of Richton Park (South Cook)
- Matthew Brolley, president, Village of Montgomery (Kane/Kendall)
- Stefan Schaffer, city strategist, American Cities Climate Challenge, Natural Resources Defense Council (City of Chicago)
- Diane Williams, former trustee, Village of Flossmoor, (Suburban Cook)

### Three (3) designated chairs of the transportation, climate, and regional economy committees

- Jessica Hector-Hsu, Chair Transportation Committee (RTA)
- Aaron Durnbaugh, Chair Climate Committee (Loyola University Chicago)
- Bob Tucker, Chair Regional Economy Committee (Chicago Community Loan Fund)

### **Proposed Committee Meeting Structure**

The quarterly meeting structure facilitates the Committee's work, by focusing on one of CMAP's core values, and either the Strategic direction or one of the focus areas: transportation, climate, and regional economy. The latter provides opportunities for working level committee liaisons to provide updates to the larger group to encourage cross-collaboration.

### **Meeting Schedule**

The Committee shall meet every quarter on a Wednesday at 8:00 a.m., prior to a CMAP Board meeting. The meeting schedule for the 2022 Calendar year shall be as follows: March 9, 2022; May 11, 2022; September 14, 2022; and November 9, 2022.

### **Quarterly Themes**

#### **Q1 (February – rescheduled to March 2022)**

*Theme: Strategic Direction, driving innovation, and serving with passion*

- **Fostering innovation presentation:** Agenda item focused on opportunities for the agency to foster innovation.
- **Strategic direction presentation:** Coordinating Committee annual schedule and work plan

#### **Q2 (May)**

*Theme: Regional economy and fostering collaboration*

- **Fostering collaboration presentation:** Agenda item focused on opportunities for the agency to foster collaboration.
- **Committee liaisons report out:** Regional Economy Committee strategic direction alignment

#### **Q3 (September)**

*Theme: Transportation and leading with excellence*

- **Lead with excellence presentation:** Agenda item focused on opportunities for the agency to lead with excellence.
- **Committee liaisons report out:** Transportation Committee strategic direction alignment

#### **Q4 (November)**

*Theme: Climate and pursue equity*

- **Pursue equity presentation:** Agenda item focused on opportunities for the agency to pursue equity.
- **Committee liaisons report out:** Climate Committee strategic direction alignment

**COORDINATING COMMITTEE**  
**Chicago Metropolitan Agency for Planning**  
**BY-LAWS**

<b>Members</b>	8 members, appointed by the executive director
<b>Term</b>	3 years, with option for a second 3-year term
<b>Meetings</b>	Quarterly, and as needed
<b>Officers</b>	Chair and vice-chair who may serve for up to two 1-year terms
<b>Location</b>	CMAP offices, 433 West Van Buren, Suite 450, Chicago
<b>Reports to</b>	CMAP Board

**Section 1: Committee purpose and duties**

The Coordinating Committee (the “Committee”) was created by the board of the Chicago Metropolitan Agency for Planning (CMAP) to guide and support the agency’s initiatives related to both local implementation and regional policy challenges in the implementation of the comprehensive regional plan, the ON TO 2050 plan.

The Committee shall:

- A. Serve as a standing committee of the CMAP Board and annually report its activities to said Board. Said report will typically be presented in the second quarter of the calendar year.
- B. Contribute to the agency’s mission by broadening regional awareness of and support for the agency’s initiatives and assisting the leadership in the decision-making process by providing needed information.
- C. Support implementation of the agency’s strategic direction and the long-range transportation plan by, including but not limited to:
  - 1. Creating a space for cross-collaboration between the transportation, climate, and regional economy committees, and the Board representatives.
  - 2. Evaluating the alignment of the agency’s work with CMAP’s core values of serving with passion, pursuing equity, fostering collaboration, leading with excellence, and driving innovation.
  - 3. Monitoring the agency’s progress in advancing key performance measures identified by the transportation, climate, and regional economy committees.
  - 4. Serving as a resource to other committees, staff, and resource groups by holding plan, program, and policy discussions about specific subjects referred to or initiated by the Committee, the Board, and/or staff.
- D. To meet and confer with persons and groups wishing to bring matters to the attention of the Committee

**Section 2: Committee membership**

- A. **Appointment:** In accordance with the By-Laws of the Chicago Metropolitan Agency for Planning, the executive director is delegated authority to appoint individuals to the Coordinating Committee.
- B. **Members:** The Committee shall consist of eight (8) members who serve without compensation. Members shall consist of four (4) members of the CMAP board and the designated chairs of the three (3) standing committees: the transportation, climate, and regional economy committees. Committee members must be residents of the CMAP region.

- C. **Terms:** Each member will be appointed for one 3-year term with the option for a second 3-year term, by mutual agreement. No member may serve for more than two consecutive terms. After expiration of a Committee member's term, they shall serve until their successor is appointed.
- D. **Attendance:** Committee members are expected to attend each meeting. If a committee member fails to attend three consecutive regular meetings without reasonable cause, or otherwise neglects the duties as a committee member, the executive director may declare the seat vacant and appoint a new member.
- E. **Chair and vice chair:** Each year, the executive director designate chair and vice-chair from the Committee's members at its first meeting of each calendar year. The chair or vice chair may not serve for more than two consecutive 1-year terms. The Committee chair shall preside over the meetings; the vice chair will preside in the chair's absence. The chair and vice chair are voting members of the Committee.

### **Section 3: Committee meetings**

- A. The Committee shall meet at least quarterly and approve its meeting schedule at its first meeting of each calendar year.
- B. Special meetings may be called by the executive director as needed.
- C. Meetings shall be open and accessible to the public in accordance with the Illinois Open Meetings Act, 5 ILCS 120/7 *et seq.*
- D. In accordance with the Open Meetings Act and its amendments, members may attend the Committee's public meetings by video or audio conference if the individual member is prevented from physically attending because of:
  - 1. Personal illness or disability;
  - 2. Employment purposes or the business of the Committee; or
  - 3. A family or other emergency.
- E. A Committee member shall notify the Committee staff liaison or chair in advance and in writing (email preferred) of their request to attend by video or audio conference, unless advance notice is impractical.
- F. A majority of the members of the Committee constitutes a quorum for the transaction of business.
- G. At any meeting at which a quorum is present, an affirmative vote of a majority of members shall carry an issue.
- H. Unless inconsistent with these By-laws or otherwise decided by the CMAP Board, meetings shall be conducted in accordance with Robert's Rules of Order.

### **Section 4: Miscellaneous**

- A. The business of the Committee is conducted in accordance with the Illinois Regional Planning Act and the Illinois Open Meetings Act.
- B. The Committee will be supported by CMAP staff members for administrative functions.
- C. The Committee may adopt rules necessary to exercise its purpose and duties.
- D. In the event of a conflict between these By-Laws and the By-Laws of the Chicago Metropolitan Agency for Planning, the latter will prevail.



# CMAP Regional Infrastructure Accelerator

Coordinating Committee  
March 9, 2022



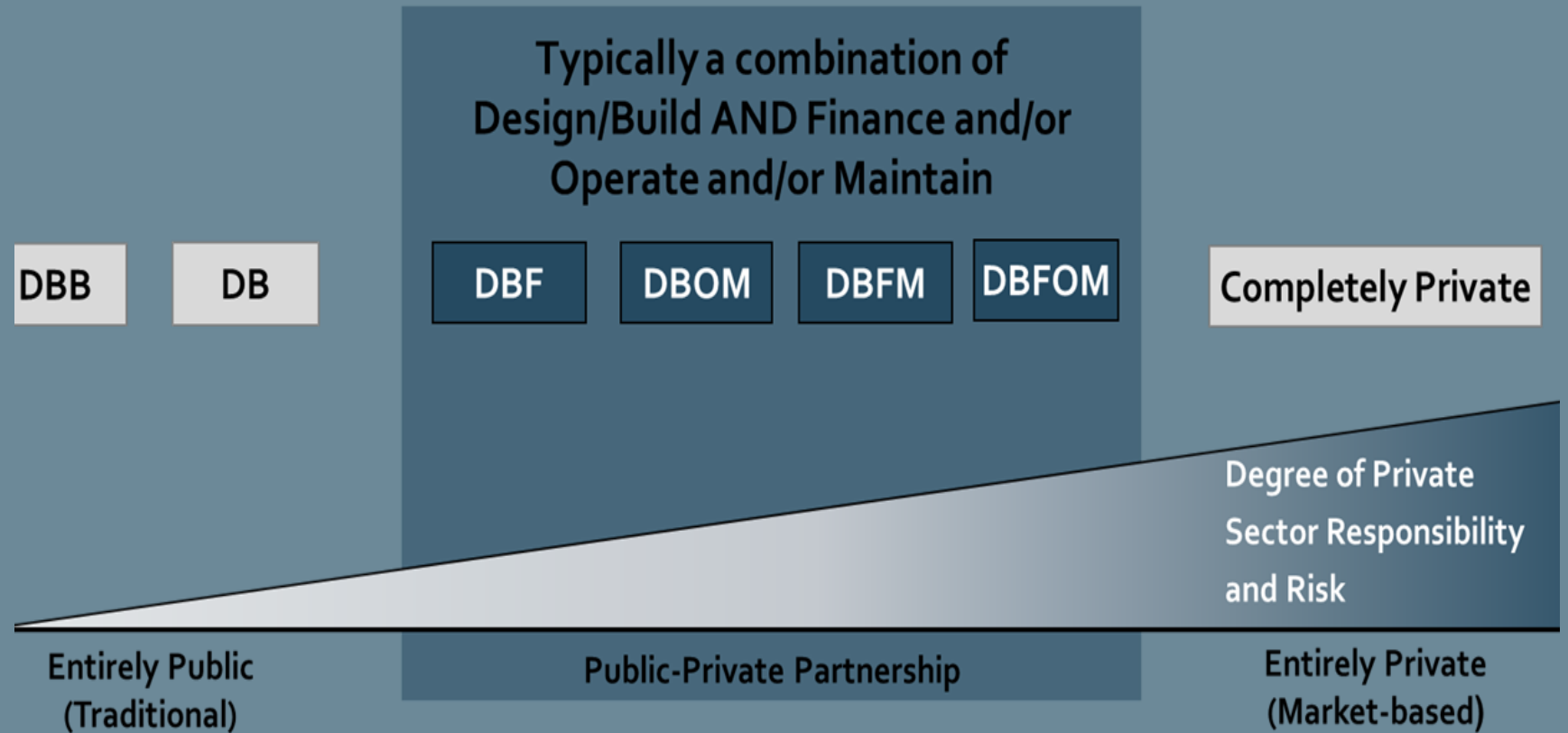
# About the Build America Bureau

- Provides technical assistance for innovative project delivery and financing / Public-Private Partnerships (P3s)
- Provides credit programs (TIFIA, PAB, RRIF)
- Policy goals include diversifying the pipeline of projects by geography

# About Regional Infrastructure Accelerator Program

- Expedite the development and delivery of projects in regions with less capacity or experience in P3 delivery
- Provide project-specific technical assistance
- A resource for projects that could be eligible for credit assistance through USDOT

# Public-Private Partnership (P3) Models



# History of the CMAP RIA

- December 2020 - Bureau issued NOFO
- March 2021 - CMAP submitted grant application
- September 2021 – CMAP receives notice of award for \$1M RIA
- February 2022 – CMAP enters into funding agreement with FHWA
- February 2022 – CMAP issues RFP 265 for P3 Program Management consulting services
- May 2022 – Initiate activities

# Objectives of the CMAAP RIA

- Accelerate the development of bridge rehabilitation, EV and ADA projects
- Build capacity and culture for P3s
- Improve project due diligence

# Activities of the CMAP RIA

**2-year delivery cycle**

## Phase 1

- Convene our Regional Partners
- Develop an initial project pipeline
- Establish a CMAP P3 Regional Knowledge Center

## Phase 2

- Business Case Development
- Procurement and Implementation Plans

**Bring a CMAP RIA project to market**

**Thank you**

**Questions & Answers**

