



MEMORANDUM

To: CMAP Board

Date: June 6, 2007

**From: Dolores Dowdle, Deputy Executive Director for Finance
and Administration**

Re: FY 2008 Budget

The FY 2008 budget has been developed to support fifteen core projects and with grants which have been awarded to CMAP. The budget report is separated into four sections:

- Section One: Summary of revenue and expenditures.
- Section Two: Detailed revenue sources.
- Section Three: Detailed expenditures.
- Section Four: Description of the core projects, proposed budget, staff requirements and revenue sources.

The tables reflect the FY 2006 actual revenue and expenditures for NIPC only, the combined approved FY 2007 budget for NIPC and CATS and the proposed FY 08 budget for CMAP. The proposed FY 2008 budget assumes the enactment of SB 1201, which provides funding for the comprehensive planning with \$3.5 million allocated to CMAP in FY 08. The comprehensive planning allocation is designated as the matching funds for the UWP.

The FY 2008 budget proposes full funding for the activities of the core projects. It is projected that the total staff (with the employees in the overhead account) will increase from 81 to 94.5 positions. The new positions are proposed in programming and operations – 3 positions; research and analysis – 1 position; economic community and development – 2.5 positions; external relations – 2 positions; and planning – 5 positions.

SECTION ONE: SUMMARY OF REVENUE AND EXPENDITURES

	NIPC FY 06	NIPC & CATS FY 07	CMAP FY 08
	Actual	Adopted 12/20/2006	Proposed
Revenues			
Federal	215,750	29,500	0
IDOT/FHWA	2,882,286	9,790,160	9,668,800
IEPA	1,009,688	477,700	332,000
ICF/US Forest Service	59,344	56,800	41,000
IDNR	29,229	385,600	465,000
IDCEO	29,673	100,000	0
Other Public Agencies	105,735	186,200	89,000
Foundations and Non-Public Agencies	572,255	263,200	147,000
State Allocation			3,500,000
Local Unrestricted	1,015,227	981,600	0
Product Sales, Fees & Interest	278,392	321,000	291,000
Total Revenues	6,197,579	12,591,760	14,533,800
Expenditures			
Personnel	2,836,867	7,138,100	8,257,673
Operating Expenses	1,805,039	2,943,500	2,029,928
Commodities	269,687	554,500	1,616,199
Local projects	89,272	50,700	0
Capital Expenses	0	70,000	0
Contractors	2,018,483	3,493,700	2,630,000
Total Expenditures	7,019,348	14,250,500	14,533,800
Non-Operations Revenue			
In-Kind Services	844,260	1,486,070	865,300
Pass Through Grants		2,580,490	2,759,800
Depreciation	61,083		

SECTION TWO: DETAILED REVENUE SOURCES

	NIPC FY 06	NIPC & CATS FY 07	CMAP FY 08
	Actual	Adopted 12/20/2006	Proposed
FEDERAL			
USEPA McHenry Co. ADID Revision		18,000	0
USEPA Lake Michigan Watershed		11,500	0
USEPA	40,918		
US Department of Commerce	174,832		
Total, Federal	215,750	29,500	0
STATE			
<u>IDOT/FHWA</u>			
IDOT/FHWA UWP FY 2007		3,170,160	0
IDOT/FHWA Supplemental FY 06		500,000	0
CATS/RPB UWP Support		6,120,000	0
IDOT/FHWA	2,882,286		9,668,800
Total, IDOT/FHWA	2,882,286	9,790,160	9,668,800
<u>IEPA</u>			
IEPA Water Quality Amendments		121,000	60,000
IEPA Sec 319 Fox Riv Ecosystem Partnership		62,000	20,000
IEPA Sec 319 Des Plaines Ecosystem Partnership		37,200	0
IEPA Sec 319 Fox/DesPI Riv, Ph III		47,500	68,000
IEPA Watershed Planning Guide		61,000	3,000
EIPA Watershed Basin Plan Upgrades		9,300	3,000
IEPA Sec. 319 Shoreline Restoration		12,000	5,000
IEPA FY 07 Poplar Creek Watershed Plan		19,700	0
IEPA FY 07 Volunteer Lake Monitoring Program		75,000	75,000
IEPA Kishwaukee River		33,000	98,000
IEPA	1,009,688	0	0
Total, IEPA	1,009,688	477,700	332,000
<u>ICF/US Forest Services</u>			
IL Consv Foundation Green Infrastructure		31,200	16,000
IL Consv Found-BMP Demonstration		10,000	0
IL Consv Found Sustainability Team Coordination		3,500	25,000
IL Consv Found Sustainability Team Coord. '07		12,100	0
IL Consv Foundation	59,344	0	0
Total, ICF/US Forest Services	59,344	56,800	41,000

Section Two: Detailed Revenue Sources (Continued)

	NIPC FY 06 Actual	NIPC & CATS FY 07 Adopted 12/20/2006	CMAP FY 08 Proposed
<u>IDNR</u>			
IDNR Water Supply		300,000	450,000
IDNR Conservation 2000 Outreach and TA		26,100	0
IDNR Upper Despl. River		5,000	0
IDNR Greenways Plan		21,100	0
IDNR Lake Biodiversity Pilot		33,400	15,000
IDNR	29,229	0	0
Total, IDNR	29,229	385,600	465,000
<u>IDCEO</u>			
IDCEO	29,673	0	0
IL Dept of Commerce & Economic Opportunity		100,000	0
Total, IDCEO	29,673	100,000	0
OTHER PUBLIC AGENCIES			
U of I-Chicago Seagrant-Paint-Town-Watercolors		28,700	0
U of I	21,887	0	0
IIT Water Resources	2,000	6,900	19,000
Cook County FPD 0 Maple Lake ICLP, Phase 2	12,082	69,900	70,000
City of Chicago Stormwater Management		30,000	0
SSMMA-Calument River Development Project	14,502	37,400	0
Chicago Wilderness/SETF	9,931	1,300	0
Imagine McHenry County	2,061	12,000	0
National Trust for Historic Preservation	600	0	0
Chicago Department of Environment	31,335	0	0
Forest Preserve District of Will County	3,900	0	0
Village of Beecher	7,437	0	0
Total, Other Public Agencies	105,735	186,200	89,000
FOUNDATIONS AND NON-PUBLIC AGENCIES			
MacArthur Foundation - Seamless Web	560,785	10,200	0
MacArthur Foundation - Full Circle		253,000	147,000
Alliance for the Great Lakes	2,750	0	0
Corporation for Open Lands	8,720	0	0
Total, Foundations and Non-Public Agencies	572,255	263,200	147,000
STATE ALLOCATION			
State Allocation		842,500	3,500,000

Section Two: Detailed Revenue Sources (Continued)

	NIPC FY 06 Actual	NIPC & CATS FY 07 Adopted 12/20/2006	CMAP FY 08 Proposed
LOCAL UNRESTRICTED (VOLUNTARY CONTRIBUTIONS)			
County of Cook		152,000	0
Other Counties		200,000	0
City of Chicago		120,000	0
Other Municipalities		325,000	0
Forest Preserve Districts		22,000	0
Park Districts		10,000	0
Metropolitan Water Reclamation District		78,000	0
Other Sanitary Districts		11,000	0
Illinois State Toll Highway Authority		14,500	0
Regulation Transportation Authority		43,000	0
Corporations and Foundations		500	0
Subscribers		5,600	0
Total, Local Unrestricted	1,015,227	981,600	0
PRODUCT SALES, FEES AND INTEREST			
Publications Sales		15,000	10,000
Data Sales and ArcView Training		5,000	5,000
Interest Income		45,000	25,000
Facility Planning Area Fees		250,000	250,000
Peters Fellowship Fund Endowment Transfer		5,000	0
Memberships and Sponsors		1,000	1,000
Annual Conference - Contributions		0	0
Total, Product Sales, Fees and Interest	278,392	321,000	291,000
TOTAL REVENUES	6,197,579	12,591,760	14,533,800

Section Two: Detailed Revenue Sources (Continued)

	NIPC FY 06 Actual	NIPC & CATS FY 07 Adopted 12/20/2006	CMAP FY 08 Proposed
NON-OPERATIONS REVENUE			
PASS THROUGH			
IDOT Council of Mayors		1,102,890	1,461,800
IEPA Sec 319 Fox Riv, Ph. II		432,000	100,000
IEPA Sec 319 Des Plaines Ecosystem Partnership		332,900	0
IEPA Sec 319 Fox/DesPI Riv, Ph III		337,000	1,100,000
EIPA Watershed Basin Plan Upgrade		192,700	0
IEPA Sec 319 Long Lk. Shoreline Restoration		115,000	10,000
MacArthur Foundation - Seamless Web		68,000	88,000
Total, Pass Through		2,580,490	2,759,800
IN-KIND SERVICE			
IDOT/FHWA UWP FY 2007		458,770	0
IEPA Section 319, Fox River, Ph I		207,700	42,000
IEPA Section 319, Des Plaines Ecosystem		263,600	0
IEPA Fox/DesPI River, Ph III		273,000	816,000
IEPA Watershed Plan Upgrades		107,700	
IEPA Section 319, Long Lk Shoreline Restoration		94,100	4,000
ICF/CW Implementing		21,700	
IEPA Poplar Creek		12,900	
IDNR Upper Despl. River		25,000	
IDNR Lake Biodiversity		21,600	3,300
Total, In-Kind Service	844,260	1,486,070	865,300

SECTION THREE: DETAILED EXPENDITURES

	NIPC FY 06	NIPC & CATS FY 07	CMAP FY 08
	Actual	Adopted 12/20/2006	Proposed
Personnel			
Salaries	2,290,174	5,460,900	6,274,423
IMRF and Social Security	367,748	1,147,200	1,270,571
Hospitalization & Dental insurance	153,381	460,000	636,854
Unemployment compensation insurance	11,181	38,000	25,000
Worker's compensation insurance	9,145	25,000	25,000
Other fringe benefits	5,238	7,000	25,825
TOTAL, PERSONNEL	2,836,867	7,138,100	8,257,673
Operating Expenses			
Auditing Services	14,865	40,000	25,000
Agency association dues	9,800	30,000	20,000
Staff association memberships	26,417	30,000	42,000
Employment expenses	7,012	30,000	25,000
General insurance	8,662	24,000	20,000
Legal services	26,737	50,000	30,000
Office equipment leases	18,632	40,000	30,000
Office equipment maintenance	12,769	100,000	10,000
Software maintenance/licenses	115,974	347,000	65,000
Office maintenance	15,683	40,000	10,000
Printing & Copier supplies	5,690	15,000	12,000
Outside reproduction	85,068	210,000	180,000
Fiscal management expense	5,320	15,000	10,000
Postage	22,631	140,000	75,000
Office Lease	1,310,811	1,060,000	1,103,491
Storage	6,250	10,000	13,000
Moving Expense	6,337	1,000	0
Telecommunications & data communications	64,164	60,000	80,000
Temporary personnel services	16,246	15,000	0
Utilities	23,957	50,000	45,000
Legal and bid notices	261	14,000	8,000
Courier services	1,660	10,000	1,000
Data communication (project)	95	12,500	0
Fund Balance		600,000	225,437
TOTAL, OPERATING EXPENSES	1,805,039	2,943,500	2,029,928

Section Three: Detailed Expenditures (Continued)

	NIPC FY 06 Actual	NIPC & CATS FY 07 Adopted 12/20/2006	CMAP FY 08 Proposed
COMMODITIES			
Miscellaneous	19,942	25,000	38,199
Meeting expenses	34,405	50,000	92,000
Publications	5,048	12,000	10,000
Software	47,840	105,000	414,000
Data Acquisition	8,166	8,000	650,000
Conference Registrations	16,283	67,500	59,000
Supplies, Office	30,287	80,000	88,000
Copy Center Supplies	6,415	10,000	15,000
Non-capitalized Equipment	23,600	20,000	43,000
Staff Training	10,546	60,000	79,000
Travel	67,155	117,000	128,000
TOTAL, COMMODITIES	269,687	554,500	1,616,199
CAPITAL EXPENDITURES	0	70,000	0
SUBCONTRACTS			
Project	1,829,559		2,630,000
Overhead	66,744		0
Local	122,180		0
TOTAL, SUBCONTRACTS	2,018,483	3,493,700	2,630,000
LOCAL EXPENDITURES (Non-Grant or Project)			
Postage	8,594	2,500	0
Outside Reproduction	2,433	1,200	0
Temporary Personnel	9,147		0
Legal Expenses	4,000	0	0
Legal Bid Notices	3,576	1,000	0
Meeting Expenses	28,076	17,000	0
Commissioner Travel	21,503	15,000	0
Interest Expenses	2,905	7,500	0
Miscellaneous	7,827	5,000	0
Credit Card Processing Fees	1,211	1,500	0
TOTA, LOCAL EXPENDITURES	89,272	50,700	0
TOTAL EXPENDITURES	7,019,348	14,250,500	14,533,800
NON-OPERATIONS REVENUE			
IN-KIND SERVICES	844,300	1,486,070	865,300
PASS THROUGH	844,260	1,486,070	3,625,100

SECTION FOUR: DESCRIPTION OF THE CORE PROJECTS, PROPOSED BUDGET, STAFF REQUIREMENTS AND REVENUE SOURCES

POLICY DEVELOPMENT

The policy development project will provide research, analysis and development of policies to support, promote and integrate transportation and land use planning. This project will also coordinate the policy development activities across all functions of the agency.

	Proposed FY 08
Personnel Months	40
EXPENDITURE	
Personnel	359,411
Commodities	9,000
Subcontracts	25,000
Indirect Charge	165,290
Total, Policy Development	558,701
REVENUE	
UWP	313,600
UWP Match	78,400
General Fund	166,701
Total, Revenue	558,701

PLAN AND SCENARIO DEVELOPMENT

The plan and scenario development project implements our mission to integrate transportation and land-use planning. The project will develop the methodology, data and information resources, modeling and planning tools and engagement process to create a Regional Comprehensive Plan.

Proposed FY 08

Personnel Months 72

EXPENDITURE

Personnel	532,638
Commodities	16,979
Subcontracts	300,000
Indirect Charge	244,955
Total, Plan and Scenario Development	1,094,572

REVENUE

UWP	704,000
UWP Match	176,000
General Fund	214,572
Total, Revenue	1,094,572

URBAN SYSTEM MODELING

The urban system modeling project maintains and advances industry practice of mathematically simulating and forecasting the interaction of public policy decisions and private behavior. State-of-the-practice travel demand modeling is maintained in order to effectively predict the outcome of transportation investment decisions. Expanding the scope of modeling to predict land use outcomes is part of a larger effort to establish a set of policy responsive modeling and forecasting tools for regional planning. Specific applications of advanced practice transportation modeling to management and operations planning and evacuation scenario planning are being pursued. The current travel models are “state-of-the-practice” but must be maintained and improved for use in demonstrating air quality conformity. The models are also a reliable and trusted source for transportation project planning and engineering work.

Proposed FY 08

Personnel Months	24
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EXPENDITURE

Personnel	174,298
Commodities	21,627
Subcontracts	650,000
Indirect Charge	80,158
Total, Urban System Modeling	926,083

REVENUE

UWP	740,000
UWP Match	185,000
General Fund	1,083
Total, Revenue	926,083

TRANSPORTATION IMPROVEMENT PROGRAM

This project develops the region's Transportation Improvement Program (TIP). The region, through the MPO, is required to develop and maintain a fiscally constrained TIP which is conformed to the State's Implementation Plan to attain national air quality standards. In addition to the fiscal and air quality considerations, other federal and good planning elements are addressed within the TIP. An important element of the TIP is the programming of the Congestion Mitigation and Air Quality Improvement Program.

Proposed FY 08

Personnel Months 102

EXPENDITURES

Personnel	769,319
Operating Expenses	26,000
Commodities	50,879
Indirect Charge	353,802
Total, Transportation Improvement Program	1,200,000

REVENUE

UWP	960,000
UWP Match	240,000
General Fund	0
Total, Revenue	1,200,000

STRATEGIC TRANSPORTATION INITIATIVES

The strategic initiatives project addresses the need to effectively manage the region's transportation system. The management and operational strategies developed will include intelligent transportation systems and bicycle and pedestrian policies. Tasks within this project will also provide highway and transit assistance to project implementers, including support for transit New Starts projects. Efforts to improve the safety of the transportation system will be included in this project.

Proposed FY 08

Personnel Months 118

EXPENDITURE

Personnel	890,368
Operating Expenses	30,000
Commodities	120,161
Subcontracts	250,000
Indirect Charge	409,471
Total, Strategic Transportation Initiatives	1,700,000

REVENUE

UWP	1,360,000
UWP Match	340,000
General Fund	0
Total, Revenue	1,700,000

ENVIRONMENTAL INITIATIVES

The environmental initiatives project addresses the multitude of issues our region faces in protecting and enhancing our natural resources. This includes increased emphasis of the environmental impacts of transportation planning decisions as well as more robust analysis of environmental issues.

	Proposed FY 08
Personnel Months	36
EXPENDITURE	
Personnel	271,782
Operating Expenses	3,000
Commodities	13,000
Subcontracts	20,000
Indirect Charge	137,032
Total, Environmental Initiatives	444,814
REVENUE	
UWP	72,000
UWP Match	18,000
IEPA Water Quality Amendments	60,000
FPA Fees	250,000
General Fund	44,814
Total, Revenue	444,814

WATERSHED AND ENVIRONMENT PLANS

The Watershed and Environment Plans project is in collaboration with local stakeholders including municipal decision makers. CMAP coordinates community-based watershed planning initiatives that seek to conserve and/or remediate water quality and other natural resources. Watershed planning is increasingly being used to support other State programs that are designed to either promote resource stewardship or comply with federal and state environmental laws or both.

Proposed FY 08

Personnel Months 42

EXPENDITURE

Personnel	316,019
Operating Expenses	35,000
Commodities	11,000
Subcontracts	10,000
Indirect Charge	145,334
Total, Watershed and Environment Plans	517,352

REVENUE

General Fund	100,352
IEPA Sec Fox River, Phase II	20,000
IEPA Sec Fox River, Phase III	68,000
IEPA Watershed Based-Planning	3,000
IEPA Watershed Basin Planning	3,000
IEPA Shoreline Restoration	5,000
IEPA FY 08 VLMP	75,000
IEPA Kishwaukee River	98,000
ICF Green Infrastructure	16,000
IDNR Lake Biodiversity Pilot	15,000
ICF Sustainability Team Coord.	25,000
IIT Water Resources	19,000
Cook County FPD Maple Lake	70,000
Total, Revenue	517,352

WATER SUPPLY STUDY

The Water Supply Study project fulfills Governor Blagojevich's Executive Order 2006-1 with CMAP working in conjunction with the Illinois Department of Natural Resources, Office of Water. CMAP will convene, lead, and support a new Regional Water Supply Planning Group (RWSPG) that is responsible for plan recommendations, develop water-demand scenarios to 2050 using expanded population projections, facilitate outreach and education, and ultimately produce a regional water supply plan in coordination with the RWSPG for the eleven-county water planning region.

Proposed FY 08

Personnel Months	36
EXPENDITURE	
Personnel	267,793
Operating Expenses	35,000
Commodities	54,051
Subcontracts	70,000
Indirect Charge	123,155
Total, Water Supply Study	550,000
REVENUE	
IDNR Water Supply	550,000
Total, Revenue	550,000

DATA COLLECTION

The data collection project includes tasks needed to prepare primary datasets that originate with CMAP as well as those developed by other sources. The data collection is an important aspect of CMAP's expanded planning responsibilities. It permits the integration of environmental, transportation, housing, economic development, socio-economic and land use planning data. These efforts will be critical to establishing base datasets for evaluating projects of regional significance.

Proposed FY 08

Personnel Months	84
EXPENDITURE	
Personnel	593,457
Commodities	583,618
Subcontracts	500,000
Indirect Charge	272,925
Total, Data Collection	1,950,000
REVENUE	
UWP	1,560,000
UWP Match	390,000
General Fund	0
Total, Revenue	1,950,000

DATA ANALYSIS AND EVALUATION

The data analysis and evaluation project provides internal and external data interpretation for use in plan development. Data analysis and evaluation tasks provide systematic quantitative baseline and scenario assessments of future regional planning scenarios. This will provide decision makers with an objective assessment of the outcomes of policy actions under consideration.

Proposed FY 08

Personnel Months	42
EXPENDITURE	
Personnel	294,819
Commodities	69,596
Subcontracts	200,000
Indirect Charge	135,584
Total, Data Analysis and Evaluation	700,000
REVENUE	
UWP	400,000
UWP Match	100,000
General Fund	200,000
Total, Revenue	700,000

DATA EXCHANGE AND DISSEMINATION

The data exchange and dissemination project are tasks needed to facilitate the electronic exchange of raw data within and between CMAP and other agencies and organizations. Establishing strong and robust data exchange agreements and protocols between governments and organization is critical to maintaining current and credible planning data resources.

Proposed FY 08

Personnel Months	30
EXPENDITURE	
Personnel	211,670
Commodities	50,985
Subcontracts	100,000
Indirect Charge	97,345
Total, Data Exchange and Dissemination	460,000
REVENUE	
UWP	368,000
UWP Match	92,000
General Fund	0
Total, Revenue	460,000

INFORMATION TECHNOLOGY MANAGEMENT

The Information Technology Management project designs, acquires, deploys and manages the computing, telecommunications and data resources at CMAP. We will enhance our local area network, Web services and telecommunication links in order to function effectively and efficiently.

Proposed FY 08

Personnel Months 30

EXPENDITURE

Personnel	211,670
Commodities	270,985
Subcontracts	250,000
Indirect Charge	97,345
Total, Information Technology Management	830,000

REVENUE

UWP	664,000
UWP Match	166,000
General Fund	0
Total, Revenue	830,000

COORDINATED OUTREACH

The coordinated outreach project will effectively communicate and engage elected officials, agency partners and the residents of northeast Illinois on CMAP and regional planning issues and initiatives to provide them with current, accurate information to make better informed decisions. This project will facilitate the region's participation in the transportation and comprehensive planning process.

Proposed FY 08

Personnel Months 160

EXPENDITURE

Personnel	1,241,120
Operating Expenses	31,000
Commodities	85,000
Subcontracts	205,000
Indirect Charge	570,778
Total, Coordinated Outreach	2,132,898

REVENUE

UWP	1,616,000
UWP Match	404,000
General Fund	112,898
Total, Revenue	2,132,898

TECHNICAL ASSISTANCE

The technical assistance project provides direct assistance to local agencies and officials to support coordination and consistency between local plans and regional planning efforts.

Proposed FY 08

Personnel Months 66

EXPENDITURE

Personnel	481,629
Operating Expenses	40,000
Commodities	91,875
Subcontracts	20,000
Indirect Charge	221,496
Total, Technical Assistance	855,000

REVENUE

UWP	668,000
UWP Match	167,000
General Fund	20,000
Total, Revenue	855,000

CMAP & MPO COMMITTEE SUPPORT

The CMAP and MPO Committee support project provides staff support to the CMAP Board, the MPO and the committees that report to both policy boards.

	Proposed FY 08
Personnel Months	24
EXPENDITURE	
Personnel	222,307
Operating Expenses	16,000
Commodities	33,443
Subcontracts	30,000
Indirect Charge	102,237
Total, CMAP & MPO Committee Support	403,987
REVENUE	
UWP	243,200
UWP Match	60,800
General Fund	99,987
Total, Revenue	403,987

OVERHEAD SUPPORT

The overhead support provides the administrative functions for CMAP. The costs are distributed to the projects based on a percentage of direct personnel costs. The indirect cost rate for FY 06 was 143.81%. It is projected the indirect cost rate for FY 08 is 45.99%.

	Proposed FY 08
Personnel Months	19
EXPENDITURE	
Personnel	1,419,372
Operation Expenses	1,554,491
Commodities	171,000
Total, Overhead	3,144,863
REVENUE	
Project Reimbursements	3,156,906
General Fund	0
Total, Revenue	3,156,906