Agenda Item No. 3.0

Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

Chicago Metropolitan Agency for Planning (CMAP)
Executive Committee
Minutes
November 9, 2011

Offices of the Chicago Metropolitan Agency for Planning (CMAP)
Will County Conference Room
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

Committee Members Present:	Gerald Bennett, Chair -representing southwest Cook County, Joe Deal representing the City of Chicago, Elliott Hartstein-representing Lake County, Raul Raymundo-representing the City of Chicago and Rae Rupp Srch-representing DuPage County
Absent:	Al Larson-representing northwest Cook County,
Staff Present:	Randy Blankenhorn, Jill Leary, Dolores Dowdle and Sherry Kane

1.0 Call to Order and Introductions

CMAP Board Chair, Mayor Gerald Bennett, called the meeting to order at approximately 11:08 a.m.

2.0 Agenda Changes and Announcements

There were no agenda changes.

3.0 Approval of Minutes – October 12, 2011

A motion to approve the minutes of the October 12, 2011 meeting, as presented, made by Rae Rupp Srch, seconded by Elliott Hartstein and with all in favor, carried.

4.0 Annual Financial Report for the Year Ending June 30, 2011

Jason Coyle, along with Joe Lightcap from the auditing firm of Baker Tilly presented the Annual Financial Report and Communications from Auditor to Management and the Board for the year ended June 30, 2011. Coyle reported briefly that this had been a "clean" audit and that income (shown on page 5) was greater compared to last year because of the DOE grant. The only material weakness reported in the Communication, which will continue to be reported, is that CMAP (like most governments in Illinois), Coyle reported, does not maintain an external financial reporting department and relies on Baker Tilly for that purpose. Baker Tilly will be invited back to present the material to the full Board in January.

5.0 Funding Options

Following up on last month's discussion, a staff memo had been included in the packet outlined a strategy of moving forward to replacement of the Comprehensive Regional Planning Fund (CRPF). Staff will first meet with the Governor's office and Legislative Leaders to discuss replacing the CRPF with another source of funding, followed by pursuing funding from transportation agencies (RTA, IDOT and the Tollway).

6.0 Travel Expenses

Travel expense claims for the Executive Director and out of region travel requests for staff were presented for informational purposes.

7.0 Financial Statements

Deputy Executive Director of Finance and Administration Dolores Dowdle reported that the period ended as planned. The various reports, including the Monthly Cash Reports for CMAP and the Peters Fellowship, the Monthly Summary Report, the Monthly Revenue Report, the Monthly Expenditures report, the FY 2011 Project Summary and the Check Register for the month ending October 31, 2011 were presented for approval. A motion by Rae Rupp Srch was seconded by Elliott Hartstein to approve the reports as presented. All in favor, the motion carried.

8.0 Grants, Subcontracts and Procurements

The monthly update of activities related to grants, subcontracts and procurements was presented. A motion to approve the report as presented was made by Rae Rupp Srch and seconded by Elliott Hartstein. All in favor, the motion carried.

9.0 Other Business

10.0 Public Comment

There were no comments from the public.

11.0 Next Meeting

The Executive Committee will meet next in January 2012.

12.0 Adjournment

A motion to adjourn at 11:20 a.m., made by Rae Rupp Srch, seconded by Raul Raymundo and with all in favor, carried.

Respectfully submitted,

Dolores D. Dowdle, Deputy Executive Director
For Finance and Administration

11-18-2011
/stk
Approved as presented by unanimous vote, January 11, 2012