



Chicago Metropolitan Agency for Planning (CMAP)

Board Meeting Minutes

January 10, 2018

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

- Board Members Present:** Gerald Bennett, Chair-representing southwest Cook County, Rita Athas-representing the City of Chicago, Frank Beal-representing the City of Chicago, Elliott Hartstein-representing Lake County, Al Larson-representing northwest Cook County, Andrew Madigan-representing the City of Chicago, John Noak-representing Will County (via tele-conference), Martin Oberman-representing the City of Chicago, Rick Reinbold-representing south suburban Cook County, Carolyn Schofield-representing McHenry County, Peter Silvestri-representing Cook County, Matthew Walsh-representing suburban Cook County (via tele-conference), and Leanne Redden-representing the MPO Policy Committee and Justine Sydello-representing the Governor's office
- Staff Present:** Joe Szabo, Melissa Porter, Angela Manning-Hardimon, Tom Garritano, Tom Kotarac, Gordon Smith, Jesse Elam, Elizabeth Schuh, and Todd Schmidt
- Also Present:** Jim Savio, Partner-Sikich, LLP
- Others Present:** Garland and Heather Armstrong-Access Living, Mark Baloga, Ryan Bigbie-KaneKendall Council, Elaine Bottomley, Susan Boruchi-McHenry County Dept. of Transportation, Allison Buchwachc-Metra, Len Cannata-WCMC, Jack Craikshank-WCGL, John Donovan-FHWA, Jackie Forbes-KaneKendall Council, Michael Fricano-WCMC, Tom Kelso-IDOT, Mike Klemens-WCGL, Kelsey Mulhausen-Southwest Conference, Brian Pigeon-NWMC, David Seglin-CDOT, Cody Sheriff-McHenry County Council, Vicky Smith-Southwest Conference, Mike Walczak-NWMC, and Lilliane Webb-Metro Strategies

1.0 Call to Order and Introductions

CMAP Board Chair Mayor Jerry Bennett called the meeting to order at approximately 9:35 a.m., announced that for the first time ever the meeting was being live-streamed, gave a

brief introduction of the development of CMAP and the composition of its Board, and asked Board members to introduce themselves.

2.0 Agenda Changes and Announcements

There were no Agenda changes or announcements.

3.0 Approval of Minutes

A motion to approve the minutes of the CMAP Board meeting of November 8, 2017, as presented made by Commissioner Peter Silvestri was seconded by Rita Athas, and with all in favor, carried.

4.0 Executive Director's Report

Executive Director Joe Szabo reported that the Local Technical Assistance (LTA) update was included in the board materials, that Save-the-Date cards had been distributed for CMAP's launch event which will be held on Wednesday, October 10, 2018, corresponding with the joint meeting of the CMAP Board and the MPO Policy Committee. Other topics in the Director's report included the following. The Federal Certification Review was conducted in early December (with a full formal briefing expected later this year), with FHWA and FTA giving an overall positive review on the progress CMAP had made with securing a more sustainable form of revenue through its dues program and reforms made to the Surface Transportation Program-Local (STP-L) program. Regarding the collection of dues, Szabo continued, CMAP has collected approximately 61% (approximately \$540,000). Szabo also asked for the Board's help in the collections, and reported that he would seek assistance from the Council of Government (CoG) Directors as well. Asked to speak in December at the request of the Illinois General Assembly House Transportation Committee on transportation funding, Szabo testified alongside IDOT Secretary Randy Blankenhorn and Tollway Executive Director Greg Bedalov. Szabo also gave an update on CMAP's corporate engagement strategy (a full update will be given at next month's board meeting) and reported that he had met with the new CEO of the Chicago Community Trust, Dr. Helene Gayle.

5.0 Presentation of FY2017 Financial Audit

Jim Savio, Partner with Sikich, LLP presented the FY 2017 preliminary Annual Financial Report and Independent Auditor's Report and the Auditor's Communication to the Board. Savio thanked the staff for their assistance throughout the audit process. Savio highlighted the following from the report. The independent auditors report (beginning on page 1) along with the two opinions that are given related to the single audit are the only items for which the auditor are responsible with management responsible for the remainder of the report. Savio reported that again this year an unmodified opinion is given, the highest level of assurance provided to the agency. Savio reviewed various components of the report--the Management's Discussion and Analysis (MDA), which provides a good overview of the financial position of the agency as well as changes in the financial position for the year. This year three years of comparative data are reported. Savio also highlighted the Statement of Net Position of the Balance Sheet, pointing out that new this year is comparative financial data (2 years vs. 1) and the net pension liabilities for Illinois Municipal Retirement Fund (IMRF) and State Employees' Retirement System (SERS) which continue to decrease. Savio also drew attention to the statement of revenues and changes in net position (income statement), covering operating revenues showing an

increase in contributions and miscellaneous revenue due to an insurance settlement, and operating income at \$1.2 million versus \$340,000 last year. The statement of cash flows was also discussed—operating activities showing an increase of about \$964,000 due to the larger receivable balances being collected. Cash flows from capital were also highlighted, as well as the total net increase in cash and cash equivalents at \$784,000. Required supplementary information shows a little more information about IMRF and SERS. Savio also reported percentage to payroll, which have steadily declined, and explained the net pension asset and liability and the differences between IMRF and the State pension plans. Budget versus actual information was covered in the report, Savio continued, and grant activity was highlighted. The Independent Audit Report (the single audit) was summarized and the schedule of expenditure of federal awards reviewed. Savio concluded by reporting that an unmodified opinion was issued, there were no material weaknesses or significant deficiencies and there was no non-compliance to the financial statements. Also, under the federal award there were no material weaknesses or significant deficiencies and an unmodified opinion was issued on the program. Savio reviewed the auditors communication to the Board, pointing out three audit adjusting journal entries (AJEs) were made and a past AJE was reported (immaterial), one common deficiency related to AJE 2&3 was also reported. A question raised regarding notable disparity in the Budget versus Actual totals in the grants category had staff offering a more detailed explanation later.

A motion by Commissioner Peter Silvestri to accept the audit report as had been presented was seconded by Frank Beal. All in the favor, the motion carried.

6.0 Procurements and Contract Approvals

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon presented a contract approval for sit-stand desks in the amount of \$77,000, to Hendricksen and reported that CMAP is seeking to install motorized sit-stand desks as part of its effort to ensure ergonomically productive workspaces. Currently there are approximately forty-two desks to convert, and the \$77,000 contract will accommodate additional future requests to retrofit. A motion by Commissioner Peter Silvestri, seconded by Mayor Al Larson to approve the contract award as presented, with all in favor, carried.

7.0 Committee Reports

Programming Committee Chair Rita Athas reported that the committee had met and had considered the State and Federal Legislative Framework and Agendas, that staff has presented changes to the region's local surface transportation program, and those along with the 2018 safety targets have a new emphasis on performance-based decision making. The committee also heard a presentation from staff on Climate Vulnerability, an initiative that has CMAP working with a number of communities, that provides a foundation for communities to increase their resilience. Finally, updates to various Local Technical Assistance (LTA) projects was also given. A written summary of the working committees and the Council of Mayors Executive Committee was distributed.

8.0 Unified Work Program (UWP)

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon reported that the Unified Work Program (UWP) provides federal funding for

transportation planning projects. It is anticipated that federal funding of approximately \$17.9 million, with matching funds of approximately \$4.5 million, will provide total project cost available for UWP projects of \$22.4 million. FY 2019 funding reflects an increase of approximately 4%, or \$904,858, of federal and local match dollars as compared to FY 2018, Manning-Hardimon went on to say. Similar to last year the process for review and approval of the FY 2019 UWP program began with a call for projects issued on January 2, 2018 with both Core and Competitive proposals due on January 29. The proposals will be presented to the UWP Committee meeting on February 14, and the Committee is scheduled to meet on March 14 to adopt the FY 2019 program. The recommendations of the committee will be submitted to the Transportation Committee in April, the Programming Committee in May, and considered for approval by the CMAP Board and MPO Policy Committee in June, with the FY 2019 program scheduled to be released by June 30.

9.0 2018 Highway Safety Targets

CMAP staff Todd Schmidt presented the 2018 safety targets, which state departments of transportation (DOTs) and MPOs are required to set annually according to the FAST Act. The CMAP Board and MPO Policy Committee have the option to set quantitative regional targets or support the statewide targets. Schmidt explained the different options for setting the 2018 safety targets and concluded that staff recommends the CMAP Board and MPO Policy Committee support the state's targets, adding that by doing so, the MPO is responsible to plan and program projects to help achieve the state's targets. Both the Transportation Committee and the Regional Transportation Operations Coalition (RTOC) have reviewed this position as favorable, but the Transportation Committee had not yet been able to make this recommendation to the Policy Committee because of timing. A motion by Commissioner Peter Silvestri to approve the recommendation supporting the state's 2018 safety targets was seconded by Elliott Hartstein. All in favor, the motion carried.

10.0 Regional Strategic Freight Direction (RSFD)

CMAP staff Liz Schuh presented the recommendations for the draft Regional Strategic Freight Direction (RSFD), which provides strategic recommendations to forward CMAP's freight policy recommendations in the near term. The document focuses on policies and programmatic recommendations, leaving project assessment to the developing ON TO 2050 plan. Schuh explained each of the recommendations in the six major areas of the document: freight facility development principles, a holistic approach to truck movement, rail policy, municipal support for freight development and infrastructure, environmental justice, and the use of federal freight funds. Comments by the Board related to the following. Transport of oil by train and focus on improving overall rail safety, and stakeholders view this as an area where CMAP has little authority to drive change; infrastructure funding to be addressed in ON TO 2050 plan; prioritizing grade crossings: conversations are underway with CREATE partners; and finally, a stronger statement related to the lack of sufficient data on public benefits, system fluidity, bottlenecks, and other rail freight data necessary to prioritize public investment in the system.

11.0 Update on Local STP Agreement Implementation

CMAP Director Jesse Elam offered some background related to the local Surface Transportation Program (STP-L), its flexibility for use, how decisions are made on spending, the last certification review of the MPO, and the associated critique of FHWA

and FTA on the programming of the funds. CMAP put together a group of stakeholders, Elam continued, with the group having developed an agreement that was approved by the CMAP Board and the MPO Policy Committee in October 2017. The STP-L Project Selection Committee (comprised of three members from the City of Chicago, three members from the suburban Councils of Mayors, one member from CMAP staff, and non-voting members from the counties, RTA, FHWA and IDOT) was formed last December. The focus of the group will be related to developing active program management policies, and the use of the [nearly \$40 million] shared fund. Another thing connected to the STP-L program, Elam continued, is the data to gauge transportation needs across the region. CMAP would likely select one or more engineering firms (through the procurement process) to collect pavement data, with recommended vendor selection brought to the Board for approval in March. With the need to focus on pavement preservation at the local level, and improve regional practices to extend the life of the pavement. To that end, Elam went on to say, CMAP is in the process of creating a pilot program to develop pavement management plans through a call for projects. Recommendations for this pilot program would be brought back to the Board for approval in June.

12.0 Legislative Agenda

CMAP Director Gordon Smith reported that the Federal and State Agenda and Principles documents that are used as guides for legislators, the Governor and their staffs, our partners and others developing and considering legislation that impacts the region and CMAP's work, are presented for discussion. Smith walked through the State Legislative Agenda and Principles highlighting the reorganization of language in the material related to the following topics: secure, sustainable and adequate transportation funding, promotion of performance-based transportation investments, and reform of the state's tax policy. Federal Agenda changes, Smith went on to say, related to the following: building on the FAST Act, investing strategically in transportation, managing and conserving water and energy resources, and improved access to information. The Programming Committee had considered the material and suggested the document reflect the principles established for ON TO 2050: resilience, prioritized investment, and inclusive growth and the document be bolder in the area of sustainable and adequate transportation funding.

The discussion on the part of the Board concluded with direction to staff to draft a letter to the Federal decision-makers related to ensuring a full and accurate count in the 2020 Census. A corresponding motion made by Marty Oberman was seconded by Rita Athas, and with all in favor, carried.

Next month, Smith concluded, changes will be made that reflect the Board discussion, and the documents will be presented for approval. Also next month, Smith added, the Board will receive a report on bills under consideration during the Spring 2018 session.

13.0 Public Comment

Garland Armstrong reported that sidewalks are not well surfaced, and should be repaired for wheelchair ease.

14.0 Other Business

There was no other business before the CMAP board.

15.0 Next Meeting

The Board is scheduled to meet next on February 14, 2018.

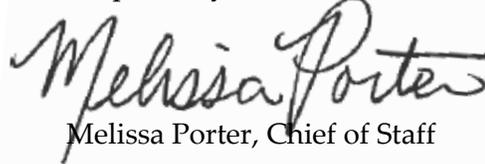
16.0 Executive Session

At approximately 11:15 a.m., a motion by Elliott Hartstein was seconded by Mayor Al Larson to adjourn to an executive session to discuss the performance evaluation of the Executive Director. At the conclusion of the Closed Session, Chairman Mayor Bennett reported that the board had evaluated the Executive Director's performance and by consensus, had recommended salary increase. A motion by Elliott Harstein, also seconded by Mayor Al Larson to increase the Director's salary. All in favor, the motion carried.

17.0 Adjournment

At approximately 11:30 a.m., a motion to adjourn by President Rick Reinbold, seconded by Mayor Al Larson, and with all in favor, carried.

Respectfully submitted,



Melissa Porter, Chief of Staff

02-05-2018

/stk

Approved as presented, by unanimous vote, February 14, 2018