Call to Order and Introductions

Agenda Changes and Announcements

Approval of Minutes—March 10, 2021

Executive Director’s Report

Procurements and Contracts for Approval

Committee Reports
7.0 State and Federal Legislative Update
7.1 Staff will provide an update on relevant federal legislative activities.
ACTION REQUESTED: Information
7.2 Staff will present a comprehensive review of current measures being considered by the Illinois General Assembly that correspond to or have an impact on the region and strategies outlined in ON TO 2050. Staff will also be available to respond to inquiries about recent developments.
ACTION REQUESTED: Approval

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
The Board is scheduled to meet next on May 12, 2021.

11.0 Adjournment

Chicago Metropolitan Agency for Planning Board Members:

___Gerald Bennett, Chair  ___Jim Healy  ___Matthew Walsh
___Rita Athas  ___John Noak  ___Diane Williams
___Frank Beal  ___Rick Reinbold
___Matt Brolley  ___Nancy Rotering  ___Leanne Redden
___Maurice Cox  ___Carolyn Schofield  ___Abolfazl Mohammadian
___Karen Darch  ___Anne Sheahan
Agenda Item No. 3.0

Chicago Metropolitan Agency for Planning (CMAP)
DRAFT
Board Meeting Minutes
March 10, 2021

Computer, tablet or smartphone:
https://zoom.us/j/7283344601

telephone:
+13126266799,,7283344601#

Board Members Present: Gerald Bennett, Chair-representing southwest Cook County, Rita Athas-representing the City of Chicago, Frank Beal-representing the City of Chicago, Karen Darch-representing northwest Cook County, Jim Healy-representing DuPage County (via tele), John Noak-representing Will County, Rick Reinbold-representing south suburban Cook County, Nancy Rotering-representing Lake County, Carolyn Schofield-representing McHenry County, Anne Sheahan-representing the City of Chicago, Matthew Walsh-representing west central Cook County (via tele), Diane Williams-representing Cook County, and non-voting members Leanne Redden-representing the MPO Policy Committee and Abolfazl Mohammadian-representing the Office of the Governor

Board Members Absent: Matt Brolley-representing Kane/Kendall Counties, Maurice Cox-representing the City of Chicago

Staff Present: Erin Aleman, Amy McEwan, Angela Manning-Hardimon, Kathy Lane, Laura Wilkison, Stephane Phifer, Gordon Smith, Martin Menninger, Todd Schmidt, Lindsay Hollander, and Sherry Kane

1.0 Call to Order and Introductions
CMAP Board Chair Mayor Bennett called the meeting to order at approximately 9:32 a.m., read the governor’s disaster declaration, reminded the members that the meeting was being live-streamed, and asked Executive Director Erin Aleman to call the roll.

<table>
<thead>
<tr>
<th>Mayor Bennett</th>
<th>Present</th>
<th>Rita Athas</th>
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<td>Abolfazl Mohammadian</td>
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2.0 Agenda Changes and Announcements
There were no agenda changes

3.0 Approval of Minutes
A motion to approve the minutes of the February 10, 2021, meeting of the CMAP Board as presented was made by Mayor Karen Darch, seconded by Diane Williams, and a roll call vote followed:

<table>
<thead>
<tr>
<th>Mayor Bennett</th>
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The motion carried.

4.0 Executive Director’s Report
Executive Director Erin Aleman’s report included updates on the following: mobility recovery task force committee meetings; Cook County transit plan steering committee; the joint CMAP-RTA call for projects; a recent transportation analysis update; CMAP Talks webinar: International Women’s Day; and local dues.

5.0 Procurements and Contract Approvals
Deputy Executive Director for Finance and Admin, Angela Manning-Hardimon presented the following procurements and contract approvals: south suburban Cook County truck routing and communities study contract to CivilTech Engineering, Inc., in an amount not to exceed $299,793.00; a sole-source contract with BakerTilly for compensation study services in an amount not to exceed $35,760.00; a consultant contract approval to develop a Diversity, Equity, and Inclusion roadmap to Aon Consulting (through GSA) in an amount not to exceed $116,000.00; a contract approval for equitable engagement program development to the Center for Neighborhood Technology in an amount not to exceed $500,000.00; and finally, a vendor limit increase approval for the contract with Wright Heerema Architects in the amount of $10,300.00, for a total contract not to exceed $266,223.00.
A motion to approve the procurements as presented was made by Mayor John Noak, seconded by Deputy Mayor Sheahan, and a roll call vote followed:

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The motion carried.

6.0 FY 2022 Unified Work Program (UWP) / FY 2022 Budget and Workplan
Deputy Executive Director for Finance and Admin, Angela Manning-Hardimon presented the FY 2022 Unified Work Program (considered by both CMAP’s Coordinating and Transportation committees that recommended approval), and the FY 2022 Budget and Workplan (presented in February as draft) for approval.

A motion to approve the materials as presented was made by Mayor John Noak, seconded by President Rick Reinbold, and a roll call vote followed:

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The motion carried.

7.0 Asset Condition and Safety Targets
CMAP Staff Martin Menninger and Todd Schmidt summarized the proposed regional targets that are required under MAP-21 and the FAST Act—2022 Transit Safety Targets, and 2021 Pavement Condition Targets Update—and requested approval of both.

A motion to approve the 2022 Transit Safety Targets and the 2021 Pavement Condition Targets Update, as presented was made by Mayor Nancy Rotering, seconded by Mayor Karen Darch, and a roll call vote followed:

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The motion carried.
8.0 Equity in Fees, Fines, and Fares
CMAP staff Lindsay Hollander presented the analysis, findings, and recommendations of CMAP’s Equity in Transportation Fees, Fines, and Fares project, the first comprehensive analysis on residents and households with low income. Following the presentation, the board discussed the following questions: are the recommendations applicable to your community? Are there efforts in your community CMAP should build upon to implement the recommendations?

9.0 State and Federal Legislative Update
Briefly, Executive Director, Erin Aleman gave an update of recent state legislative activities, reporting that a written report would be prepared in April, and that staff were on the line to answer any questions.

10.0 Other Business
There was no other business before the CMAP Board.

11.0 Public Comment
There were no public comments

12.0 Next Meeting
The Board is scheduled to meet next on April 14, 2021.

13.0 Adjournment
At approximately 10:47 a.m., a motion to adjourn by Mayor John Noak, seconded by President Rick Reinbold, and with all in favor, carried.

Respectfully submitted,

Sherry Kane, EA

03-31-2021
/stk
MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: April 7, 2021

Re: Contract Approval for Enterprise Resource Planning System

The Chicago Metropolitan Agency for Planning (CMAP) sought a qualified consultant to conduct a needs assessment for an Enterprise Resource Planning (ERP) system that the agency uses to support the budget and financial transactions for the Agency. The selected consultant will evaluate current processes and systems, both manual and automated, and recommend improvements. Based on the results of this work, the selected consultant will be required to either assist in the reconfiguration of the current system (presently CMAP uses an Option II system) or assist in the identification, selection, and implementation of a new ERP system (Option III), in addition to overall project management services.

Review Process
A Request for Proposals (RFP) was sent to potential consultants and posted to the CMAP website on August 27, 2020. On October 9, 2020, CMAP received proposals from thirteen consulting firms: Avero, Baker Tilly, BerryDunn, Bright Morning, FTI, Guidehouse, Isomerous, KPMG, McKinsol, Plante Moran, RSM, SoftResources, and Zco.

The selection team members each independently scored the proposals based on the following criteria:

1. The demonstrated record of experience of the consultant as well as identified staff in providing the professional services identified in this scope of work, including addressing the topical issues identified in Phase I and Phase II A and B of the Scope of Services.
2. The quality of the proposal's independent articulation of the scope of work and understanding of project objectives.
3. The quality and relevance of the examples of similar work.
4. Cost to CMAP, including consideration of all project costs and per-hour costs.

The individual scores of the selection team members were combined to develop a final composite score for each proposal. The composite score for each firm that was not interviewed
can be found in Table 1. The composite score for interviewed firms can be found in Table 2, below:

### Table 1. Non-Interviewed Firms

<table>
<thead>
<tr>
<th>Selection Criteria</th>
<th>FTI</th>
<th>Guidehouse</th>
<th>Isomerous</th>
<th>KPMG</th>
<th>McKinsey</th>
<th>RSM</th>
<th>Zco</th>
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<tr>
<td>Demonstrated record of experience of the consultant as well as identified staff</td>
<td>40</td>
<td>13</td>
<td>18</td>
<td>26</td>
<td>13</td>
<td>29</td>
<td>12</td>
</tr>
<tr>
<td>The consultant’s experience with implementing multiple Tier 1 and Tier 2 ERPs with integrated solutions in payroll and project management</td>
<td>30</td>
<td>6</td>
<td>12</td>
<td>20</td>
<td>10</td>
<td>14</td>
<td>9</td>
</tr>
<tr>
<td>The quality and relevance of the examples of similar work.</td>
<td>10</td>
<td>3</td>
<td>3</td>
<td>7</td>
<td>3</td>
<td>5</td>
<td>2</td>
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<tr>
<td>Cost to CMAP*</td>
<td>20</td>
<td>5</td>
<td>3</td>
<td>7</td>
<td>5</td>
<td>12</td>
<td>3</td>
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<tr>
<td>Total</td>
<td>100</td>
<td>27</td>
<td>36</td>
<td>60</td>
<td>31</td>
<td>60</td>
<td>50</td>
</tr>
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</table>

*Cost score was based upon Option I quotes. Options II and III were not included in these scores.*

Interviews were held with the top five consultant teams from January 26 to February 4, 2021. At the completion of the interviews, the selection team debriefed and narrowed the field to two
vendors: BerryDunn and Plante Moran. These two vendors best met our service requirements outlined in the RFP and the proposed teams that best suited the needs of this project. A series of follow up questions based on the first interviews were sent to the top two vendors. After review of the responses, the selection team held an open conversation interview with vendors on March 16, 2021. The conversations focused on gaining more insight on the vendor’s responses to project management integration and change management questions. Additionally, reference calls were completed for both vendors, and both vendors received favorable recommendations.

After these interviews, the Team recommended **BerryDunn** as the consultant for this ERP assessment project. BerryDunn is a nationally recognized independent management and information technology (IT) consulting firm with a dedicated Government Consulting Practice that focuses on serving state, local, and quasi-governmental agencies. Their team members bring valuable perspectives from their experiences providing project and systems planning, project management, business process improvement services, organizational assessments, staffing analyses, and efficiency consulting services for Tier 1 and Tier 2 ERP systems.

BerryDunn also presented a very experienced project manager in ERP implementation, and an experienced team in PROSCI change management that will be instrumental to selecting a new ERP System.

Plante Moran submitted a competitive proposal as well. The technical outline of the services for both phases and options would also fit the needs of the project. The proposed team’s Project Manager had great experience that aligns to the needs of CMAP. However, the selection team felt the Plante Moran’s change management approach would not work well within our Agency due to proposed approach and team selection. Therefore, the selection team chose to recommend BerryDunn.

It is recommended that the Board approve a contract with BerryDunn to perform the ERP assessment services, and once determined, reconfiguration of its existing system or the selection and implementation of a new system, for a not- to- exceed amount of $490,000. The cost of the project could range from Option I – needs assessment at $50,310 to Option II – reconfiguration of the current system at $240,068 to Option III - new system implementation at $443,358 with 10% contingency for a total of $490,000. The duration of the project will depend on the system recommendation selected and implemented. Support for this project will be provided by FY21, FY22 and FY23 UWP funds.

**ACTION REQUESTED:** Approval
MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: April 7, 2021

Re: Cost Increase for Grade Crossing Feasibility Studies

On November 13, 2019, the CMAP Board approved a contract with Jacobs Engineering Group, Inc., for grade crossing feasibility studies in the amount of $300,000. The studies consist of extensive outreach and engagement, an existing conditions analysis, the identification of the project’s purpose and need, and an alternatives screening. These activities are federally coordinated using the federal Planning and Environmental Linkages process to prepare analyses that may be carried forward to any subsequent engineering studies. The intent of the feasibility studies is to create a pipeline of ready-to-go infrastructure improvement projects to reduce delay at grade crossings.

Work on the first grade crossing study, at Laraway Road in Will County, encountered issues raised in federal reviews concerning project purpose, and need and alternatives for traffic operations at the nearby intersection of Laraway Road at Illinois Route 53, requiring additional time and funds for the feasibility study to reach a “go or no-go” decision point.

Staff is seeking Board approval for an additional $49,900 in the contract amount, bringing the total contract amount to $349,900. Support for this cost increase is included in the FY2022 Operating budget.

ACTION REQUESTED: Approval
MEMORANDUM

To: CMAP Board
From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration
Date: April 7, 2021
Re: Sole Source Contract Urban Land Institute (ULI)

This procurement aims to support local planning projects by providing a mechanism by which CMAP can effectively engage development experts in the technical assistance the agency provides to communities throughout the region. Through the Urban Land Institute (ULI), the real estate development community provides a unique perspective and expertise on market feasibility and industry trends that impact local transportation needs. ULI provides advice and guidance on prioritizing transportation projects and land use recommendations to attract private investment.

ULI is uniquely capable of providing this knowledgeable, respected, and unbiased, direct connection between communities and the development industry for meaningful discussions. ULI is a membership-based, non-profit global research and education firm focusing on providing leadership for “the responsible use of land and in creating and sustaining thriving communities worldwide.” As a 501(c)(3) supported by a local and national membership base, ULI can provide objective technical assistance and support to a wide range of local communities and agencies such as CMAP.

The developer panel approach has consistently proven to be an efficient and effective way to bring expertise CMAP staff does not have to local communities. ULI’s unique approach and resources are a nationally tested and well-respected method to engage development experts in planning and plan implementation processes. Critical to a developer panel’s success is convening knowledgeable, respected, and unbiased private developers, allowing for honest and meaningful discussions between communities and the development industry. Their membership base allows ULI to access a wide range of development expertise in the region and can customize each discussion to a specific community’s needs and goals. Staff explored other similar organizations but found that these organizations do not offer this type of service. The Urban Land Institute currently provides this unique service, which has been tested and utilized to develop meaningful results for the region’s community partners.
The ULI price proposal is the best price compared to the hourly rates for traditional planning consultant services, similar services provided by ULI in other regions, and the time and effort required to coordinate and execute a successful developer dialogue in-house.

ULI is uniquely positioned to convene representatives of the private development community for discussions that provide realistic guidance and advice that would otherwise not be available to a community. ULI provides this unique service in the Chicago region for a low cost that covers time and effort without profit. As part of their membership to the organization, the developers that participate in these discussions volunteer their time; therefore, there are no reimbursement costs associated with the development experts. As a non-profit organization, ULI’s established practice precludes them from responding to requests for proposals on for-profit services. Therefore, if the sole source is not approved, ULI would be unable to provide the service; and it would not be feasible or cost-effective for CMAP to convene development expert panels to offer this perspective.

CMAP has previously approved a sole source contract with ULI for an identical purpose in August of 2016. All work related to that contract has been completed. ULI’s service provides unique benefits to the communities CMAP works with through our technical assistance projects involving transportation and land use planning and implementation challenges. Therefore, a sole source procurement is justified.

Further detail on scope of services
CMAP proposes to establish a contractual partnership with the Urban Land Institute (ULI) to provide guidance and advice to communities that have completed CMAP technical assistance projects on ways to attract investment and strengthen developer connections. ULI will provide this service in one of two ways: a Developer Dialogue during or after the completion of a technical assistance project, or as a Technical Assistance Panel (TAP). CMAP proposes to initiate the contract at a level of $40,000, which is suitable to fund up to 10 Developer Dialogues (at $4,000 each), two full TAPs (at $20,000) over a two-year period, or some combination thereof not to exceed $40,000. CMAP will identify the municipal partners through the technical assistance competitive call for projects process.

Menu of Services
CMAP proposes to establish a contractual partnership with the Urban Land Institute (ULI) to provide guidance and advice to communities on ways to attract investment, strengthen developer connections, and address local economic development and capacity issues. ULI will provide this service in one of two ways: a Developer Dialogue focused on a specific topic or focus area with a single community or group of communities, or as a Technical Assistance Panel (TAP) focused on a specific subarea, corridor, or key redevelopment site within a community. CMAP proposes a contract not to exceed $40,000.

Developer Dialogue ($4,000)
CMAP will work with ULI to coordinate at least one panel of 3-5 development experts to meet (virtually or in-person, depending on the circumstances throughout the life of the contract) with a community or group of communities for a discussion focusing on a specific topic or topics related to transportation and land use planning, local and regional economic development and COVID-19 recovery. The discussion will focus on previous planning efforts, the effects of
COVID-19 on the local economy, and potential projects or efforts to undertake in the near-term, mid-term, and long-term to boost capacity and economic development in the community, communities, or subregion of focus.

Deliverable: Summary Memo written by CMAP staff outlining the key recommendations from the discussion. The ULI panelists and community will review a draft of the report prior to finalizing.

Technical Assistance Panel ($15,000 - $20,000)
CMAP will identify at least one project that may benefit from continued and/or follow-up assistance in the form of a Technical Assistance Panel (virtually or in-person, depending on the circumstances throughout the life of the contract) that focuses on a specific subarea, corridor, or key redevelopment site within a community. A TAP is a more intense planning exercise that includes a team of volunteer professionals--architects, engineers, planners--community staff, ULI staff, CMAP staff and community stakeholders to assess the existing conditions of the study area, devise a problem statement, and focus on key solutions, recommendations and implementation strategies. The central part of a TAP typically involves a two-day intensive working session with a panel of experts assembled by ULI. After considerable interactive discussion among panel members, the panel develops its advice and recommendations. The results of this meeting are summarized in a TAP Final Report (samples available here). In addition to the panel discussions, the TAP process also includes preparation of a market study and site analysis by ULI, organization of a tour for the panel members, and interviews with key local stakeholders.

It is recommended that the Board approve a contract with ULI to deliver Technical Assistance for the not-to-exceed amount of $40,000, over a period two years. Support for this project will be provided by FY21, FY22 UWP funds.

ACTION REQUESTED: Approval

###
MEMORANDUM

To: CMAP Board

From: CMAP Staff

Date: April 7, 2021

Re: State Legislative Update

Although procedurally altered by the pandemic, the first session of the 102nd Illinois General Assembly has already passed some significant legislative milestones: the Governor’s joint State of the State and Budget address on February 17th, as well as the March 26th committee deadline in the House. The Senate has delayed the committee deadline, requiring all bills to leave substantive committees by Friday, April 9. Both House and Senate committees have met remotely, with some scheduled in-person session days in order to move bills through the process. As of this writing, both chambers are on recess, and will reconvene on Tuesday, April 13, in advance of the deadline for third readings on Friday, April 23.

Legislators filed numerous bills with relevance to CMAP and partners, including proposals on consolidation, addressing congestion, economic development, and statewide energy policy. Initiatives, listed below under their related ON TO 2050 recommendations, have the potential to impact ON TO 2050 implementation. Throughout the session, staff track and analyze bills with relevance to the ON TO 2050 Legislative Framework and State Agenda.

Staff recommend that the board support legislation to fund infrastructure for biking and walking, enable the State Treasurer invest in Illinois infrastructure projects, and improve data available for property tax assessment in Cook County. The CMAP board has considered similar legislation in previous General Assemblies as noted in the table below.

ACTION REQUESTED: Approval
## April 2021 Legislative Summary

<table>
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<tr>
<th>Subject</th>
<th>Bill</th>
<th>Summary</th>
<th>Status</th>
<th>Agency</th>
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<tr>
<td><strong>CAPACITY TO PROVIDE A STRONG QUALITY OF LIFE</strong></td>
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<tr>
<td>Property tax assessment</td>
<td>HB860</td>
<td>Authorizes the Cook County Assessor’s Office, and with the approval of their respective county boards in all other county assessor’s offices, the ability to collect income and expense data—already required for federal tax filings and currently collected for the appeals process—for income generating properties on an annual basis. The requirement applies to larger buildings, residential buildings with six or more units and commercial properties with a market value greater than $500,000. This data would be aggregated and anonymized to inform assessment process. This is an initiative of the Cook County Assessor, and would bring county assessment processes in line with other states including New York, Massachusetts, Virginia, and Washington D.C.</td>
<td>3/27/2021 House Rereferred to Rules</td>
<td>Support *CMAP Board supported in previous sessions</td>
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<tr>
<td>Innovative infrastructure funding</td>
<td>HB1953, SB117</td>
<td>Creates an Infrastructure Development Account (IDA) within the investment portfolio of the Office of the State Treasurer not to exceed 5 percent of total holdings, an estimated $700 million.</td>
<td>3/18/2021 House Placed on the Calendar of 2nd Reading</td>
<td>Support</td>
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Authorizes the Treasurer’s Office to enter into agreements with infrastructure financing firms to fund projects in Illinois. The Treasurer has used similar initiatives in the past to boost investments in Illinois technology sector through the Illinois Growth and Innovation Fund.

This proposal has the potential to increase public private partnerships in Illinois, and gives municipalities more tools to fund infrastructure, both recommendations from ON TO 2050.

**DATA DRIVEN AND TRANSPARENT INVESTMENT DECISIONS**

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<td></td>
<td>SB2475</td>
<td>Sen. Ram Villivalam (D – Chicago)</td>
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Requires IDOT to establish and implement a statewide transportation performance program for all transportation facilities under its jurisdiction. While IDOT currently incorporates some performance-based programming principles into their current funding processes, and is required to monitor asset conditions through the Transportation Asset Management Plan, this bill would require regular reporting and public participation. The language outlines similar provisions for the RTA, and requires that RTA share asset condition data with IDOT for planning purposes.

The intent of this legislation is aligned with ON TO 2050 recommendations on performance-based programming and increased transparency for investment decisions. Implementation of the program has the potential to reorient funding towards achieving the greatest return on investment and community goals. As written the language supports, but does not require, changes to existing formulas in allocation of state infrastructure funds.
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<th>Subject</th>
<th>Bill</th>
<th>Summary</th>
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<tr>
<td>Funding for bicycle and pedestrian infrastructure</td>
<td>HB270</td>
<td>Rep. Anna Moeller (D – Elgin) Sen. Christopher Belt (D – East St. Louis) Transfers the responsibility for the local contribution for bicycle and pedestrian facilities under IDOT jurisdiction from the municipality to IDOT. Applies to state construction facilities within one mile of a designated area, making the policy apply to much of northeastern Illinois. IDOT funding cycles regularly do not line up with municipal funding for bicycle and pedestrian facilities on these types of roadways, creating less safe facilities for non-motorized users. Municipalities would maintain responsibility for maintaining these facilities. ON TO 2050 calls for improved travel safety, especially for alternative modes of transportation. Increasing IDOT’s commitment to Complete Streets where practicable would ensure improved bicycle and pedestrian facilities throughout the region.</td>
<td>3/4/2021 House Placed on the Calendar of 2nd Reading</td>
<td>Funding for bicycle and pedestrian infrastructure</td>
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<td>SB1768</td>
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<td>3/24/2021 Senate Assigned to Transportation</td>
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