



**Chicago Metropolitan Agency for Planning (CMAP)
Executive Committee
Minutes
March 8, 2017**

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

Committee Members Present: Rita Athas-representing the City of Chicago, Elliott Hartstein-representing Lake County, Andrew Madigan-representing the City of Chicago, and Carolyn Schofield-representing McHenry County

Staff Present: Joe Szabo, Melissa Porter, Angela Manning-Hardimon, Stanley Ryniewski, and Sherry Kane

1.0 Call to Order and Introductions

CMAP Board Vice Chair, Rita Athas, called the meeting to order at approximately 11:09 a.m.

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes – February 8, 2017

A motion to approve the minutes of the February 8, 2017 meeting as presented, made by Elliott Hartstein, seconded by Carolyn Schofield, and with all in favor, carried.

4.0 Financial Statements

The various reports, including the Monthly Cash Report for CMAP and the Peters Fellowship, the Monthly Summary Report, the Monthly Revenue Report, the Monthly Expenditures report, the FY 2017 Project Summary and the Check Register for the month ending February 28, 2017 were presented for approval. Staff reported there was nothing significant to report, that CMAP is at about 67% of its spending, a little low simply due to timing. An extension form IDOT is being sought for FY 2016 funds which is the equivalent of spending two fiscal years' funding in one. A question was raised about a payment to the Village of Bedford Park with staff explaining it was a Council of Mayors payment through the UWP program. A motion to approve the reports as presented made by Elliott Hartstein, seconded by Carolyn Schofield, and with all in favor, carried.

4.0 Travel Expenses

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

5.0 Grants, Subcontracts and Procurements

Staff presented the monthly update of activities related to grants, subcontracts and procurements, for information purposes, and when queried, explained that the \$2,000,000 that had been reported at the Board meeting for the Expressway Vision for northeastern Illinois is estimated at \$1.7 million for consulting services and \$300,000 for staff time.

6.0 Tenant Representation Services

Staff reported they had met with Willis Tower Management, had toured the transfer floors and the new fitness facility, talked about the \$500 million upgrades to the building, and what to expect over the next 18 months. Staff had also met with the broker to discuss the employee interviews that were conducted, discussed the development of the survey that has now been distributed that has a closing date of March 9. A subsequent meeting will be held to discuss the results of the survey. Next up will be developing a strategy of how to look at real estate in the business district. The lease on this office space expires August 31, 2020.

7.0 Other Business

There was no other business before the Executive Committee.

8.0 Public Comment

There were no comments from the public.

9.0 Next Meeting

The Executive Committee is scheduled to meet next on April 12, 2017.

11.0 Adjournment

A motion to adjourn the Executive Committee meeting at 11:16 a.m., made by Carolyn Schofield, seconded by Andrew Madigan, and with all in favor, carried.

Respectfully submitted,



Angela Manning-Hardimon, Deputy Executive
Director for Finance and Administration

/stk
03-29-2017

Approved as presented, by unanimous vote, April 12, 2017