



# Chicago Metropolitan Agency for Planning

233 South Wacker Drive  
Suite 800  
Chicago, IL 60606

312-454-0400 (voice)  
312-454-0411 (fax)  
www.cmap.illinois.gov

## Executive Committee Meeting Minutes

April 7, 2010

Lake County Conference Room  
Suite 800, 233 S. Wacker Drive, Sears Tower, Chicago, Illinois

- Committee Members Present:** Gerald Bennett, Chair-representing Southwest Cook County, Elliott Hartstein- representing Lake County, Rae Rupp Srch-representing DuPage County and Nigel Telman-representing the City of Chicago
- Absent:** Al Larson-representing northwest Cook County and Joe Deal-representing the City of Chicago
- Others Present:** Mayor Marilyn Michelini, Stephen Schlickman and Celine Vaaler and Randy Blankenhorn, Jill Leary, Dolores Dowdle, Sherry Kane

### 1.0 Call to Order

Chairman Mayor Gerald Bennett called the meeting to order at approximately 11:15 a.m.

### 2.0 Agenda Changes and Announcements

There were no Agenda changes or announcements.

### 3.0 Approval of Minutes

The minutes of the March 10, 2010 meeting were presented for approval. A motion by Mayor Elliott Hartstein was seconded by Rae Rupp Srch to approve the minutes as presented. All in favor, the motion carried.

### 4.0 Travel Expenses

Travel expense claims for the Executive Director and travel requests from staff for out-of-region travel were presented for informational purposes. Executive Director Randy Blankenhorn reported that an exception had been made to CMAP's current no-travel policy that would allow two staff members to attend IFAS (the computer based financial system software) training.

## 5.0 Fiscal Year 2011 Budget & Funding

Executive Director Randy Blankenhorn reported briefly that the full work plan program and FY 2011 budget, making the most efficient use of staff, will be presented to the Board in May for review and discussion.

## 6.0 Financial Statements

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 2010 Project Summary and the Check Register for the month ended March 30, 2010 were presented for approval. A motion by Rae Rupp Srch was seconded by Mayor Elliott Hartstein to approve the reports as presented. All in favor, the motion carried.

## 7.0 Grants, Subcontracts and Procurements

Executive Director Randy Blankenhorn reported that an announcement should be forthcoming regarding an award from the Dept. of Energy under the Chicago Region Retrofit Ramp-up (CR3) proposal and that CMAP would be entitled up to a 10% administrative fee under that award. Pending procurements for FY 2011 (including a new voice mail system) were listed and monthly reporting will continue on the progress of the server room remodel. 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 Mayor Hartstein. All in favor, the motion carried.

## 8.0 Other Business

There was no other business before the Executive Committee.

## 9.0 Public Comment

There were no comments from the public.

## 10.0 Adjournment

At approximately 11:30 a.m., a motion to adjourn was made by Rae Rupp Srch and seconded by Mayor Hartstein. All in favor, the motion carried.

Respectfully submitted,



Dolores D. Dowdle  
Deputy Executive Director for Finance and  
Administration

04-26-10  
/stk

*Approved with a minor correction by unanimous vote, May 12, 2010.*