



EXECUTIVE COMMITTEE

AGENDA - FINAL

Wednesday, November 9, 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 until Tuesday, November 8 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

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

<https://us06web.zoom.us/j/82211738550?pwd=Ri9YbTZTNiB3Ulh5OFR3MzhmOGxXUT09>

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 September 14, 2022

[22-521](#)

ACTION REQUESTED: Approval

Attachments: [Exec Committee 9.14.22 - Minutes](#)

4.0 Financial Statements

4.01 July monthly revenue and expenditure report for Fiscal Year (FY) 2023

[22-526](#)

ACTION REQUESTED: Approval

Attachments: [July 2022 Financials Executive Committee Report 07.31.2022-updated numbers](#)

4.02 August monthly revenue and expenditure report for Fiscal Year (FY) 2023

[22-528](#)

ACTION REQUESTED: Approval

Attachments: [Aug 2022 Financials Executive Committee Report 08.31.2022](#)

5.0 Other Approval Items

5.01 2023 Executive Committee Schedule

[22-524](#)

ACTION REQUESTED: Approval

Attachments: [2023 Executive Committee Schedule](#)

6.0 Grants, contracts and procurements

6.01 November 9, 2022 Executive Committee report

[22-525](#)

ACTION REQUESTED: Information

Attachments: [ExecCmteMemo GrantsEtc 11 9 22](#)

7.0 Information Items

7.01 Executive Director expenses for the month of October 2022

[22-527](#)

PURPOSE & ACTION: A report of the Executive Director's out-of-region travel expenses for the month of October.

ACTION REQUESTED: Information

Attachments: [Executive Director Travel Summary for month of October 2022](#)

8.0 Other Business

9.0 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.

10.0 Next Meeting

There will not be a meeting in December. The next meeting is scheduled for January 11, 2023.

11.0 Adjournment



EXECUTIVE COMMITTEE

MEETING MINUTES - FINAL

Wednesday, September 14, 2022

11:00 AM

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

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<https://us06web.zoom.us/j/82211738550?pwd=Ri9YbTZTNiB3Ulh5OFR3MzhmOGxXUT09>

Meeting ID: 822 1173 8550

Passcode: 302503

One tap mobile

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

1.0 Call to Order and Introductions

(Members Carolyn Schofield and Diane Williams attended the meeting virtually, as permitted by the Governor's disaster declaration.)

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

Absent: Paul Goodrich

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes

3.01 Minutes from June 8, 2022

[22-327](#)

Attachments: [Executive Committee 6.8.22 Minutes](#)

A motion was made by Member John Noak, seconded by Member Diane Williams, that the June 8, 2022 meeting minutes be approved. The motion carried by the following vote:

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

Absent: Paul Goodrich

4.0 Financial Statements

Approval of the Group Vote

A motion was made by Member John Noak, seconded by Member Anne Sheahan, to approve these agenda items under one vote. The motion carried by the following vote:

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

Absent: Paul Goodrich

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

[22-435](#)

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

The agenda item was approved.

4.02 June monthly revenue and expenditure report for Fiscal Year (FY) 2022

[22-436](#)

Attachments: [June 2022 Financials Executive Committee Report 06.30.2022](#)

The agenda item was approved.

5.0 Grants, contracts and procurements

5.01 September 14, 2022 Executive Committee report

[22-433](#)

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

The agenda item was received and filed.

6.0 Other Business

There was no other business before the Board.

7.0 Public Comment

There were no comments from the public.

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

The meeting was adjourned at 11:08 a.m.

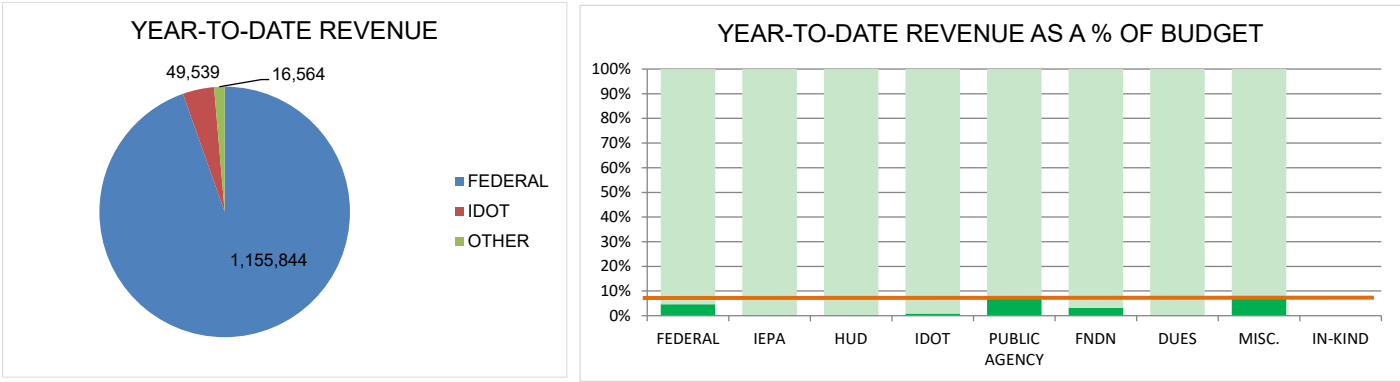
A motion was made by Member John Noak, seconded by Member Anne Sheahan to adjourn the meeting. The motion carried by the following vote:

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

Absent: Paul Goodrich

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

REVENUE



REVENUE OVERVIEW

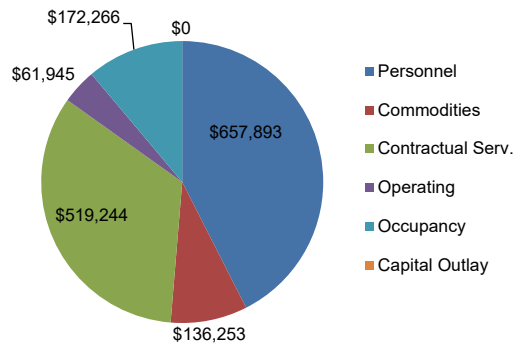
CMAP's funding for FY2023 is comprised of (78%) Federal, (18%) State, (3%) Other Public, Foundation, Non-Public Funding and Miscellaneous, and (2%) Local Dues. Using the straight-line method, CMAP's collected revenue in relation to budgeted revenue for the month of July should be approximately 9%. As of July 2022, CMAP has collected 3.8% 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 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 it's 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. Since its inception in 2016, the agency has collected each year 99% of all local dues. Through July 2022, CMAP collected 93.9% of FY2022 dues.

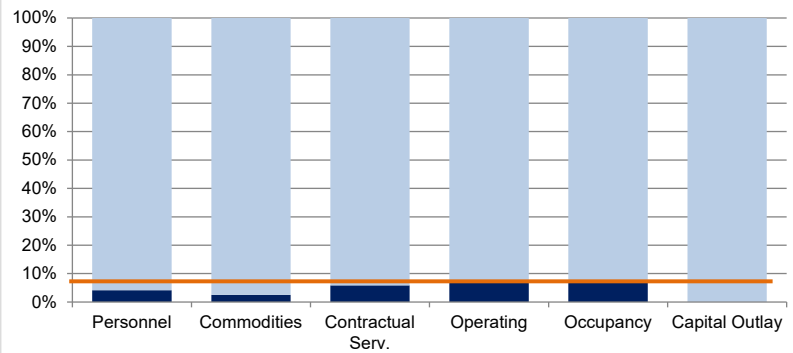
Notes:
As of 07/31/2022, 9% of the fiscal year is complete. See orange trend line on YTD Revenue as a % of year complete.

EXPENDITURES

YEAR-TO-DATE EXPENDITURES

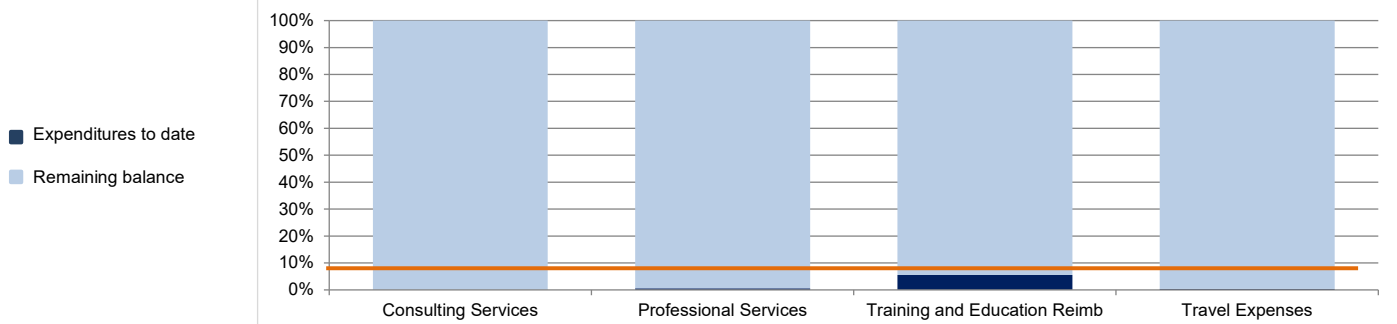


YEAR-TO-DATE EXPENDITURES AS A % OF BUDGET



EXPENDITURE HIGHLIGHTS

YEAR-TO-DATE EXPENDITURES AS A % OF BUDGET DETAIL



EXPENDITURE OVERVIEW

Using the straight-line method, CMAP's expenses for the month of May should trend towards 9% of budget. As of July 2022, the agency has expended 4.3% of its budget. The three highest categories of expenditures for the fiscal year-to-date are personnel at 4.4%, contractual services at 5.9%, and occupancy at 7.7%. 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 0.0% 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 07/31/2022, 9% 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
07/31/2022**

	Received/ Expended To Date	FY 2023 Budget	Remaining Balance	% of Budget
OPERATIONAL				
REVENUES				
By Program				
Federal	\$ 1,231,496	\$ 20,936,191	\$ 19,704,694	5.9%
Statewide Research & Local Planning	(75,653)	3,913,138	3,988,791	-1.9%
IDOT	49,539	5,634,808	5,585,269	0.9%
IEPA	-	161,395	161,395	0.0%
HUD	-	6,754	6,754	100.0%
Other Public Agencies	7,688	107,671	99,983	7.1%
Foundations and Non-Public Agencies	6,317	200,000	193,683	3.2%
Contributions	-	887,486	887,486	0.0%
Miscellaneous	2,559	32,600	30,041	7.9%
Total Revenues	\$ 1,221,946	\$ 31,880,043	\$ 30,658,097	3.8%

EXPENDITURES				
By Category				
Personnel	\$ 657,893	\$ 15,887,722	\$ 15,229,829	4.1%
Commodities	136,253	5,439,796	5,303,543	2.5%
Contractual Services	519,244	8,815,084	8,295,840	5.9%
Operating Expenses	61,945	868,040	806,095	7.1%
Occupancy Expenses	172,266	2,235,444	2,063,178	7.7%
Capital Outlay	-	286,000	286,000	0.0%
Total Expenditures	\$ 1,547,601	\$ 33,532,085	\$ 31,984,485	4.6%

NON-OPERATIONAL

REVENUE				
Pass-Through	\$ -	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	-	1,916,368	1,916,368	0.0%
CMAP Match	-	-	-	0.0%
In-Kind Services	-	-	-	0.0%
Total, Non-Operations Revenues	\$ -	\$ 5,115,868	\$ 5,115,868	0.0%

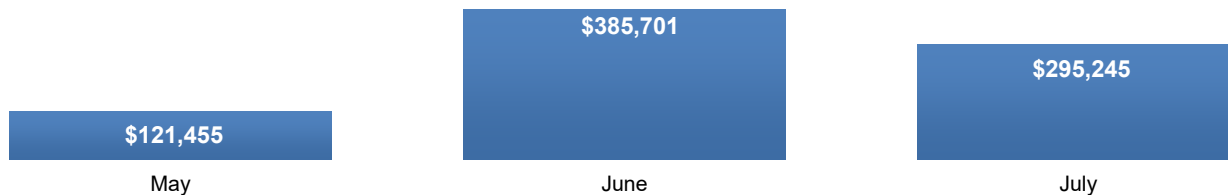
EXPENDITURES				
Pass-Through	\$ -	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	-	1,916,368	1,916,368	0.0%
CMAP Match	-	5,037	5,037	0.0%
In-Kind Services	-	-	-	0.0%
Applied Overhead	-	2,827,325	2,827,325	0.0%
Total, Non-Operations Expenditures	\$ -	\$ 7,948,230	\$ 7,948,230	0.0%

CHICAGO METROPOLITAN AGENCY FOR PLANNING

MONTHLY CASH REPORT

AS OF JULY 31, 2022

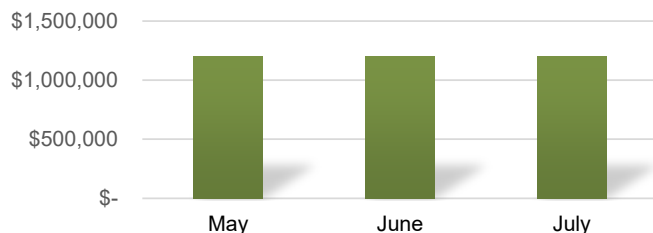
BMO HARRIS CHECKING



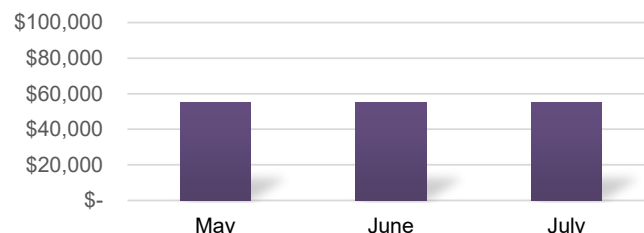
BMO HARRIS GENERAL INVESTMENT



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 \$2.9 million from the General Investment account funded operating activities for the month of July. Operating activities were comprised of \$779 thousand in personnel related costs, and \$2.2 million in payables.

BMO Harris General Investment Account: Wire transfers of \$1.8 million resulting from monthly revenue activity partially funded \$2.9 million in transfers to the Checking account for the month of July.

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

BMO Harris Peters Fellowship: Monthly interest 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-o process. This reserve commitment includes the \$1.2 million CD the agency holds as a security deposit with the OPO landlord.

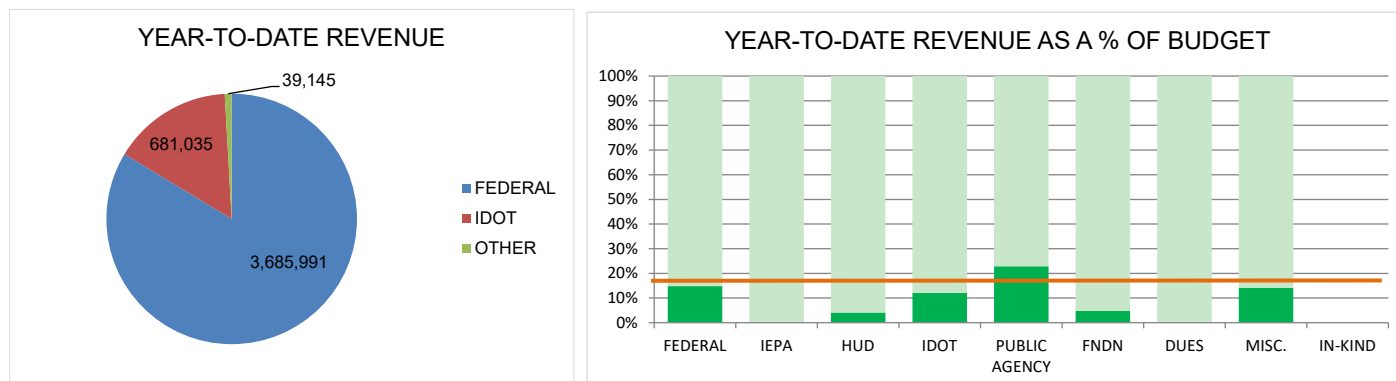
11777	7/5/2022	Comcast	6/11-7/10/22 TV Service Fee	\$78.67
11778	7/5/2022	Vision Service Plan (IL)	7/22 Vision - COBRA	\$1,161.71
11779	7/7/2022	ABDULKADER A ABBAS	Camera Install Travel	\$81.55
11780	7/7/2022	Aflac	5/22 Aflac PR WH	\$315.72
11781	7/7/2022	Blue Cross Blue Shield of Illinois	7/22 Retirees Health	\$112,259.36
11782	7/7/2022	MICHAEL BROWN	Washington Park Meeting Travel	\$34.63
11783	7/7/2022	JULIE BURROS	DPD Meeting Expenses	\$177.00
11784	7/7/2022	CINDY CAMBRAY	LSBL Palenque Fest Travel	\$73.39
11785	7/7/2022	Civiltech Engineering Inc	South Suburban Cook County Loc	\$7,915.00
11786	7/7/2022	Delta Dental - Risk	7/22 Dental COBRA	\$7,265.69
11787	7/7/2022	Design Workshop Inc	PAO A: Sugar Grove Comp	\$15,425.00
11788	7/7/2022	ESRI	5/26/22-5/25/23 Plan	\$16,359.00
11789	7/7/2022	Inc. Jacobs Engineering Group	A11 PAO E Burlington CIP	\$47,826.50
11790	7/7/2022	LaSalle Network	Admin work 6/6-6/10 Increased	\$1,224.01
11791	7/7/2022	Lenovo Inc	Lenovo T15 laptop	\$1,585.00
11792	7/7/2022	McHenry County Division of Transportation	McHenry COM	\$5,717.52
11793	7/7/2022	Pace Suburban Bus Service	FY22 Pace Operations	\$6,737.87
11794	7/7/2022	STEPHANE PHIFER	NARC Conference Registration	\$2,005.12
11795	7/7/2022	Resource Systems Group Inc	FY22 Activity Based Model	\$19,920.77
11796	7/7/2022	JOSE RODRIGUEZ	6/16-6/28 Clamps,Screwdriver	\$132.20
70028	7/7/2022	State Employee Retirement System of Illinois	5/22 Employees EE WH	\$29,373.19
70029	7/7/2022	Will County Division of Transportation	Will County ITS Study	\$380.74
70030	7/11/2022	Food For Thought	7/12 Catering Brookings Event	\$917.00
11797	7/14/2022	ABDULKADER A ABBAS	7/6 Cam/Radar Install Travel	\$43.75
11798	7/14/2022	AECOM Technical Services Inc	FY22 Mobility Recovery Project	\$20,710.00
11799	7/14/2022	AMPORF	6/30/22 Phase8 Travel Soft Dev	\$70,000.00
11800	7/14/2022	Applied Pavement Technology Inc	5/1-5/30 Municipal pave mgmt	\$15,500.00
11801	7/14/2022	ASI	Barracuda Networks: Email Pro	\$18,595.80
11802	7/14/2022	MARY VICTORIA BARRETT	6/20-6/22 Intern Welcome Exp	\$53.95
11803	7/14/2022	Village of Bedford Park	5/2-5/31 Southwest COM	\$4,303.00
11804	7/14/2022	SARAH BUCHHORN	1.5 Dozen Donut Bike Challenge	\$48.29
11805	7/14/2022	DUSTIN CALLIARI	6/17 IIPD Board Meet Travel	\$36.24
11806	7/14/2022	CDW Government Inc	FY23 Adobe Acrobat Pro DC	\$18,620.00
11807	7/14/2022	Center for Neighborhood Technology	Equitable Engagement Program	\$10,244.50
11808	7/14/2022	Chicago Office Technology Group	FY22 COTG Maintenance Agree	\$1,071.18
11809	7/14/2022	City Club of Chicago	5/5 Congressman Mike Quigley	\$90.00
11810	7/14/2022	Clarity Partners LLC	Website development/support	\$980.16
11811	7/14/2022	Coffee Unlimited	6/20 Coffee & Water Erin Meet	\$912.66
11812	7/14/2022	MICHAEL J COLLINS	9/20-9/21/22 ICMA Conf Reg	\$750.00
11813	7/14/2022	Creative Financial Staffing LLC	FY22 Finance temp help	\$1,687.50
11814	7/14/2022	Dell Marketing LP	Dell PowerProtect 6900	\$126,197.06
11815	7/14/2022	DuPage Mayors & Managers Conference	5/22 DuPage MMC	\$25,016.07
11816	7/14/2022	ESRI	ArcGIS Online Creator (Formerl	\$64,044.00
11817	7/14/2022	NICHOLAS FERGUSON	6/29 GISC Cert Annual maintain	\$95.00
11818	7/14/2022	Fox River Ecosystem Partnership	4/4-6/30 Public Outreach Activ	\$550.00
11819	7/14/2022	Garveys Office Products Inc	Pens, Notebooks, Name Badges	\$615.78
11820	7/14/2022	Gewalt Hamilton Associates Inc	5/2-5/27 PAO A Central Council	\$4,512.50
11821	7/14/2022	ELIZABETH G GINSBERG	5/12/22 WP+D Spring 2022 Pro	\$20.00
11822	7/14/2022	JACOB M GORDON	6/29-6/30 NIU Radar Travel	\$115.51
11823	7/14/2022	GovTempsUSA LLC	6/19-6/26 Interim HR Director	\$6,825.00
11824	7/14/2022	Health Care Cost Management Inc	6/22 FSA admin fees	\$2,380.60
11825	7/14/2022	ICF Incorporated LLC	FY22 GHG inventory	\$6,599.30
11826	7/14/2022	Inc. Jacobs Engineering Group	PAO C Bellwood	\$7,241.84
11827	7/14/2022	KeldairHR	6/20/22 Hiring System Upgrade	\$749.00
11828	7/14/2022	The Lakota Group	5/1-5/31 Hickory Hill Comp Pln	\$1,725.00
11829	7/14/2022	DIANA MARTINEZ	Homes for Changing Reg Travel	\$22.99
11830	7/14/2022	McDonald Hopkins LLC	5/6-5/27/22 Legal Services	\$1,010.00
11831	7/14/2022	AMY MCEWAN	5/17-5/27/22 Meeting Expenses	\$66.76
11832	7/14/2022	Mutual of Omaha	7/22 life insurance - EE	\$4,536.22
11833	7/14/2022	COLE R NEDER	6/8-6/21 CIP Meet/Lansing Meet	\$64.00
11834	7/14/2022	TODD E SCHMIDT	5/23-6/20 Safety Train Travel	\$80.26
11835	7/14/2022	SHI International Corporation	KnowBe4 security training	\$2,302.80
11836	7/14/2022	SLG Innovation Inc	6/22 IT consulting	\$60,912.78
11837	7/14/2022	TierPoint LLC	5/1-5/31 Colocation services	\$50.23
11838	7/14/2022	US Bank HSA	7/15/22 HSA Deduction EE	\$1,696.17
11839	7/14/2022	BLANCA VELA-SCHNEIDER	FY22 Table Tent Cards	\$36.27
11840	7/14/2022	Warehouse Direct	4/21/22 5 Pk Cardstock	\$231.80
11841	7/14/2022	Will County Governmental League	5/22 Will County Governmental	\$7,951.74
70031	7/14/2022	AED Superstore	5/31/22 Replacement AED	\$3,027.00
70032	7/14/2022	AVI Systems Inc	AV consulting services	\$2,495.00
70033	7/14/2022	EMS Communications LLC	6/21 Custom Com Skills Webinar	\$6,000.00
70034	7/14/2022	PTM Document Systems	3/15/22 Payroll Check stock	\$109.44

70035	7/14/2022	Woods and Poole Economics Inc	FY22 Woods & Poole Econ Data	\$3,400.00
11899	7/15/2022	ComEd	6/1-6/30/22 Electricity	\$1,321.39
11842	7/21/2022	Aflac	6/22 Aflac PR WH	\$272.16
11843	7/21/2022	ERIN L ALEMAN	6/17/22 B6 Summit Travel	\$255.50
11844	7/21/2022	ASI	Electronic HP Care Pack Instal	\$2,039.00
11845	7/21/2022	BerryDunn	ERP Assessment project	\$1,775.00
11846	7/21/2022	Chicago Office Technology Group	6/24 Regular Copy Paper	\$1,524.00
11847	7/21/2022	Chicago Transit Authority	5/1-5/31 FY22 CTA Operations	\$82,279.48
11848	7/21/2022	City Club of Chicago	5/24/22 Assessor Fritz Kaegi	\$430.00
11849	7/21/2022	Dell Marketing LP	FY22 Annual Microsoft Maintain	\$174,018.89
11850	7/21/2022	Executives Club of Chicago	FY22 Annual Membership dues	\$600.00
11851	7/21/2022	GovTempsUSA LLC	6/30 Interim HR Director	\$3,150.00
11852	7/21/2022	Granicus LLC	FY23 GovDelivery Annual Lease	\$16,300.00
11853	7/21/2022	JANE GROVER	4/4 GARE training registration	\$927.00
11854	7/21/2022	HOLLY L HUDSON	4-6/22 Ind Creek Water Travel	\$201.24
11855	7/21/2022	IMS Infrastructure Management Services LLC	4/1-4/17 municipal pave mgmt	\$27,367.85
11856	7/21/2022	Lake County Division of Transportation	4/22 Lake County	\$15,299.62
11857	7/21/2022	Diane McCoy	06/22 HR Benefits Guide Design	\$1,600.00
11858	7/21/2022	McHenry County Division of Transportation	5/22 McHenry COM	\$82,093.76
11859	7/21/2022	Metra	4-6/22 Metra FY22 Operating	\$58,909.16
11860	7/21/2022	Mileage Based User Fee Alliance	FY23 MBUF Alliance Dues	\$5,000.00
11861	7/21/2022	Northwest Municipal Conference	5/1-5/31 NWMC	\$29,082.12
11862	7/21/2022	Resource Systems Group Inc	5/22 FY22 Activity Based Model	\$21,925.26
11863	7/21/2022	JOSE RODRIGUEZ	Pave Mgmt/Cam&Radar Travel	\$404.76
11864	7/21/2022	Teska Associates	5/3-5/31 DuPage Lake Street	\$4,101.22
11865	7/21/2022	TierPoint LLC	6/1-6/30 Colocation services	\$60.79
11866	7/21/2022	West Central Municipal Conference	5/22 North Central COM (WCMC)	\$1,546.52
11867	7/21/2022	ALONZO JOSUE ZAMARRON	FY22 AIGA Professional Dues	\$145.83
11868	7/21/2022	Zones Inc	VMware vRealize Operations 8 A	\$43,510.60
70036	7/21/2022	Interior Investments LLC	FY22 Herman Miller Aeron Chair	\$2,377.43
70037	7/21/2022	State Employee Retirement System of Illinois	June 2022 Employees WH	\$23,989.08
11869	7/22/2022	Comcast	6/22 Internet	\$1,000.00
11901	7/25/2022	CenturyLink	6/22 Teleconference	\$26.00
11870	7/28/2022	601W Companies Chicago MT LLC	8/22 Rent	\$164,986.33
11871	7/28/2022	ASI	Electronic HP Care Pack Instal	\$6,622.00
11872	7/28/2022	CAROLYN ELIZABETH BACK	7/21 Tshirts for FLIP students	\$2,484.05
11873	7/28/2022	Baker Tilly Virchow Krause & Company LLP	6/30 Accounting services	\$19,687.00
11874	7/28/2022	Bang the Table USA LLC	FY23 online public engagement	\$44,040.00
11875	7/28/2022	Baxter & Woodman Inc	A1 PAO A Village of Calumet	\$1,885.00
11876	7/28/2022	Bentley Systems Inc	FY23 Emme software training	\$10,500.00
11877	7/28/2022	BerryDunn	FY23 ERP Assessment project	\$1,910.00
11878	7/28/2022	Blue Cross Blue Shield of Illinois	8/22 Retirees/COBRA Health	\$114,935.95
11879	7/28/2022	LILY ROSE BRACK	Lbrack - 2022 APA state conf	\$200.00
11880	7/28/2022	Budget Rent A Car System Inc	5/26-5/27/22 L Bayley Rental	\$286.65
11881	7/28/2022	Canva US Inc	6/22-6/23 Canva Pro Licenses	\$419.99
11882	7/28/2022	Delta Dental - Risk	8/22 COBRA/Retirees dental	\$7,562.92
11883	7/28/2022	The Delta Institute	6/1-6/30 PAO A FY22 Planning	\$100.00
11884	7/28/2022	Dun and Bradstreet	FY23 Data Product & Service	\$114,737.00
11885	7/28/2022	EcolInteractive Inc	Integrated TIP database Year 2	\$15,125.00
11886	7/28/2022	Egret & Ox Planning LLC	6/1-6/30 Planning Generalist	\$4,775.00
11887	7/28/2022	Gewalt Hamilton Associates Inc	5/31-6/27/22 A2 PAO A Central	\$5,880.00
11888	7/28/2022	JACOB M GORDON	7/13-7/21 Setup/Takedown Travel	\$176.69
11889	7/28/2022	Health Care Cost Management Inc	7/29/22 Health FSA PR WH	\$2,168.48
11890	7/28/2022	Inc. Jacobs Engineering Group	6/30/22 Highway-Rail Grade	\$35,556.07
11891	7/28/2022	Omegabit LLC	6/1-6/30/22 Website hosting	\$2,824.95
11892	7/28/2022	Pace Suburban Bus Service	6/1-6/30 FY22 Pace Operations	\$108,254.29
11893	7/28/2022	Sam Schwartz Engineering	5/28-6/24/22 PAO A Bartlett	\$8,657.50
11894	7/28/2022	TIP Strategies Inc	Post COVID-19 Regional Assessm	\$23,175.00
11895	7/28/2022	US Bank HSA	7/22 Statement Fee	\$1,632.17
11896	7/28/2022	BEATRIX EDLYN GUE YAN	7/18/22 NEXT Proj Travel	\$26.42
11897	7/28/2022	Zones Inc	FY23 Production Support/Subs	\$18,017.54
70038	7/28/2022	Hertz Corporation	J Patton Car Rental 6/7-6/8/22	\$46.98
70039	7/28/2022	Miovision Technologies	6/19-6/23 Road Vol/Stand Turn	\$318.36
70040	7/28/2022	RA Malatest and Associates	4/1-5/31/22 RSG Pro Fees	\$8,120.84
11898	7/29/2022	BMO Harris Bank Master Card	Amazon Water Filters	\$15,979.14
DD	7/1/2022	BMO Harris Bank	Payroll	\$230,157.19
DD	7/1/2022	State Disbursement Unit	PY Withholding	\$391.76
DD	7/1/2022	CTA	Ventra Transit Benefit Card Payment	\$690.00
CR	7/1/2022	IMRF	Cash receipt for Retirees Insurance	(\$2,917.66)
JE	7/1/2022	BMO Harris Bank	Payroll	(\$230,157.19)
WT	7/6/2022	IL Department of Revenue	State Income Taxes	\$15,144.80
WT	7/6/2022	Internal Revenue Service	Federal Income Taxes	\$91,820.73

WT	7/6/2022 Michigan Department of Revenue	State Income Taxes	\$380.72
CR	7/7/2022 Internal Revenue Service	Federal Transfer Credit	(\$532.56)
DD	7/8/2022 BMO Harris Bank	Payroll	\$358.29
DD	7/8/2022 BMO Harris Bank	Payroll	\$1,686.75
DR	7/8/2022 Internal Revenue Service	Federal Transfer Debit	\$532.56
DR	7/12/2022 BMO Harris Bank	Fee Standby Letter of Credit	\$4,600.00

**CHICAGO METROPOLITAN AGENCY FOR PLANNING
MONTHLY REVENUE AND EXPENDITURE REPORT
AS OF AUGUST 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 Dues. Using the straight-line method, CMAP's collected revenue in relation to budgeted revenue for the month of August should be approximately 17%. As of August 2022, CMAP has collected 13.8% 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.

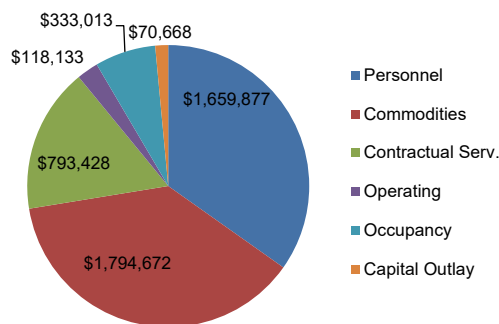
Local dues continues to be a critical component of CMAP's funding strategy as it supports work not funded through the State or other grant funding sources. Since its inception, CMAP has maintained local dues at its adopted amount of approximately \$887,000. With CMAP's increasing operating budget, the agency has not instituted a pass-thru of these increased cost through an increase in local dues to our partners and communities. Since its inception in 2016, the agency has collected each year 99% of all local dues. Through August 2022, CMAP collected 95.5% of FY2022 dues.

Notes:

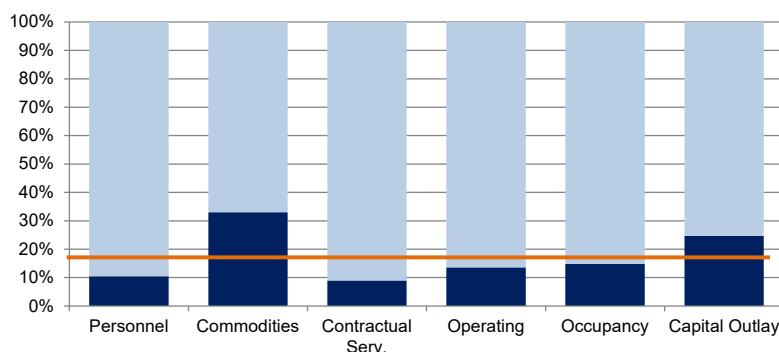
As of 08/31/2022, 17% of the fiscal year is complete. See orange trend line on YTD Revenue as a % of year complete.

EXPENDITURES

YEAR-TO-DATE EXPENDITURES

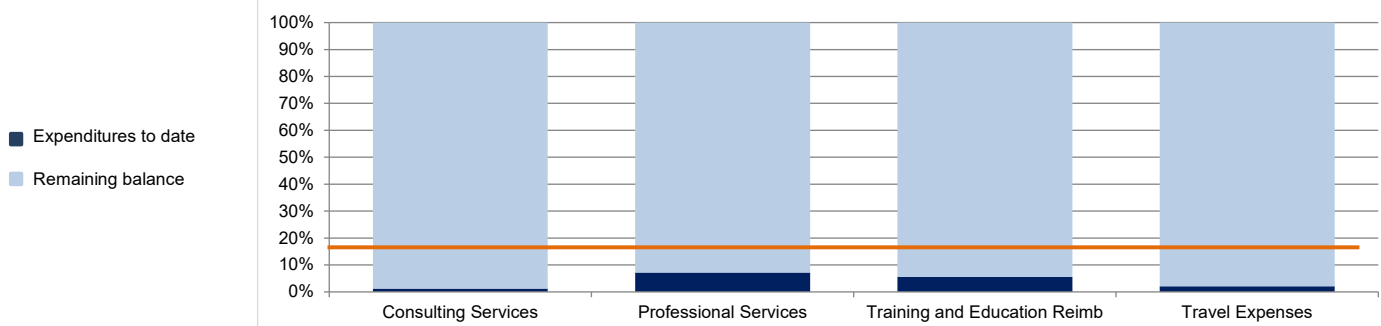


YEAR-TO-DATE EXPENDITURES AS A % OF BUDGET



EXPENDITURE HIGHLIGHTS

YEAR-TO-DATE EXPENDITURES AS A % OF BUDGET DETAIL



EXPENDITURE OVERVIEW

Using the straight-line method, CMAP's expenses for the month of July should trend towards 17% of budget. As of August 2022, the agency has expended 13.1% of its budget. The three highest categories of expenditures for the fiscal year-to-date are personnel at 10.4%, contractual services at 9.0%, and commodities at 33%. 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 1.2% 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' 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 08/31/2022, 17% 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
08/31/2022**

	<u>Received/ Expended To Date</u>	<u>FY 2023 Budget</u>	<u>Remaining Balance</u>	<u>% of Budget</u>
OPERATIONAL				
REVENUES				
By Program				
Federal	\$ 2,396,898	\$ 20,936,191	\$ 18,539,292	11.4%
Statewide Research & Local Planning	1,289,093	3,913,138	2,624,046	32.9%
IDOT	681,035	5,634,808	4,953,773	12.1%
IEPA	-	161,395	161,395	0.0%
HUD	281	6,754	6,473	100.0%
Other Public Agencies	24,683	107,671	82,987	22.9%
Foundations and Non-Public Agencies	9,564	200,000	190,436	4.8%
Contributions	-	887,486	887,486	0.0%
Miscellaneous	4,617	32,600	27,983	14.2%
Total Revenues	<u><u>\$ 4,406,171</u></u>	<u><u>\$ 31,880,043</u></u>	<u><u>\$ 27,473,872</u></u>	<u><u>13.8%</u></u>

EXPENDITURES				
By Category				
Personnel	\$ 1,659,877	\$ 15,887,722	\$ 14,227,845	10.4%
Commodities	1,794,672	5,439,796	3,645,124	33.0%
Contractual Services	793,428	8,815,084	8,021,655	9.0%
Operating Expenses	118,133	868,040	749,907	13.6%
Occupancy Expenses	333,013	2,235,444	1,902,430	14.9%
Capital Outlay	70,668	286,000	215,332	24.7%
Total Expenditures	<u><u>\$ 4,769,791</u></u>	<u><u>\$ 33,532,085</u></u>	<u><u>\$ 28,762,295</u></u>	<u><u>14.2%</u></u>

NON-OPERATIONAL

REVENUE				
Pass-Through	-	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	-	1,916,368	1,916,368	0.0%
CMAP Match	-	-	-	0.0%
In-Kind Services	-	-	-	0.0%
Total, Non-Operations Revenues	<u><u>\$ -</u></u>	<u><u>\$ 5,115,868</u></u>	<u><u>\$ 5,115,868</u></u>	<u><u>0.0%</u></u>

EXPENDITURES				
Pass-Through	-	\$ 3,199,500	\$ 3,199,500	0.0%
Council of Mayors	-	1,916,368	1,916,368	0.0%
CMAP Match	-	5,037	5,037	0.0%
In-Kind Services	-	-	-	0.0%
Applied Overhead	-	2,827,325	2,827,325	0.0%
Total, Non-Operations Expenditures	<u><u>\$ -</u></u>	<u><u>\$ 7,948,230</u></u>	<u><u>\$ 7,948,230</u></u>	<u><u>0.0%</u></u>

CHICAGO METROPOLITAN AGENCY FOR PLANNING

MONTHLY CASH REPORT

AS OF AUGUST 31, 2022

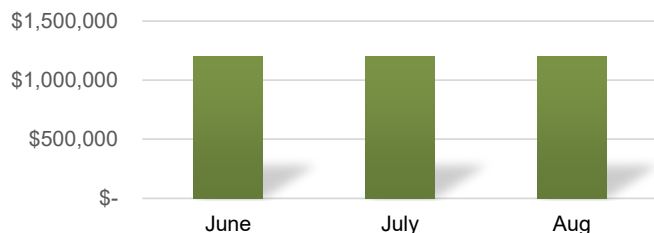
BMO HARRIS CHECKING



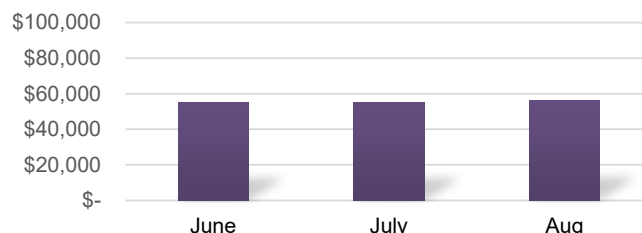
BMO HARRIS GENERAL INVESTMENT



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 \$3.2 million from the General Investment account partially funded operating activities for the month of August. Operating activities were comprised of \$937 thousand in personnel related costs, and \$2.4 million in payables.

BMO Harris General Investment Account: Wire transfers of \$3.7 million resulting from monthly revenue activity funded \$3.2 million in transfers to the Checking account for the month of July.

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.

11900	8/1/2022	Vision Service Plan (IL)	7/22 Vision - COBRA	\$1,119.28
11902	8/4/2022	ABDULKADER A ABBAS	7/20-7/21/22 Radar/Cam travel	\$98.69
11903	8/4/2022	AECOM Technical Services Inc	6/1-6/30 Mobility Recovery Pro	\$21,665.00
11904	8/4/2022	ERIN L ALEMAN	Metro Civic Conf Travel	\$1,000.63
11905	8/4/2022	Village of Bedford Park	6/22 Southwest COM	\$7,153.16
11906	8/4/2022	CDW Government Inc	FY23Renew Adobe Acrobat Pro DC	\$17,565.55
11907	8/4/2022	Chicago Transit Authority	5/1-6/30 CTA RPM Core	\$47,188.65
11908	8/4/2022	Civiltech Engineering Inc	5/28-6/30 Truck Routing Study	\$12,964.50
11909	8/4/2022	Cogent Communications Inc	7/22 Internet	\$950.00
11910	8/4/2022	Design Workshop Inc	6/1-6/30/22 PAO B Country Club	\$15,272.50
11911	8/4/2022	KAMA DOBBS	7/27 LCCoM/STP APM Travel	\$68.49
11912	8/4/2022	First Communications LLC	7/22 Telephone	\$376.17
11913	8/4/2022	Marek Drell Gootman	6/30 Brookings via Cities GPS	\$52,000.00
11914	8/4/2022	Granicus LLC	FY23 Legistar Annual Lease	\$15,960.12
11915	8/4/2022	HDR Engineering Inc	5/22-6/30/22 PAO A Riverdale	\$24,825.89
11916	8/4/2022	ICF Incorporated LLC	5/28-6/30 FY22 GHG inventory	\$18,072.30
11917	8/4/2022	Inc. Jacobs Engineering Group	5/28-6/30 A12 PAO F Thornton	\$107,803.25
11918	8/4/2022	Lake County Division of Transportation	5/22 Lake County	\$29,302.04
11919	8/4/2022	Riordan Artistry Inc	FY23 PDP Fellow award	\$190.66
11920	8/4/2022	JOSE RODRIGUEZ	7/20-7/25 Tracker/Cam Travel	\$139.92
11921	8/4/2022	Sentinel Technologies Inc	6/14-6/30 Emerg Respond Config	\$1,443.75
11922	8/4/2022	BLANCA VELA-SCHNEIDER	7/8/22 Name badge levels	\$35.29
11923	8/4/2022	MARY ELIZABETH WEBER	FY22 Tuition Reimbursement	\$2,416.00
11924	8/4/2022	West Central Municipal Conference	5/22 Central COM	\$13,534.79
11925	8/4/2022	Will County Governmental League	6/22 Will County Gov League	\$7,272.41
70041	8/4/2022	Optiv Security Inc	FY22 Thinkst Canary and Hosted	\$6,405.00
11926	8/5/2022	Comcast	7/11-8/10 TV Service Fee	\$78.67
11927	8/5/2022	The Hartford	7/19/22-7/19/23 Workers Comp	\$19,078.00
11928	8/11/2022	ABDULKADER A ABBAS	Radar Install/Takedown Travel	\$103.63
11929	8/11/2022	AECOM Technical Services Inc	FY22 Project MGMT Oversight	\$6,570.00
11930	8/11/2022	Aflac	7/22 Aflac PR WH	\$408.24
11931	8/11/2022	ERIN L ALEMAN	Rail & Maritime Summit Travel	\$33.40
11932	8/11/2022	NORA JUNE BECK	7/21/22 Kane Board Meet Travel	\$40.00
11933	8/11/2022	MICHAEL BROWN	Sugar Grove/CCH mtg Travel	\$79.82
11934	8/11/2022	JULIE BURROS	7/20-8/1 CCH Comp Pln Travel	\$64.00
11935	8/11/2022	Canva US Inc	FY22 10 Canva Pro Licenses	\$419.99
11936	8/11/2022	Clarity Partners LLC	FY22 Website dev/support	\$1,820.00
11937	8/11/2022	Coffee Unlimited	FY22 Coffee and cafe supplies	\$494.63
11938	8/11/2022	DANIEL LEE COMEAUX	8/2/22 PRN Dues	\$45.00
11939	8/11/2022	Dell Marketing LP	FY22 Teams Room Standard Lic	\$122.11
11940	8/11/2022	JANE GROVER	Kendall/Kane COM Meet Travel	\$334.93
11941	8/11/2022	IMS Infrastructure Management Services LLC	FY22 municipal pavement mgmt	\$8,851.51
11942	8/11/2022	The Lakota Group	6/1-6/30 Hickory Hill Comp Pln	\$5,038.75
11943	8/11/2022	LaSalle Network	6/5/22 Admin Work	\$979.20
11944	8/11/2022	Lifeworks US Ltd	FY23 EAP Services/Lifeworks	\$601.02
11945	8/11/2022	DIANA MARTINEZ	7/8Waukegan Scoop Event Travel	\$93.00
11946	8/11/2022	Mesirow Financial	FY23 Investment Consulting Fee	\$4,219.80
11947	8/11/2022	JASON NAVOTA	7/21 Kane Board Meeting Travel	\$27.00
11948	8/11/2022	MARGARET CLAIRE RITZENTHALER	FY22 GIS certificate courses	\$245.00
11949	8/11/2022	JOSE RODRIGUEZ	Track Install/Takedown Travel	\$243.89
11950	8/11/2022	WTS	Chicago Tier 1 Partner Renewal	\$2,500.00
70042	8/11/2022	Turning Technologies	FY23 Software Lic Renew/HID	\$2,916.00
11951	8/12/2022	Health Care Cost Management Inc	08/12/2022 Health FSA PR WH	\$2,153.10
11952	8/12/2022	US Bank HSA	08/12/2022 HSA Deduction EE	\$16,309.57
11953	8/16/2022	ComEd	6/30-8/1/22 Electrcity	\$1,463.72
11954	8/16/2022	UPS	UPS Shipping	\$30.62
11955	8/18/2022	ABDULKADER A ABBAS	Speed Radar Takedown Travel	\$57.63
11956	8/18/2022	MICHAEL BROWN	N Lawndale site visit travel	\$40.96
11957	8/18/2022	JONATHAN BURCH	FY23 APA-IL Register Conf	\$400.00
11958	8/18/2022	City Club of Chicago	9/12/22 Robin Kelly Event	\$180.00
11959	8/18/2022	Creative Financial Staffing LLC	Finance temp help	\$14,863.50
11960	8/18/2022	Dell Marketing LP	Dell Annual Hardware Sup Renew	\$10,932.30
11961	8/18/2022	Kane County Division of Transportation	5/22 Kane-Kendall COM	\$2,316.41
11962	8/18/2022	McHenry County Division of Transportation	6/22 McHenry COM	\$1,732.78
11963	8/18/2022	Mutual of Omaha	8/22 Life insurance - EE	\$5,120.75
11964	8/18/2022	NOAA	High definition land cover GIS	\$1,655,810.00
11965	8/18/2022	KATARZYNA M PIOTROWSKA	FY23 APA IL Conf Register Fee	\$250.00
11966	8/18/2022	JOSE RODRIGUEZ	Speed Tracker and Cam Travel	\$135.76
11967	8/18/2022	BLANCA VELA-SCHNEIDER	7/29 Creamer for Kitchen	\$77.55
11968	8/18/2022	BEATRIX EDLYN GUE YAN	8/1 Elevated Chicago Travel	\$59.28
70043	8/18/2022	State Employee Retirement System of Illinois	July 2022 Employees WH	\$22,898.67
11970	8/23/2022	UPS	UPS Shipping	\$74.04

11969	8/24/2022	Comcast	7/22 Internet	\$1,000.00
11971	8/25/2022	601W Companies Chicago MT LLC	9/22 Office maintenance	\$2,093.19
11972	8/25/2022	Applied Pavement Technology Inc	FY22 Municipal pavement mgmt	\$12,675.00
11973	8/25/2022	Applied Research Association Inc	FY22 TID-CMAP Pilot PMS	\$27,857.84
11974	8/25/2022	Baker Tilly Virchow Krause & Company LLP	Accounting services	\$18,551.00
11975	8/25/2022	MARY VICTORIA BARRETT	TeaMAP meeting expenses	\$432.51
11976	8/25/2022	Baxter & Woodman Inc	6/14-6/30 A1 PAO A Calumet	\$29,016.41
11977	8/25/2022	MICHAEL BROWN	APA Conf Registration	\$200.00
11978	8/25/2022	JULIE BURROS	APA Dues	\$250.00
11979	8/25/2022	DUSTIN CALLIARI	IIPD Plan Design Travel	\$43.25
11980	8/25/2022	Carahsoft Technology Corp	Annual LinkedIn Learning mnt	\$14,052.04
11981	8/25/2022	CDW Government Inc	Annual Cisco Maintenance Renew	\$630.00
11982	8/25/2022	Coffee Unlimited	7/27/22 Coffee supplies	\$1,150.38
11983	8/25/2022	Creative Financial Staffing LLC	HR temp help	\$4,050.00
11984	8/25/2022	Dell Marketing LP	FY23 Dell R7525 Power Edge	\$13,320.28
11985	8/25/2022	Design Workshop Inc	7/1-7/31 PAO A Sugar Grove Com	\$12,838.75
11986	8/25/2022	Elrod Friedman LLP	7/20-7/28 Legal Service Fee	\$511.00
11987	8/25/2022	Health Care Cost Management Inc	08/26/2022 Health FSA PR WH	\$2,153.10
11988	8/25/2022	DIANA MARTINEZ	8/1/22 NEXT Program Travel	\$35.00
11989	8/25/2022	ALEXIS R MCADAMS	Individual membership to APA	\$99.00
11990	8/25/2022	Omegabit LLC	7/22 Website hosting	\$3,374.90
11991	8/25/2022	REX Electric and Technologies LLC	Onsite door inspection and rep	\$426.00
11992	8/25/2022	Riverside Graphics Corporation	FY23 Business cards for agency	\$2,072.00
11993	8/25/2022	DARSHAN D SHET	Employee payout	\$668.88
11994	8/25/2022	SLG Innovation Inc	7/22 IT consulting	\$63,197.40
11995	8/25/2022	US Bank HSA	08/26/2022 HSA Deduction EE	\$2,059.63
12041	8/29/2022	BMO Harris Bank Master Card	Amazon AA Batteries	\$11,049.60
11996	8/30/2022	UPS	8/15/22 Shipping	\$20.26
WT	8/1/2022	IMRF	Cash receipt for Retirees Insurance	(\$2,917.66)
WT	8/2/2022	Empower Financial Group	Insurance	\$16,567.57
WT	8/3/2022	IL Department of Revenue	State Income Taxes	\$15,755.83
WT	8/3/2022	Internal Revenue Service	Federal Income Taxes	\$96,426.06
WT	8/4/2022	BMO Harris Bank	Payroll	\$9,723.63
WT	8/10/2022	IL Department of Revenue	State Income Taxes	\$812.70
WT	8/10/2022	Internal Revenue Service	Federal Income Taxes	\$7,236.29
WT	8/12/2022	State Disbursement Unit	PY Withholding	\$391.76
WT	8/12/2022	BMO Harris Bank	Payroll	\$234,812.43
WT	8/15/2022	Empower Financial Group	Insurance	\$16,707.49
WT	8/16/2022	RTA	Transit Benefit Card Payment	\$730.75
WT	8/16/2022	IMRF	Cash receipt for Retirees Insurance	\$67,406.27
WT	8/17/2022	IL Department of Revenue	State Income Taxes	\$15,459.96
WT	8/17/2022	Internal Revenue Service	Federal Income Taxes	\$93,923.65
WT	8/17/2022	Michigan Department of Revenue	State Income Taxes	\$297.71
WT	8/18/2022	IDES	Unemployment Insurance	\$473.00
WT	8/19/2022	IDES	Wage Report Late Fee	\$700.00
WT	8/22/2022	BMO Harris Bank	Checking Account Service Fee	\$838.18
WT	8/25/2022	BMO Harris Bank	Supplemental Payroll	(\$618.88)
WT	8/25/2022	CTA	Ventra Transit Benefit Card Payment	\$810.00
WT	8/26/2022	BMO Harris Bank	Payroll	\$231,518.04
WT	8/26/2022	BMO Harris Bank	Supplemental Payroll	\$618.88
WT	8/26/2022	Michigan Department of Revenue	Unemployment Insurance Late fee	\$78.60
WT	8/26/2022	State Disbursement Unit	PY Withholding	\$391.76
WT	8/26/2022	IMRF	Accelerated Payment	\$5,043.42
WT	8/29/2022	Empower Financial Group	Insurance	\$16,707.49
WT	8/31/2022	IL Department of Revenue	State Income Taxes	\$15,352.29
WT	8/31/2022	Internal Revenue Service	Federal Income Taxes	\$91,892.97
				<hr/>
				\$3,356,105.88
				<hr/>
				\$0.00



To: Executive Committee

From: Executive Office

Date: November 2, 2022

Re: 2023 Executive Committee meeting schedule

-
- Wednesday, January 11 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, February 8 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday March 8 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, April 12 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, May 10 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, June 14 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, July 12 – 11:00 a.m. or directly after the CMAP Board meeting (only if necessary)
 - Wednesday, August 9 – 11:00 a.m. or directly after the CMAP Board meeting (only if necessary)
 - Wednesday, September 13 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, October 11 – 11:00 a.m. or directly after the CMAP Board meeting joint meeting with the MPO Policy Committee)
 - Wednesday, November 8 – 11:00 a.m. or directly after the CMAP Board meeting
 - Wednesday, December 13 – 11:00 a.m. or directly after the CMAP Board meeting (only if necessary)



MEMORANDUM

TO: Executive Committee

FROM: Finance and Administration

Date: November 9, 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.

GRANTS AND AGREEMENTS			
<u>Grantor</u>	<u>Amount</u>	<u>Dates</u>	<u>Purpose</u>
<u>Grants Received:</u>			
Illinois Department of Transportation	\$3,165,437	9/1/2022 – 6/30/2025	ADA Planning
The Chicago Community Trust	\$150,000	11/1/2022 – 10/31/2022	Capital Improvement Plan and Grant Readiness Technical Assistance
The Chicago Community Trust	\$70,000	11/1/2022 – 10/31/2024	Transit Recommendations Report
<u>Grants Pending:</u>			
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	7/1/2023 – 6/30/2025	Truck Routing Studies and Implementation
U.S. Department of Transportation	\$4,870,000	8/1/2023 – 7/31/2025	Safe Streets and Roads for All
<u>Agreements Executed:</u>			

GRANTS AND AGREEMENTS			
<u>Grantor</u>	<u>Amount</u>	<u>Dates</u>	<u>Purpose</u>
DuPage Housing Authority	\$10,000	2/17/2022 - 12/31/2022 (renewal options)	Regional Housing Initiative
<u>Agreements Pending:</u>			
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.

CONTRACTS				
<u>Provider</u>	<u>Amount</u>	<u>Fund Source</u>	<u>Type of Procurement</u>	<u>Purpose</u>
<u>\$50,000 and over, Approval Requested of Committee (November 9, 2022):</u>				
Nearmap, US	\$51,770	UWP	Sole Source	\$1,769.86 cost increase to add public display license
Wejo	\$126,692	UWP	Competitive Bids	Purchase of vehicle waypoint data for the Regional Traffic Safety project
<u>Under \$50,000, Approved by Executive Director since (September 14, 2022):</u>				

The following list identifies pending procurements.

PROCUREMENTS				
<u>Provider</u>	<u>Estimated Amount</u>	<u>Fund Source</u>	<u>Type of Procurement</u>	<u>Purpose</u>
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

PROCUREMENTS				
<u>Provider</u>	<u>Estimated Amount</u>	<u>Fund Source</u>	<u>Type of Procurement</u>	<u>Purpose</u>
TBD	\$350,000	UWP	RFP	Regional Transportation Vulnerability Assessment
TBD	\$1,500,000	UWP	RFP	Public Transportation Financial Plan
TBD	\$175,000	UWP	RFP	Sales Tax Analysis

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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Chicago Metropolitan Agency for Planning

433 West Van Buren Street
Suite 450
Chicago, IL 60607

312-454-0400
cmap.illinois.gov

To: CMAP Executive Committee

From: Blanca Vela-Schneider

Date: October 31, 2022

Re: Executive Director Erin Aleman
Out-of-region travel summary for the month of October 2022

Below is a list of expenses related to Executive Director Aleman's out-of-region travel during the month of October 2022. Expenses listed below are from the NARC and AMPO Conferences.

**NARC Conference
Kansas City, MO
10/16/2022 – 10/18/2022**

Description	Date Expense Incurred	Expense Amount
Conference Registration Fee	9/20/2022	\$495.00
Flight – United Airlines	9/23/2022	\$613.75
Transportation	10/16/2022-10/18/2022	\$103.53
Hotel Reservation – Loews Hotel	10/16/2022 - 10/18/2022	\$417.50
Per Diem	10/16/2022-10/18/2022	\$75.00
Subtotal		\$1,704.78

**AMPO Conference
Minneapolis, MN
10/25/2022 – 10/27/2022**

Description	Date Expense Incurred	Expense Amount
Conference Registration Fee	9/21/2022	\$625.00
Flight – Delta	9/26/2022	\$557.20
Transportation	10/25/2022 - 10/27/2022	\$59.55
Hotel Reservation – Marriott Hotel	10/25/2022 - 10/27/2022	\$779.98
Per Diem	10/25/2022 - 10/27/2022	\$75.00
Subtotal		\$2,096.73

Total: \$3,801.51

ACTION REQUESTED: Information