Agenda Item No. 3.0

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Chicago Metropolitan Agency for Planning

# Chicago Metropolitan Agency for Planning (CMAP)

## Board Meeting Minutes

January 11, 2012

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

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| **Board Members Present:** | Gerald Bennett, CMAP Board Chair-representing southwest Cook County, Frank Beal-representing the City of Chicago, Susan Campbell-representing the City of Chicago, Michael Gorman-representing Cook County, Elliott Hartstein-representing Lake County, Al Larson-representing northwest Cook County, Andrew Madigan-representing the City of Chicago, Marilyn Michelini-representing Kane and Kendall Counties, Heather Weed Niehoff-representing the City of Chicago, Raul Raymundo-representing the City of Chicago, Rae Rupp Srch-representing DuPage County, Dan Shea-representing McHenry County, and non-voting member Leanne Redden-representing the MPO Policy Committee |
| **Board Members Absent:** | Alan Bennett-representing suburban Cook County, Roger Claar-representing Will County, and Rick Reinbold-representing South Suburban Cook County. |
| **Staff Present:** | Randy Blankenhorn, Jill Leary, Dolores Dowdle, Don Kopec, Bob Dean, Matt Maloney, Gordon Smith and Sherry Kane |
| **Others Present:** | Jason Coyle, Partner and Joe Lightcap, Senior Manager-Baker Tilly Virchow Krause, LLP and Mike Albin-DMMC, Chalen Daigle-McHenry Council of Mayors, David Kralik-Metra, Mark Pitstick-RTA, Marc Sengstacke-Chicago Defender Charities, Vicky Smith-SW Conference, Chris Staron-NWMC, Mike Sullivan-Kane/Kendall Council of Mayors, and Mike Walczak-NWMC |

### 1.0 Call to Order and Introductions

CMAP Board Chair, Mayor Gerald Bennett, called the meeting to order at 9:30 a.m., and asked Board members to introduce themselves.

**2.0 Agenda Changes and Announcements**

Chairman Gerald Bennett announced that Agenda Item No. 9.0 had mistakenly been reflected as a "discussion" item and that "approval" was the correct action requested.

**3.0 Approval of Minutes – November 9, 2011**

A motion to approve the minutes of the November 9, 2011 board meeting as presented, made by Rae Rupp Srch, was seconded by Dan Shea and with all in favor, carried, with the exception of Mayor Larson, who abstained.

**4.0 Executive Director's Report**

Regarding the Local Technical Assistance (LTA) program, Executive Director Randy Blankenhorn reported that one project was nearing completion and that a full update had been included in the packet. Moving Ahead for Progress in the 21st Century (MAP-21), authorizes highway programs only, Blankenhorn continued. Serious concerns include: a lack of dedicated sustainable revenue for transportation; funding distribution methods through the states; a missed opportunity to improve the metropolitan planning process; and the bill falls short involving regions in performance based programming and freight. Additional details are available on CMAP's policy blog. Blankenhorn explained the US EPA's ruling that northeastern Illinois is "in attainment" which would result in harm to air quality and a loss of federal funds through the CMAQ program. CMAP has been urging its partners and congressional delegation to call attention to the matter and ask that the EPA include certified 2011 data in its ruling. CMAP's Tax Policy Task Force, Blankenhorn reported, concludes its work with its last meeting later in the week, that numerous issues have been considered and divergent opinions have evolved. Once completed, the task force will forward their advice and input for the Board's consideration. The GO TO 2040 implementation report will be brought to the Board in February, Blankenhorn concluded, and the 2012 meeting schedule was included in the packet. The board will continue to meet on the second Wednesday at 9:30 a.m.

**5.0 Annual Financial Report for the Year Ended June 30, 2011**

Executive Director Blankenhorn introduced Jason Coyle of the auditing firm of Baker Tilly Virchow Krause, LLP. Coyle, from the two documents presented to the Board, (Communications from Auditor to Management and the Board and the Annual Financial Report for the year ended June 30, 2010), reported that CMAP had received a clean, unqualified audit, which is the highest level opinion given. Calling attention to the Management Discussion Analysis (that included the income statement) portion of the report, Coyle reported that both revenue and expenses had increased because of the HUD grant award. There were no findings reported with the complexities of the grant, Coyle continued, and that the Board and staff of CMAP should be commended for their hard work, bringing this about. Coyle also drew the Board's attention to the Statement of Net Assets and the Schedule of Revenues, Expenses and Changes in Net Assets, specifically the increase in net assets. Finally, regarding the management letter, Coyle reported that controls and procedures are well maintained, that there are no concerns reported, that CMAP remains in the top tier in government organizations in terms of its financial condition and the general ledger package of which the Board had approved the purchase improved the process significantly. Coyle concluded that there is no CPA on staff at

CMAP that prepares the financial statements and CMAP relies on Baker Tilly for that service. A motion to accept the reports as presented was made by Dan Shea and seconded by Rae Rupp Srch. All in favor, the motion carried.

**6.0 Procurements**

A motion to approve the following procurements and contract approvals made by Mayor Marilyn Michelini, seconded by Mayor Al Larson and with all in favor, carried.

- An agreement between CMAP and Parsons Brinckerhoff (PB) for the services of Ron Eash to maintain and enhance CMAP's standard travel and emissions model in an amount not to exceed $25,000.
- A contact with Parsons Brinckerhoff in the amount of $499,685 for the transit modernization model development.
- A one-year contract with an option of four one-year renewals (based on performance and the level of approved funding) with New Amsterdam Ideas, LLC in the amount of $100,000 to develop an Online Data Sharing Hub. The five-year contract shall not exceed $360,000.
- A sole source contract in the amount of $45,000 with the Urban Land Institute (ULI) to conduct three site-specific redevelopment plans.

**7.0 Committee Reports**

Michael Gorman, Interim Chair of the Regional Coordinating Committee reported that the committee met December 14, 2011 and discussed three main items. The first, a discussion of a staff memo on performance based evaluation criteria and transportation funding, up for the Board's consideration, relates to several recommendations in the 2040 plan, including: 1) the importance of addressing the 55/45 split issue and 2) moving our highway and transit agencies toward more explicit evaluation criteria in their funding decisions. Staff presented a recommended process for IDOT toward a more performance based system that would create a regionally-driven process, in cooperation with the state, for determining priorities, criteria, and project selection. Staff also discussed RTA's recent efforts with its transit asset management system, and recommended aligning this process more closely to future programming decisions. The Committee generally supported the suggested process, and the committee emphasized that the way forward should be through a cooperative approach with IDOT and the RTA implementing these new processes, versus the route of state legislation. The committee discussed CMAP's state legislative principles and state agenda for the upcoming legislative session, based on staff's report, that is aligned to priorities established by GO TO 2040. Staff explained how it would use this framework to support, oppose, or remain neutral on legislation. The committee discussed some of the pros and cons of the staff approaches and focused attention on CMAP's role in handling issues of a sub-regional nature, a specific topic that staff will bring to the Board's attention. Lastly, the committee considered CMAP's federal legislative principles and agenda.

**8.0 Performance Based Evaluation Criteria and Transportation Funding**

CMAP staff Matt Maloney presented the concepts contained in the report included in the board packet, reporting that GO TO 2040 recommended the following implementation actions: that transportation funding decisions be based on transparent evaluation criteria; that metropolitan planning organizations (MPOs) be involved in developing the process;

and that the current 55/45 split be addressed. Maloney summarized recent staff efforts, explained IDOT's current approach to highway funding, reported findings on other states' performance-based systems, as well as transit capital allocation, touching briefly on RTA's capital programming and ways forward for a 3-step highway funding process. The Regional Coordinating Committee recommended that next steps involved a cooperative approach, working directly with IDOT and the RTA since both agencies can implement changes in their processes under their own initiative, without new legislation. A motion that the Board send a letter to IDOT and the RTA urging movement toward more performance based systems for transportation funding made by Mayor Al Larson, seconded by Rae Rupp Srch, and with all in favor, carried.

**9.0 CMAP's State Legislative Principles & Agenda**

CMAP staff Gordon Smith reported that CMAP's 2012 State Legislative Framework had previously been presented to the Regional Coordinating Committee, the Council of Mayors Executive Committee and the County Board Chairs and was developed to guide staff and inform partners, the Governor, legislators, state agency directors and others of CMAP's policy positions regarding legislative initiatives being discussed or introduced in the General Assembly. Smith explained the role of CMAP staff in considering approximately 2,000-3,000 bills each session, addressed concerns that had been raised by the Regional Coordinating Committee regarding initiatives with sub-regional benefit, and reported CMAP's legislative review process and development of a legislative working group that facilitates more regional stakeholder involvement in the process. Smith concluded that CMAP's 2012 State Legislative Agenda includes: CMAP funding, investing strategically in transportation and the creation of a regional freight authority. A motion to approve the State Legislative Agenda as presented made by Mayor Marilyn Michelini, was seconded by Rae Rupp Srch and with all in favor, carried.

**10.0 Federal Legislative Principles & Agenda**

Executive Director Blankenhorn reported that similar to what had just been approved the Federal Legislative Agenda helps communicate to federal legislators and other national policy makers CMAP's positions on national issues. A motion to approve the Federal Legislative Agenda as presented, made by Mayor Al Larson, seconded by Rae Rupp Srch and with all in favor, carried.

**11.0 Fiscal Year 2013 Unified Work Program (UWP) Process**

CMAP staff, Dolores Dowdle presented the Fiscal Year 2013 Unified Work Program (UWP) process, reported that there had been an increase in federal funding from $15.7 million to $18 million, that the call for proposals for both core and competitive programs (due February 1, 2012) had been issued and reviewed the remaining dates in the development of the FY 2013 UWP program concluding with approval by the Board and Policy Committee in June.

**12.0 Other Business**

There was no other business before the CMAP Board.

**13.0 Public Comment**

There were no comments from the public.

**14.0 Next Meeting**

The Board meets next on February 8, 2012 at 9:30 a.m.,

**15.0 Executive Session**

A motion to move to Executive Session to review prior meeting minutes was made by Dan Shea and seconded by Mayor Marilyn Michelini. All in favor the motion carried. At the conclusion of the executive session, Board Chair Mayor Bennett announced and a motion made by Dan Shea was seconded by Mayor Marilyn Michelini, to release the Board's Executive Session minutes of April 11, 2007; a motion by Mayor Al Larson was seconded by Rae Rupp Srch that other Board Executive Session minutes should remain confidential; and a motion by Rae Rupp Srch was seconded by Mayor Larson that after 18 months, the recording of the [April 11, 2007] meeting could be destroyed. All in favor, the motions carried.

**16.0 Adjournment**

At 10:48 a.m., a motion to adjourn was made by Elliott Hartstein and seconded by President Michael Gorman. All in favor, the motion carried.

Respectfully submitted,

Jill Leary, Chief of Staff

01-24-2012
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*Approved as presented by unanimous vote, February 8, 2012*