



## Chicago Metropolitan Agency for Planning (CMAP) Board

Annotated Agenda  
Wednesday, May 8, 2019

Cook County Conference Room  
233 S. Wacker Drive, Suite 800  
Chicago, Illinois

- 1.0 **Call to Order and Introductions** 9:30 a.m.
- 2.0 **Agenda Changes and Announcements**
- 3.0 **Approval of Minutes—April 10, 2019**  
ACTION REQUESTED: Approval
- 4.0 **Executive Director's Report**  
4.1 Local Technical Assistance (LTA) Update  
4.2 Other Announcements
- 5.0 **Procurements and Contract Approvals**  
5.1 Sole source agreement for INRIX Truck Data  
5.2 Sole source agreement for Liferay Content Management Software for the CMAP website  
5.3 Contract approval for Liferay Website Hosting and Support  
5.4 Contract approval for Amendment of Scope and Time for Architectural Design Services with Wright Heerema  
ACTION REQUESTED: Approval
- 6.0 **Committee Reports**  
A written summary of the working committees and the Council of Mayors Executive Committee will be distributed.  
ACTION REQUESTED: Information
- 7.0 **DRAFT FY 2020 Budget and Work Plan**  
Staff will present the proposed FY 2020 budget and work plan for discussion. Board approval will be requested at the June meeting.  
ACTION REQUESTED: Discussion
- 8.0 **CMAP-MPO Policy Committee MOU Proposed Update**  
CMAP staff is proposing updates to the CMAP-MPO Policy Committee Memorandum of Understanding (MOU) to reflect the CMAP Board's

approved committee changes and to make other minor clarifying edits.

ACTION REQUESTED: Discussion

### 9.0 Overview of MPO Programming Responsibilities

Staff will provide an informative overview of the transportation improvement program and CMAP's role in keeping federal transportation funds flowing to the region.

ACTION REQUESTED: Information

### 10.0 ON TO 2050 Update

CMAP staff will discuss considerations for the timing of the ON TO 2050 update.

ACTION REQUESTED: Discussion

### 11.0 Legislative Update

Staff will update the Board on relevant legislative activities and the bills that we will be monitoring based on our [State Legislative Agenda](#).

ACTION REQUESTED: Discussion

### 12.0 Other Business

### 13.0 Next Meeting

The Board is scheduled to meet next on June 12, 2019.

### 14.0 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 exact time for the public comment period will immediately follow the last item on the agenda.

### 15.0 Adjournment

#### Chicago Metropolitan Agency for Planning Board Members:

\_\_\_ Gerald Bennett, Chair

\_\_\_ Rita Athas

\_\_\_ Frank Beal

\_\_\_ Matt Brolley

\_\_\_ Franco Coladipietro

\_\_\_ Al Larson

\_\_\_ Andrew Madigan

\_\_\_ Mike Montgomery

\_\_\_ John Noak

\_\_\_ Rick Reinbold

\_\_\_ Carolyn Schofield

\_\_\_ Anne Sheahan

\_\_\_ Matthew Walsh

\_\_\_ Terry Weppler

\_\_\_ Diane Williams

\_\_\_ Sean McCarthy

\_\_\_ Leanne Redden

\_\_\_ Justine Sydello



## Chicago Metropolitan Agency for Planning (CMAP)

### DRAFT

### Board Meeting Minutes

April 10, 2019

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, Matt Brolley-representing Kane/Kendall Counties, Franco Coladipietro (via tele-conference), Al Larson-representing northwest Cook County, Andrew Madigan-representing the City of Chicago, John Noak-representing Will County, Farzin Parang-representing the City of Chicago, Carolyn Schofield-representing McHenry County, Matthew Walsh-representing west central Cook County, Terry Weppler-representing Lake County, Diane Williams-representing Cook County, and non-voting member, Leanne Redden-representing the MPO Policy Committee

**Staff Present:**

Joe Szabo, Melissa Porter, Jesse Elam, Angela Manning-Hardimon, Stephane Phifer, Gordon Smith, Noah Boggess, Patrick Day, Maggie Jarr, Tony Manno, and Sherry Kane

**Others Present:**

Garland and Heather Armstrong-Access Living, Kelly Blanton-Metra, Elaine Bottomley-WCGL, Jack Cruikshank-WCGL, Jackie Forbes-Kane/Kendall County, Emily Karry-Lake County Council, Mike Klemens-Lake County Council, Daniel Knickelbein-DMMC, Josh Klingenstein-NWMC, Steven Mannella-Metra, Stacy Meyers-Openlands, Kelsey Mulhausen-Southwest Conference, Jade Paul-Jacobs, Dan Persky-DMMC, Ryan Peterson-Kane Kendall Council, Leslie Phemister-SSMMA, Dave Seglin-CDOT, and Troy Simpson, Kane-Kendall Council

#### 1.0 Call to Order and Introductions

CMAP Board Chair Mayor Bennett called the meeting to order at approximately 9:33 a.m., 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**

President Matt Brolley requested a correction to the minutes of March 13, indicating that he was present via tele-conference. A motion to approve the minutes of the CMAP Board meeting of March 13, 2019, with this correction made by Carolyn Schofield was seconded by Rita Athas, and with all in favor, carried.

### **4.0 Executive Director's Report**

The Local Technical Assistance (LTA) program update was included in the packet, Executive Director Joe Szabo reported. Szabo also gave an update on the following: meetings with regional CoG Directors (nearly complete); CMAP's dues program (about 99% collected); the City of Chicago's new Mobility Task Force (whose work has been completed); a meeting with IDOT's new Secretary Omer Osman (a meet-and-greet to share CMAP's priorities); the transportation funding working group that CMAP had been hosting (a cross section of transportation partners to discuss shared needs and principles for a capital bill); Mayor-elect Lightfoot's transition team (seeking policy support on neighborhood economic growth); and a new CMAP committee newsletter to working committees and Board members (covering topics discussed at previous working committee meetings and a preview of topics to be considered at future meetings).

### **5.0 Procurements and Contract Approvals**

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon presented the following for approval: a contract amendment of scope and time for project management services with Cresa in the amount of \$82,274.45; contract approval to purchase IT hardware, software, and related services at a cost not to exceed \$520,000, through the Midwest High Education Compact (MHEC); approval to purchase IT hardware at a cost not to exceed \$28,800 also under the MHEC government contract; and, contract approval for the Illinois International Port District Master Plan with Cambridge Systematics in an amount not to exceed \$300,000. A motion by Mayor John Noak, seconded by Carolyn Schofield to approve the procurements and contract awards as were presented, and with all in favor, carried.

### **6.0 Committee Reports**

Chair of the Coordinating Committee, Frank Beal, reported that the committee (comprised of a number of board members and the chairs of all the working committees) had met earlier in the morning, had considered and approved the FY 2020 Unified Work Program. Also presented, Beal continued, was the regional data scan and traded industry clusters (more detailed work from the ON TO 2050 plan) that outlines ideas and strategies that we might use in trading region wide industry clusters. Finally, the chair of the Land Use and Housing Committee, Mark VanKerkhoff, gave a report on that committee's structure and priorities for 2019.

### **7.0 FY 2020 Local Technical Assistance (LTA) Program**

Deputy Executive Director of Planning Stephane Phifer presented the FY 2020 Local Technical Assistance (LTA) Program for approval, reporting that CMAP had held the call for new LTA projects in the fall of 2018, to correspond with the launch of ON TO 2050, and in conjunction with the RTA's Community Planning Program. A good response to the call was seen, Phifer continued, with 75 applications from 66 different applicants with 35% of the applications coming from high needs communities. Outreach was conducted to those

communities identified by the Municipal Survey who needed help and a CCT-sponsored workshop was held for non-profits. Phifer explained the evaluation—alignment with ON TO 2050, project-type, geographic distribution, staff expertise and availability, and community need, as well as opportunity to collaborate with other parts of the agency. Phifer also explained the traditional and alternative support type projects and cited a couple of examples of each (traditional: elevated Chicago with RTA TOD and Will County’s comprehensive freight and land use project) and (alternate support: Blacks in Green and McHenry agricultural resource guide). Next steps, Phifer concluded, will be to develop full scopes of work, assigning project managers, and rolling it in to next year’s budget.

A motion by Mayor Al Larson was seconded by Mayor John Noak to approve the FY 2020 Local Technical Assistance (LTA) Program recommendation as was presented. Following discussion and the announcement of the RTA’s funding of 9 additional projects, the motion carried.

#### **8.0 Embedded Staff Planner (ESP) Program Update**

Deputy Executive Director Stephane Phifer gave an update on the embedded staff planner (ESP) program, reporting that CMAP staff are serving as temporary part-time staff planners as part of a demonstration project with funding from UWP, the MacArthur Foundation, and the Chicago Community Trust for a 3-year program in 6 communities. CMAP staff will be embedded in those communities for 2 years for about 2 days a week, with one additional day devoted to those communities at the CMAP office. Calumet Park and Sauk Village are the first 2 communities chosen—based on interest and need—which had been sparked by SSMMA through a local technical assistance (LTA) application. Both communities have shown they’re committed to a strong vision and very committed to the plans they have in place. CMAP has either been in the process of or has completed comprehensive plans for both these communities in the past through the LTA program. Phifer introduced embedded staff members Patrick Day, working with the Village of Calumet Park and Maggie Jarr, assigned to the Village of Sauk Village. Given the relatively small staff of these two villages, Phifer emphasized that CMAP wants to help build capacity not be their capacity. Patrick Day will work directly with the Village Administrator in Calumet Park, while Maggie Jarr will work directly with the Economic Development Director in Sauk Village developing their respective visions. Memorandum of Understanding were signed in February and staff work began in March. Phifer went on to say that both these communities had been selected to participate in the pavement management study. Through CMAP’s work, Sauk Village had already drafted a grant application to Invest-in-Cook. Both embedded planners will also develop 6-month action plans. A suggestion was made that staff draft a final report for SSMMA and other CoGs to use and a reminder that MWRD is a great resource related to flooding issues. This is one of the most innovative projects CMAP has put together. One suggested that presentations be given to other communities to make them aware of the project—how it worked, what happened, where there were challenges, and of course the benefits—for shared learning and to make communities aware of the shared resources that are available.

#### **9.0 Bridgeport/Canaryville Planning Priorities Report**

CMAP staff, Noah Boggess, presented the Bridgeport and Canaryville Priorities Plan, the first of its kind. In 2017, the 11th Ward of Chicago and the 11th District of Cook County

asked CMAP to do a neighborhood plan for Bridgeport and Canaryville. CMAP determined that it would be more appropriate to take a step back to determine which planning projects would be in their best interest. This is a smaller product CMAP offers designed to take stock of a community assets and opportunities to help them prioritize their resources. Boggess explained where Bridgeport and Canaryville are, summarized the community profile, and reported that today these communities are some of Chicago's most interesting and diverse communities. An asset-based approach was used to identify the following: diversity, transportation, parks and open space, and housing stock. Boggess drew demographic comparisons from 1990, 2000, and 2015 (now nearly evenly split between white, Latino, and Asian American), covered outcomes from the work (a recommended corridor plan for Halsted Street with interim work products like Homes for a Changing Region and an Urban Land Institute Developer panel), lessons learned (clear communication regarding scope, creative outreach is useful, and near-term implementation items can maintain momentum), and next steps (Homes for a Changing region underway, Urban Land Institute developer panel this summer, and economic development corridor application perhaps through LTA). When queried, Boggess explained the gentrification stigma and why it was suggested that the Homes panel begin right away. Boggess was also questioned about corridor planning, local businesses and upgrading or improving property to which he suggested that the ULI panel can help, survey and or market analysis might also be used.

## **10.0 Legislative Update**

CMAP staff Gordon Smith gave an update on relevant legislative activities highlighting some of the approaching deadlines and the bills. The General Assembly continues to introduce new and amend existing bills that we continue to review from an ON TO 2050 lens as well as the Legislative Framework and Agenda that was approved in February, Smith continued. Staff is recommending Board support of HB 102 which provides non home rule municipalities with the authority to raise a local Motor Fuel Tax (MFT) of up to \$0.03 per gallon. By referendum, or ordinance? Ordinance.

A motion by Diane Williams was seconded by Mayor Terry Weppler that the CMAP Board support HB 102 as was recommended by staff. All in favor, the motion carried.

Smith went on to update on infrastructure bills that had been introduced (one by Local 150, another by the Illinois State Chamber) both of which could be discussion starters. CMAP staff has been in contact with all the caucuses and their staffs and still trying to make contact with the Governor's infrastructure staff, to present CMAP principles. We'll try to get testimony at a Senate hearing later this month, Smith also stated.

Chairman Mayor Bennett gave an update too from the Metropolitan Mayors Caucus on a transportation bill and a capital bill, and they feel more confident about a transportation bill, but at the same time the Governor is pushing for a capital bill. There is a concern that raising the MFT would do away with sales tax on gas which would be a huge loss to local government. A comment was also made regarding HB 2525 (Township consolidation), that CMAP had taken a position to support, and that may conflict with another HB348, specific to McHenry County—from a regional standpoint it may not affect the entire region now but it did pass committee last week. The concern is in the trend that may be

developing, without collaboration with the counties that conflict with other bills. This sparked a discussion regarding a comprehensive study on whether consolidation is a good thing or not. There is an updated program in McHenry County that is evaluating the services of the Township how services can be shared, and in collaboration with municipalities, townships, other entities.

#### **11.0 Other Business**

Chairman Mayor Bennett reported briefly that the search for a new Executive Director is moving along and it is the intent of the committee to come back with a recommendation hopefully by the June meeting.

#### **12.0 Public Comment**

Heather Armstrong, on behalf of Access Living, spoke about doing away with any sales taxes and how downstate communities would suffer. Armstrong also spoke of support of public transit.

The CMAP Board was invited to the Get On Board initiative scheduled for April 25, at Chicago Union Station.

Garland Armstrong, Access Living, spoke of the need for outreach to the disabled community and the need for a state capital bill.

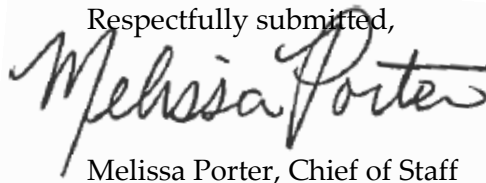
#### **13.0 Next Meeting**

The Board is scheduled to meet next on May 8, 2019.

#### **14.0 Adjournment**

At 10:49 a.m., a motion to adjourn by Mayor Al Larson, seconded by Carolyn Schofield, and with all in favor, carried.

Respectfully submitted,

A handwritten signature in black ink that reads "Melissa Porter". The signature is written in a cursive, flowing style.

Melissa Porter, Chief of Staff

04-24-2019

/stk







## MEMORANDUM

**To:** CMAP Board and Committees

**From:** CMAP Staff

**Date:** May 1, 2019

**Re:** Local Technical Assistance (LTA) Program Update

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The CMAP Board and committees receive regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and consultant assistance. To date, 224 local projects have been initiated. Of these, 190 projects have been completed, and the remainder are under development.

Further detail on LTA project status can be found in the attached project status table. Projects that appear in this document for the first time, or that were recently completed, are noted and highlighted in italics.

**ACTION REQUESTED:** Information



## Projects Currently Underway

| No. | Project   | CMAP lead                   | Timeline               | Assistance type       | Status and notes  |
|-----|---|-----------------------------|------------------------|-----------------------|---|
| 415 | Huntley zoning update   | Patrick Day                 | May 2015 – June 2019   | Consultant assistance | The final draft is under review by Village staff.   |
| 506 | Cook County (Maine-Northfield) unincorporated area plan ( <a href="#">see website</a> ) | Jake Seid                   | July 2016 – July 2019  | Staff assistance      | CMAP is waiting to hear from Cook County planning staff to revise the priorities of the plan prior to its completion.   |
| 700 | Algonquin-Cary subarea plan ( <a href="#">see website</a> )                             | Kate Evasic                 | Mar. 2018 – Dec. 2019  | Staff assistance      | CMAP staff revised the ECR and launched an online survey. The team is preparing for the visioning workshop, which will be held on May 15. A market analysis is underway.  |
| 701 | Aurora Regional Active Mobility Program (RAMP) ( <a href="#">see website</a> )          | Jane Grover/<br>John O'Neal | Sept. 2018 – Feb. 2020 | Staff assistance      | Third Steering Committee planned for late April/early May. SC membership/partner list further developed/expanded. Continued research on existing and planned recreation-focused bike share systems in region, and around the country.   |
| 702 | Beach Park Northern Lakeshore Trail Connectivity Plan                                   | John O'Neal                 | Dec. 2018 – Mar. 2021  | Consultant assistance | Internal team kickoff meeting took place March 27. Composition of Steering Committee, invitations to serve, date of first meeting (early-mid May) being finalized. Stakeholder engagement plan, project branding and webpage under development.   |
| 703 | Beecher comprehensive plan ( <a href="#">see website</a> ).                             | Ricardo Lopez               | Jan. 2018 – June 2019  | Consultant assistance | Consultant presented the draft Future Land Use map at the February 28 Steering Committee Meeting for review and discussion. Work on recommendations memo is ongoing.  |
| 705 | Calumet Park comprehensive plan   | Patrick Day                 | Sept. 2018 – Feb. 2020 | Consultant Assistance | Village convened multi-department review of Draft ECR and Stormwater Management Recommendations Memo and provided comments to Ratio and Hey Associates.   |
| 706 | Carol Stream zoning, sign, and subdivision regulations                                  | Jake Seid                   | May 2018 – May 2021    | Consultant assistance | Houseal Lavigne Associates is preparing its recommendations memo, which is the first major deliverable of the project.  |
| 707 | Channahon comprehensive plan ( <a href="#">see website</a> )                            | Heidy Persaud               | Mar. 2018 – Sept. 2019 | Consultant assistance | Houseal Lavigne Associates is preparing the draft comprehensive plan.   |
| 709 | Chinatown Parking Study ( <a href="#">see website</a> )                                 | Lindsay Bayley              | Feb. 2018 – Aug. 2019  | Staff assistance      | On April 8 <sup>th</sup> , an engaged audience of more than 60 people contributed their vision for the Chinatown neighborhood with regards to transportation and parking. We created a follow-up survey to get input from those unable to attend. Additional meetings and a focus group are scheduled for late April. |

| No. | Project  | CMAP lead                       | Timeline               | Assistance type       | Status and notes  |
|-----|--|---------------------------------|------------------------|-----------------------|---|
| 710 | Cook County South Suburban Economic Growth Initiative  | Kelwin Harris                   | Dec. 2019 – June 2019  | Staff assistance      | Implementation underway from recommendations from the Phase 1 SSEGI report. Activities include: helping Cook County, SSMMA and south suburban partners to create a development authority – an entity that would drive strategic, large scale, economic growth in the south suburbs and will have the powers of a development authority to develop land. Activities so far have been around helping to identify sites in the south suburbs that could be ready for development around the identified best-fit clusters of: TD&L, Metals, Food Packing and B2B. |
| 711 | DuPage County Corridor Study ( <a href="#">see website</a> )   | Lindsay Bayley                  | Jan. 2018 – June 2019  | Consultant assistance | Four public workshops are scheduled for May, one was completed on April 25 <sup>th</sup> in Wood Dale. Future workshops will take place in Addison, Villa Park, Bensenville, Elmhurst, and at DuPage County offices.  |
| 712 | Far South CDC Existing Conditions and Market Analysis  | Katanya Raby                    | Apr. 2018 – June 2019  | Staff assistance      | Stakeholder interviews completed. Summarizing comments, preparing draft of ECR.   |
| 713 | Forest Preserve District of Cook County, Des Plaines River Trail, South Extension Planning Study ( <a href="#">see website</a> ) | John O'Neal                     | May 2018 – Oct. 2019   | Staff assistance      | Steering Committee meeting took place April 12; ECR and draft MetroQuest survey presented. Draft Key Rec Memo currently under development. Discussions regarding potential availability of funding for Phase 1 trail engineering; input/coordination on Forest Ave. resurfacing project; and on Brookfield's 31 <sup>st</sup> St. Study – both identified as community connector routes – was provided.   |
| 715 | Illinois International Port District planning priorities report ( <a href="#">see website</a> )                                  | Elizabeth Scott                 | Apr. 2018 – May 2019   | Staff assistance      | Staff is currently negotiating a final scope of work with the selected consultant.  |
| 717 | Justice I&M Canal Trail Extension Feasibility Study ( <a href="#">see website</a> )  | John O'Neal                     | Jan. 2018 – Sept. 2019 | Consultant assistance | Draft plan continues to be developed, including revisions and refinements to alternative alignments and detailed cost estimates. Letters to private-sector stakeholders, summarizing project and potential impacts, prepared and transmitted.   |
| 719 | Kane County / Mill Creek watershed-based plan ( <a href="#">website</a> )  | Holly Hudson/<br>Kelsey Pudlock | Oct. 2017 – Oct. 2019  | Staff assistance      | The consultant completed an initial hydrology calibration of the HSPF model and will be fine-tuning it with additional precipitation data. Calibration for water quality parameters and calculation of existing land use based pollutant loads will follow. CMAP staff continued to   |

| No. | Project   | CMAP lead      | Timeline               | Assistance type       | Status and notes   |
|-----|---|----------------|------------------------|-----------------------|--|
|     |   |                |                        |                       | work on developing a future land use layer; this will be used in the HSPF model to estimate future potential pollutant loads. Staff also began scheduling stakeholder interviews to gather input on potential BMP opportunities.   |
| 720 | Matteson streetscape improvement plan   | Ricardo Lopez  | Mar. 2019 – Feb. 2020  | Consultant assistance | On March 27, RATIO Architects met with Village and CMAP Staff to kick-off the project. The project team has begun working on data collection and analysis of existing conditions.  |
| 721 | Maywood Zoning Reference Guide  | Maggie Jarr    | Jan. 2018 – May 2019   | Staff assistance      | CMAP staff is revising the zoning reference guide based on comments from Village staff. A final version of the guide will be presented to the Village of Maywood Plan Commission/Zoning Board of Appeals in May.   |
| 722 | Midlothian stormwater management capital plan ( <a href="#">see website</a> )                 | Kate Evasic    | Apr. 2018 – May 2019   | Consultant assistance | The consultant revised the draft Stormwater Management Capital Plan and presented the final plan to the Village Board on April 23. Adoption is expected in May.  |
| 723 | McHenry County Council of Governments Shared Services Study ( <a href="#">see website</a> )   | Brian Daly     | May 2018 – June 2020   | Staff assistance      | CMAP staff is continuing to assess local government services and assets, analyzing budgets and policies, and conducting interviews with stakeholders and experts. The project team has been conducting outreach to government districts to encourage their participation in the project. |
| 724 | McKinley Park Development Council neighborhood plan ( <a href="#">see website</a> )           | Ricardo Lopez  | Feb. 2018 – Dec. 2019  | Staff assistance      | The draft Existing Conditions Report will be presented to the Steering Committee on May 6 and a public visioning workshop will be held on May 15 to begin the visioning phase of the planning process.   |
| 725 | Montgomery Zoning and Subdivision Ordinance ( <a href="#">see website</a> )                   | Jake Seid      | Sep. 2018 – Sep. 2021  | Staff assistance      | The project team completed work on the recommendations memo in April and will be sending it to Village staff for review in May prior to review by the steering committee.  |
| 726 | North Avenue corridor plan ( <a href="#">see website</a> )                                    | Cindy Cambray  | Jan. 2018 – June 2019  | Staff assistance      | Mobility and revitalization recommendations for the corridor were presented to the Steering Committee in April and will be presented to the public at an open house on May 9.  |
| 727 | Northwest Municipal Conference multimodal transportation plan ( <a href="#">see website</a> ) | Lindsay Bayley | Sept. 2018 – Feb. 2020 | Consultant assistance | The first Steering Committee meeting was held on April 23 <sup>rd</sup> to review existing conditions and discuss outreach and next steps. A survey of municipal staff was conducted and analyzed. A public  |

| No. | Project   | CMAP lead     | Timeline              | Assistance type       | Status and notes  |
|-----|---|---------------|-----------------------|-----------------------|---|
|     |   |               |                       |                       | survey to better understand current conditions, concerns, and priorities has been released, and is being promoted.  |
| 728 | Chicago Belmont-Cragin Avenues for Growth (see <a href="#">website</a> )            | Heidy Persaud | Apr. 2018 – Oct. 2019 | Consultant assistance | The 3 <sup>rd</sup> Advisory Committee meeting will be held on May 16 <sup>th</sup> and a Community Meeting is scheduled for June 22 <sup>nd</sup> . The consultant team has provided a draft plan to CMAP for internal review. |
| 730 | Robbins stormwater, TOD, and industrial area plan                                   | Kelwin Harris | Jan. 2018 – June 2019 | Staff assistance      | The Existing Conditions Report is complete. Visioning is underway and key recommendations are being developed.  |
| 731 | Sandwich planning priorities report   | Jared Patton  | Jan. 2018 – May. 2019 | Staff assistance      | The final document is undergoing internal review by the Communications Department.  |
| 733 | South Suburban Mayors and Managers Association Pilot Embedded Staff Planner Program | Patrick Day   | Mar. 2019 – Mar. 2021 | Staff assistance      | CMAP staff continued as staff planners for the Villages of Calumet Park and Sauk Village, primarily completing initial project activities to meet with stakeholders and understand local priorities.                            |
| 734 | Summit zoning ordinance update  | Jake Seid     | Nov. 2018 – Jan. 2020 | Consultant assistance | Duncan Associates is preparing its recommendations memo, which is the first major deliverable of the project.   |
| 735 | Thornton planning priorities report (see <a href="#">website</a> )                  | Kate Evasic   | May 2018 – May 2019   | Staff assistance      | CMAP sent the final Planning Priorities Report to the Village. A presentation to the Village Board is planned for May 20.   |

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# Chicago Metropolitan Agency for Planning

Agenda Item No. 5.1

233 South Wacker Drive  
Suite 800  
Chicago, Illinois 60606

312 454 0400  
[www.cmap.illinois.gov](http://www.cmap.illinois.gov)

## MEMORANDUM

**To:** CMAP Board

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

**Date:** May 1, 2019

**Re:** Approval for Sole Source Agreement for INRIX Truck Data

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Staff is seeking Board approval to procure a small-medium truck database to augment its large truck database. This information is used to analyze and understand freight bottlenecks and to support truck route planning. This database includes GPS latitude and longitude coordinates and truck waypoints for small-medium size trucks that will allow CMAP to analyze last-mile delivery issues and the impacts of e-commerce on the transportation system.

This is a sole source procurement due to the lack of any other vendor's ability to deliver small-medium truck data.

It is recommended that the Board approve a sole source agreement in the amount of \$49,500 from **INRIX** for use in the analysis of small-medium truck movements. Support for this procurement is included in the FY19 Operating Budget.

**ACTION REQUESTED:** Approval



## MEMORANDUM

**To:** CMAP Board

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

**Date:** May 1, 2019

**Re:** Contract Sole Source Agreement for Liferay Content Management  
Software for the CMAP Website

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Staff is seeking Board approval to enter into a multi-year renewal agreement with Liferay, Inc. for maintenance of the Content Management System (CMS) for the CMAP website. CMAP uses Liferay to support the creation and modification of digital content within the website environment.

The current Liferay software version has been in production at CMAP since 2010 and will require an upgrade to the most recent version. Although other content management systems are available, transitioning to a new system would be prohibitively expensive. This sole source procurement is directly with the manufacturer and will allow CMAP to obtain the lowest cost possible for this software application.

It is recommended that the Board approve a 3-year renewal agreement with Liferay, Inc. for the CMS software for the CMAP website. The procurement will include licenses and support for the most recent version of the software for both the Production and Non-Production web servers. The total cost for this renewal will not exceed \$83,718.75, which reflects a 5-percent multi-year discount.

**ACTION REQUESTED:** Approval





## MEMORANDUM

**To:** CMAP Board

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

**Date:** May 1, 2019

**Re:** Approval for Contract for Liferay Website Hosting and Support

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On March 1, 2019, CMAP issued RFP 216, Liferay Website Hosting and Support, to seek proposals for a firm to provide Liferay-based website hosting and support. It is critical for the agency's website to have minimum downtime and have a hosting service that is responsive to agency requests.

### **Review Process**

A Request for Proposals (RFP) was sent to five potential vendors and posted to the CMAP website. Staff held a non-mandatory Pre-bid information session on March 12, 2019. On March 29, 2019, CMAP received proposals from two firms: Omegabit, LLC, and Croz, in partnership with Firelay.

Proposals were reviewed by CMAP staff. All proposals submitted in response to this Request for Proposals were analyzed for completeness and cost effectiveness. The following criteria were used in evaluating proposals:

- The firm's demonstrated record of experience and responsiveness in providing services in the areas identified in the Scope of Services, emphasizing work done for organizations of similar size and complexity.
- The qualifications and experience of the firm's personnel to be assigned to CMAP's work in the areas identified in the Scope of Services and their training and experience with Liferay hosting and support.
- The firm's depth of staff and availability of resources in the areas identified in the Scope of Services.
- Cost to CMAP.

Table 1 shows the scores of each firm that submitted a response to the RFP

**Table 1: Scoring**

| <b>Criteria</b>   | <b>Maximum Score</b> | <b>Croz</b>      | <b>Omegabit</b>  |
|---|----------------------|------------------|------------------|
| Overall experience and responsiveness                   | 30                   | 20               | 27               |
| Qualifications and experience of the firm's personnel   | 30                   | 22               | 27               |
| The firm's depth of staff and availability of resources | 20                   | 12               | 17               |
| Cost to CMAP (Annual)                                   | 20                   | 20<br>(\$40,599) | 13<br>(\$58,200) |
| <b>Total</b>  | <b>100</b>           | <b>74</b>        | <b>84</b>        |

**Recommendation for Contractor Selection**

The team unanimously selected Omegabit due to their responsiveness and grasp of the needs specified in the RFP scope, their experience and expertise with Liferay (the firm focuses on Liferay website hosting exclusively), and the accessibility of their staff, including the project manager. Omegabit also has other government clients, an indication that they understand the needs of an agency such as CMAP.

The proposal submitted by Croz and Firelay did demonstrate the knowledge and expertise that Firelay has with Liferay, and they did submit the lowest cost bid. It was unclear to the team exactly which services were considered standard and covered under the flat monthly rate and which services were considered to be chargeable, which made it difficult to determine the best value for agency. The project manager was not clearly identified, nor did the firm provide contact information for the references provided, as requested in the RFP.

It is recommended that the Board approve a contract with Omegabit, LLC for two years with three 1-year options for renewal, not to exceed \$45,000 annually for a total not-to-exceed cost of \$225,000.00. Option year renewals will be based upon vendor performance and available budget. Support for this project will be included CMAP's annual Operating Budgets.

**ACTION REQUESTED:** Approval



## MEMORANDUM

**To:** CMAP Board

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

**Date:** May 1, 2019

**Re:** Approval for Contract Amendment of Scope and Time for  
Architectural Design Services with Wright Heerema

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CMAP is requesting approval to amend the current contract with Wright Heerema for Architectural Design Services and exercise the option to include additional design services.

As part of its response to CMAP's RFP, Wright Heerema proposed providing additional design services including 1.) Mechanical, Electrical, Plumbing and Fire Protection (MEPFP), 2.) Audio-Video and 3.) Data Center design services to CMAP as an optional service. With the move scheduled for August 2020, CMAP would like to amend its current contract with Wright Heerema to exercise this option and include the additional design services. Wright Heerema has been assisting CMAP in developing preliminary space designs. Their knowledge of the project, familiarity with CMAP's business requirements, and their experience in providing these services for similar projects will allow CMAP to meet its targeted move date.

It is recommended that the Board approve an amendment to the existing contract exercising the option to include the above listed additional design services. Further, it is recommended that the Board approve that a portion of the broker fee credit, in the amount of \$82,173, be used to fund these optional services.

ACTION REQUESTED: Approval

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## MEMORANDUM

**To:** CMAP Board

**From:** Melissa Porter

**Date:** May 1, 2019

**Re:** CMAP-MPO Policy Committee

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Per the Memorandum of Understanding (MOU) between CMAP and the MPO Policy Committee, it is to be updated periodically but no less than every four years. It was last updated in October 2017.

Since that time, the CMAP Board has approved the committee changes that are not reflected in the MOU. The attached proposed edits update the Committee Reporting section. They also make other minimal substantive, grammatical, and stylistic changes, which are summarized below.

- Amend references to the “Policy Committee” to be the “MPO Policy Committee”, which is consistent with the MPO Policy Committee By-Laws, CMAP’s website, and CMAP practice.
- Revise the title of the top level of the committee structure to be called the “governing” level rather than the “policy” level, which more accurately reflects the CMAP Board and the MPO Policy Committee functions and avoids confusion with the use of the word policy in the MPO Policy Committee title.
- Provide descriptions for the coordinating and working committee levels that are more flexible to allow the CMAP Board to change their composition without requiring an MOU update.
- Clarify that the Transportation Committee is a working committee and its relation the MPO Policy Committee, as stated in the MPO Policy Committee By-Laws.
- Capitalize “Board” when referring to the CMAP Board.

- Include a reference to the “Regional Planning Act” and deletes an historical reference to the “Regional Planning Board”.

CMAP staff has consulted some members of the MPO Policy Committee on the proposed changes and feedback is included in this draft. The CMAP Board and any additional MPO Policy Committee feedback will be included in a final version of the MOU, which CMAP staff will bring to both in June 2019 for approval.

ACTION REQUESTED: Discussion

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**Memorandum of Understanding**  
**Between the Chicago Metropolitan Agency for Planning**  
**and the [MPO Policy Committee](#)**  
**Encompassing Transportation Planning and Programming in**  
**Northeastern Illinois**

—

This agreement is entered into by the Chicago Metropolitan Agency for Planning (CMAP) as the state-designated comprehensive regional planning agency and the Policy Committee serving as the federally designated metropolitan planning organization ([MPO Policy Committee](#)) for northeastern Illinois.

The Chicago Metropolitan Agency for Planning and the region's [MPO Policy Committee](#) recognize the desirability and absolute necessity of the region's planning for land use and transportation to remain integrated in an open and collaborative process in which socioeconomic and environmental objectives are appropriately considered. Furthermore, the entities affirm their intent to continue and strengthen the cooperative and productive relationship, which currently exists between them.

The two bodies wish to provide a framework that will help our region connect its land use to the transportation system, preserve its environment and sustain its economic prosperity. Both the CMAP [Board](#) and the [MPO Policy Committee](#) must be responsive to the region's residents, working cooperatively with municipalities and counties that maintain authority for local land-use decisions.

**INTENT**

The ~~signatory CMAP Board and the MPO Policy Committees~~, by adopting this agreement, recognize the ~~appropriateness and~~ necessity to coordinate and integrate the region's planning for land use and transportation in an open and collaborative process.

The agreement covers the metropolitan planning area as defined by the U.S. Department of Transportation planning regulations and the region defined by the Regional Planning Act. ~~Currently, the~~ region includes the counties of Cook, DuPage, Kane, Kendall, Lake, McHenry and Will. The metropolitan planning area includes the region and Aux Sable township in Grundy County and Sandwich and Somonauk townships in DeKalb County. —The agreement covers the working relationship between the two boards, whose responsibilities are defined in the Regional Planning Act and federal legislation.

**OVERALL RESPONSIBILITIES**

CMAP – as stated in the Regional Planning Act, the [Board](#) shall be responsible for developing and adopting a funding and implementation strategy for an integrated land use and transportation planning process for the northeastern Illinois region. CMAP is also responsible for the development of an integrated comprehensive regional plan.

[MPO Policy Committee](#) – as stated in federal legislation, the metropolitan planning organization, in cooperation with the state and public transportation operators, shall develop

long-range transportation plans and transportation improvement programs for the metropolitan area.

### **COMMITTEE REPORTING**

CMAP has established a four-level committee structure: policygoverning, advisory, coordinating, and working. At the policy-governing level, the CMAP Bboard and the MPO Policy Committee will review staff and committee work to ensure that consistency and consensus are achieved.

The Citizens' Advisory Committee (CAC), the Council of Mayors, and a committee made up of county officials will together comprise the advisory level. The Council of Mayors will continue its current relationship to consider and assist in making recommendations on transportation funding allocations -that fall within with the MPO Policy Committee's responsibilities, while at the same time and also serve as a municipal advisory body to the CMAP board.

The coordinating level will provide an opportunity for CMAP Board members and working committee members to provide input on CMAP staff work products, recommendations, and policy proposals. The CMAP Board may change the number and structure of committees at the coordinating level depending on the agency's needs.

Working committees will provide input on CMAP staff work products, recommendations, and policy proposals.

The Transportation Committee for CMAP, will serve as a working committee for both ~~continue its current reporting relationship to the~~ CMAP Board and the MPO Policy Committee. Per the MPO Policy Committee by-laws, unless otherwise directed, the Transportation Committee will consider recommendations and policy decisions prior to MPO Policy Committee action. —The MPO Policy Committee and the CMAP Bboard will jointly determine the structure and member organizations of the Transportation Committee. ~~The Transportation Committee will also provide input to the two coordinating level committees of the CMAP board: Planning and Programming.~~—The MPO Policy Committee will appoint the chair and vice-chair of the Transportation Committee. ~~The chair and vice chair will each serve on one of the coordinating committees.~~—

The MPO Policy Committee will establish such committees and task forces as it may deem necessary to effectively carry out the region's transportation planning and programming activities.

### **STAFF SUPPORT**

It is the intent of both the CMAP Bboard and the MPO Policy Committee that the staff of CMAP be responsible for the region's work program that addresses planning for both transportation and land use in northeastern Illinois. The Executive Director of CMAP will ensure that adequate staff support is provided to carry out the transportation planning and programming activities as described in the annual Unified Work Program (UWP) and approved by the CMAP-Bboard and the MPO Policy Committee. CMAP staff will interact with support the MPO Policy Committee to ensure that the MPO Policy Committee is fully and meaningfully involved in the development of at least those matters designated by federal law as within the MPO's purview.



## **FINANCIAL SUPPORT**

The CMAP ~~b~~Board and the MPO Policy Committee recognize the need for CMAP to have a diversified, sustainable match for its federal transportation funds, and they acknowledge the necessity for CMAP to charge dues to transportation agencies and local governments in the region. The CMAP ~~b~~Board will adopt a dues schedule each year as part of its budget, and also indicate other potential sources of revenue to help match transportation funds and support non-UWP eligible work that aligns with CMAP's statutory responsibilities and its mission.

## **CROSS COMMITTEE MEMBERSHIP**

Recognizing the need for effective communication, the ~~legislation creating the Regional Planning Board, now known as CMAP Regional Planning Act,~~ established a non-voting position for the MPO Policy Committee on the CMAP board. To ensure ~~policy level~~ communication between ~~the signatory bodies~~ the CMAP Board and the MPO Policy Committee, the MPO Policy Committee will add two designated members from the CMAP ~~b~~Board to its Committee.

## **APPROVAL PROCESS**

Federal regulations require the MPO to approve various plans, programs and related documents. ~~CMAP staff will develop~~ ~~Such plans, programs and related documents will be developed by CMAP staff~~ utilizing the committee structure established by the CMAP ~~b~~Board and the MPO Policy Committee. Recommendations made by the Transportation Committee will be forwarded to the MPO Policy Committee and ~~either the Planning or Programming a-~~ coordinating committee as appropriate. Recommendations from these committees will be forwarded to the CMAP ~~b~~Board, which will also receive input from the Citizens' Advisory Committee, a county officials committee, and the Council of Mayors, as relevant and appropriate. The CMAP ~~b~~Board will then forward its recommendation with comments to the MPO Policy Committee, which will act upon that recommendation. The MPO Policy Committee will take final action as required by federal law.

The ~~signatory boards~~ CMAP Board and the MPO Policy Committee recognize the need to meet certain federal requirements within established timeframes. Both boards commit to taking action in a timely fashion such that deadlines will not be jeopardized.

## **TERM**

This Memorandum of Understanding will be reviewed periodically but no less than every four years. The current version of the MOU remains in effect until a new version is approved by both ~~signatory boards~~ the CMAP Board and the MPO Policy Committee.

Adopted March 14, 2007  
Reaffirmed March 12, 2009 and March 11, 2010  
Revised and affirmed March 10, 2011  
Reaffirmed March 8, 2012, March 14, 2013, and March 13, 2014  
Revised and affirmed March 11, 2015  
~~Pending revision and reaffirmation~~ Revised and affirmed October 11, 2017





## MEMORANDUM

**To:** CMAP Board

**From:** CMAP Staff

**Date:** May 1, 2019

**Re:** Schedule for ON TO 2050 Update

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The current comprehensive plan development schedule at CMAP overlaps the statewide election cycle (and some county offices), with the election itself falling less than a month after plan adoption. For example, GO TO 2040 was adopted in 2010, and the GO TO 2040 update was adopted in October 2014. ON TO 2050 was adopted in October 2018, and on the current schedule the update to ON TO 2050 would have to be complete by October 2022. Some stakeholders have suggested moving the plan cycle to avoid difficulties in crafting recommendations in a politicized environment. This memo is meant to help the Board determine the degree to which the current schedule is a significant issue and to aid discussion by the Board of the pros and cons changing the schedule.

### Options

Under federal law, metropolitan planning organizations serving regions that do not meet air quality standards -- like CMAP in the Chicago area -- have to update their long-range plans at least every four years. If CMAP were to change its plan cycle, it would need to do so by producing the update earlier than October 2022. (Producing an update on 2023 would be one year longer than permitted by law.) However, CMAP could do a brief technical update sooner to trigger a new long-range planning timeline. CMAP could then do a more significant update four years later and a new long-range plan four years after that. Based on these considerations, there are at least three options:

- **Adopt full update October 2021.** This option would move the plan cycle one year ahead of the statewide election, which is the earliest time that CMAP staff would be able to carry out sufficient analysis, committee presentations, and public engagement that a full update would require. However, the schedule would be tight. One benefit is that offering state level proposals to the plan a year before an election could aid implementation, if a candidate that champions them is elected. The risk, on the other hand, is that the opposite could occur. Furthermore, moving the update to the year before a gubernatorial election may do little to depoliticize

issues given how long election seasons are. There may also be limited willingness to take up new initiatives in the year before an election, and a new administration may set aside the initiatives of the prior one, both of which could stymie early plan implementation.

- **Adopt technical update October 2020, then full update in October 2023.** Because the next full update would be drafted in the year after the statewide election and the City of Chicago mayoral election, the plan could better reflect the initiatives of recently elected officials. And because of the longer timeframe before the full update, Census 2020 data will be available and CMAP's land use model should be ready for use, which will improve the technical basis of the plan.
- **Stay on current cycle.** One benefit of this approach is that the plan's recommendations are fresh immediately after major election, which can help generate momentum soon after plan adoption when policy agendas are still in formation. The plan can help to shape policy. Garnering broad support for, and approving, a plan during a contentious time can show the strength of a planning process. The main downside is that the current cycle may make the plan more difficult for elected officials (or their appointees) to vote on when they are facing reelection.

### **Next Steps**

The main reason for discussing the plan cycle so soon after ON TO 2050 adoption is because staff would potentially need to begin work on an update in the next fiscal year. This memo also addresses a persistent question from stakeholders about the effect elections have on plan development. The plan will always come soon after or soon before some election. The advantage or disadvantage of adopting a plan ahead of or after an election may depend unpredictably on the specifics of the plan and the campaign issues.

In the next few months, CMAP staff intends to hold further discussions with other stakeholders as well as soliciting the perspectives of the Federal Highway Administration and the Illinois Department of Transportation. The options considered may change as a result. Staff anticipates preparing a recommendation for the joint October Board and MPO Policy Committee meeting, which allows for input by the new CMAP executive director as well.

ACTION REQUESTED: Discussion

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## MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: May 1, 2019

Re: State Legislative Update

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The General Assembly reconvened on Tuesday, April 30 after a two-week recess. The deadline for bills to leave their respective chambers preceded the recess—bills that did not meet their legislative deadlines are noted in the analysis below. The next deadline is Friday, May 10, when all bills must pass committees in the opposite chambers. While state budget discussions have not begun in earnest, CMAP is closely monitoring several budgetary items, including IDOT and other agency appropriations.

During the recess, the Senate held hearings on state infrastructure needs. CMAP testimony on Monday, April 29, focused on the [principles for sustainable infrastructure funding](#). Staff continue to share relevant research with capital proposals with legislators and staff in both chambers to inform the legislative process.

CMAP continues to monitor legislative measures with relevance to ON TO 2050, as well as subject-matter hearing discussions. Staff do not recommend the board take any new positions. The deadline for reading and passing of all substantive bills is Friday, May 24, and session is scheduled to conclude on Friday, May 31.

ACTION REQUESTED: Discussion



## May 2019 Legislative Summary

| Subject   | Bill                   | Summary  | Status  | Agency Position   |
|---|------------------------|--|---|---|
| <b>CAPACITY TO PROVIDE A STRONG QUALITY OF LIFE</b>                     |                        |  |   |   |
| Property tax assessment   | <a href="#">SB1379</a> | <p><b>Sen. Toi Hutchinson (D-Chicago Heights)</b><br/><b>Rep. Will Davis (D – East Hazel Crest)</b></p> <p>Authorizes the Cook County Assessor’s Office, and all other county assessor’s offices with the approval of their respective county boards, 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. Amendments have clarified applicability. The requirement applies to larger buildings, non-owner occupied residential buildings with six or more units and commercial properties with a market value greater than \$1 million. Data would be aggregated and anonymized to inform assessment process. This initiative of the Cook County Assessor, would bring county assessment processes in line with other states including New York, Massachusetts, Virginia, and Washington D.C. The companion bill in the House, <a href="#">HB2217</a>, failed to make the legislative deadline.</p> <p>ON TO 2050 calls for improved access to public information through technology and transparency. Fairer and more predictable assessments could attract additional investments into the region, including in disinvested areas.</p> | <p>4/4/2019<br/><b>Senate</b><br/>Passed Third Reading<br/>(036-016-001)</p> <p>4/4/2019<br/><b>House</b><br/>Referred to Rules<br/>Committee</p> | <b>Support</b>  |
| <b>A MODERN MULTIMODAL SYSTEM THAT ADAPTS TO CHANGING TRAVEL DEMAND</b> |                        |  |   |   |
| Transit working cash  | <a href="#">HB2823</a> | <p><b>Rep. Mike Zalewski (D – River Forest)</b><br/><b>Sen. Martin Sandoval (D – Cicero)</b></p> <p>Permits the use of lines of credit for the RTA as an eligible form of short term financing in addition to working cash notes and extends the authorization from 2018 to 2022. Includes language on default proceedings, as well as language specific to allowing CTA to use</p>  | <p>4/9/2019<br/><b>House</b><br/>Passed Third Reading<br/>(062-049-001)</p> <p>4/10/2019<br/><b>Senate</b></p>                                    | <p><b>Support</b></p> <p><i>*CMAP board supported in prior sessions</i></p> |

| Subject | Bill | Summary   | Status                  | Agency Position |
|---------|------|---|-------------------------|-----------------|
|         |      | working cash notes. The companion bill in the Senate, <a href="#">SB2005</a> , failed to make the legislative deadline.   | Referred to Assignments |                 |
|         |      | Staff recommends supporting this legislation because, until the State of Illinois catch ups on its bill backlog, the RTA's capacity to issue working cash notes is a critical tool for continuing operations and system improvements. |                         |                 |

### Roster of previously reviewed bills

The following bills have missed legislative deadlines for year one of the 101<sup>st</sup> General Assembly. However, they may be revisited later in session.

[SB2049](#) and [HB270](#) Destination-based sales tax  
[SB198](#) Motor fuel tax eligibility (CMAP supports)  
[SB213](#) Stormwater utilities (CMAP supports)  
[SB2005](#) RTA working cash notes (CMAP supports)  
[HB43](#) Southland reactivation sites  
[HB102](#) Local MFT by ordinance (CMAP supports)

[HB825](#) Local stormwater utility (CMAP supports)  
[HB2053](#) Electric vehicle fees (CMAP supports)  
[HB2217](#) Income producing properties (CMAP supports)  
[HB2525](#) Township consolidation  
[HB2575](#) Autonomous vehicles  
[HJR8](#) I55 Managed lanes (CMAP supports)

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