



**Chicago Metropolitan Agency for Planning (CMAA)  
Board**

**Annotated Agenda  
Wednesday, February 8, 2017**

**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 – January 11, 2017**  
ACTION REQUESTED: Approval
- 4.0 Executive Director’s Report**
- 4.1 Dues Update
  - 4.2 Executive Director Outreach
  - 4.3 Local Technical Assistance (LTA) Update
  - 4.4 Other Announcements
- 5.0 Procurements and Contract Approvals**
- 5.1 Contract Approval for Regional Household Travel and Activity Survey
  - 5.2 Contract Approval for IT Audit
  - 5.3 Contract Approval for Community Outreach
  - 5.4 Approval for Financial Software System Upgrades and Improvements
- ACTION REQUESTED: Approval
- 6.0 Committee Reports**
- The chair of the Planning Committee will provide an update from the meeting held prior to the board meeting. A written summary of the working committees and the Council of Mayors Executive Committee will be distributed.
- ACTION REQUESTED: Information
- 7.0 Legislative Agenda and Framework**
- 7.1 State Framework and Agenda. Staff will present the draft 2017 State Legislative Framework and Agenda for approval. The State

Legislative Framework lists CMAP's legislative principles based on GO TO 2040. The State Agenda highlights the policy priorities for CMAP in the upcoming legislative session.

ACTION REQUESTED: Approval

7.2 Federal Agenda. Staff will present the draft 2017 Federal Agenda for approval. The Federal Agenda highlights CMAP's policy priorities for the incoming Congress and Administration and describes the agency's legislative principles based on GO TO 2040.

ACTION REQUESTED: Approval

### 8.0 ON TO 2050 Financial Plan Update

CMAP must prepare a financial plan, including expected revenue sources to carry out the operation, maintenance, and expansion of the region's surface transportation system over the ON TO 2050 planning period. Staff will provide an update on the revenue forecasts and allocation category definitions. In March, Staff will also present the expenditure forecast.

ACTION REQUESTED: Discussion

### 9.0 Other Business

### 10.0 Next Meeting

The Board meets next on March 8, 2016.

### 11.0 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.

### 12.0 Executive Session

The Board will adjourn to an Executive Session to review minutes of prior Closed Session Minutes under IOMA Section 2(c)(21).

### 13.0 Adjournment

### Chicago Metropolitan Agency for Planning Board Members:

\_\_\_ Gerald Bennett, Chair

\_\_\_ Rita Athas

\_\_\_ Frank Beal

\_\_\_ Matt Brolley

\_\_\_ Franco Coladipietro

\_\_\_ Janel Forde

\_\_\_ Elliott Hartstein

\_\_\_ Al Larson

\_\_\_ Andrew Madigan

\_\_\_ John Noak

\_\_\_ Rick Reinbold

\_\_\_ William Rodeghier

\_\_\_ Carolyn Schofield

\_\_\_ Peter Silvestri

\_\_\_ Peter Skosey

\_\_\_ Sean McCarthy

\_\_\_ Brian Oszakiewski

\_\_\_ Leanne Redden



# Chicago Metropolitan Agency for Planning

## Agenda Item No. 3.0

233 South Wacker Drive  
Suite 800  
Chicago, Illinois 60606

312 454 0400  
www.cmap.illinois.gov

## Chicago Metropolitan Agency for Planning (CMAP) DRAFT Board Meeting Minutes January 11, 2017

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, Matthew Brolley-representing Kane and Kendall Counties, Franco Coladipietro-representing DuPage County (via tele-conference), Janel Forde-representing the City of Chicago, Elliott Hartstein-representing Lake County, Al Larson-representing northwest Cook County (via tele-conference), John Noak-representing Will County (via tele-conference), Rick Reinbold-representing south suburban Cook County (via tele-conference), William Rodeghier-representing suburban Cook County, Carolyn Schofield-representing McHenry County, Peter Skosey-representing the City of Chicago, and John Yonan, representing the MPO Policy Committee.

**Staff Present:** Joe Szabo, Melissa Porter, Angela Manning-Hardimon, Bob Dean, Tom Garritano, Tom Kotarac, Gordon Smith, Elizabeth Oo, and Sherry Kane

**Also Present:** James Savio, Sikich LLP

**Others Present:** Garland Armstrong-Access Living, Heather Armstrong-Access Living, Len Canata-WCMC, Jackie Forbes-Kane/Kendall Council of Mayors, Janell Jensen-McHenry Council of Mayors, Mike Klemens-WCGL, Patrick Knapp- Kane/Kendall Council of Mayors, Kelsey Mulhausen, and Vicky Smith-Southwest Conference.

### 1.0 Call to Order and Introductions

CMAP Board Chair Mayor Gerald Bennett called the meeting to order at 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**

A motion to approve the minutes of the CMAP Board of November 9, 2016, as presented was made by Carolyn Schofield and seconded by President William Rodeghier. All in favor, the motion carried.

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

Executive Director Joe Szabo reported that the ON TO 2050 update had been included in the Board packet along with the Local Technical Assistance (LTA) program update and introduced Tricia Hyland, CMAP's Senior Development Specialist. Szabo reported that the Surface Transportation Program (STP) agreement between the City of Chicago, the Council of Mayors, and the MPO Policy Committee that covers the distribution of STP funds has historically been updated after a new federal transportation bill has passed. With the U.S. DOT having finalized several planning and performance-measurement regulations that impact the STP and implementation of the regulations will be part of the certification review, it seemed a good time to begin conversations about changes to the agreement to ensure federal rules are met and the policies of GO TO 2040. A meeting of the Council of Mayors Chair and Vice-Chairs, along with three representatives from the City of Chicago, IDOT, and FHWA is expected in February, Szabo concluded.

### **5.0 Annual Financial Report for the Year Ended June 30, 2016**

From the accounting firm of Sikich LLP, Jim Savio presented the Annual Financial Report and Single Audit for the Year Ended June 30, 2016. Savio reported that the review had gone smoothly and thanked CMAP staff for their help. Highlighting various components of the report, Savio reviewed the Independent Auditor's Report that is prepared by the auditors for the Annual Financial Report (management is responsible for the remainder of the report). Savio reported that again this year, an unmodified opinion was issued (the highest level), that the agency adopted GASB 72 related to fair value measurement, and asked that the Board review the Management's Discussion and Analysis (MDA). Savio also drew attention to Statement of Net Position—the Balance Sheet (and explained GASB 68), the Statement of Revenues, Expenses, and Changes in Net Position (showing a net income of about \$345,000), schedule related to grant activity, the Single Audit, including the Schedule of Expenditures of Federal Awards and Schedule of Findings and Questioned Costs. An unmodified opinion was issued, Savio continued, for internal control and financial reporting no material weaknesses and no deficiencies were noted as well as no instances of non-compliance were identified. Further, Savio concluded, under Federal Awards, again no material weaknesses or significant deficiencies were identified.

A motion by Frank Beal was seconded by Mayor John Noak to approve acceptance of the FY 2016 Annual Financial Report and Single Audit. All in favor, the motion carried.

### **6.0 Procurements and Contract Approvals**

Deputy Executive Director of Finance and Administration Angela Manning-Hardimon presented the procurements and contracts for approval by the board that included: a contract award to Camiros for the City of Harvard's zoning and subdivision ordinances at a cost not to exceed \$80,530.00; a contract award with RSG to perform the freight model enhancements work in the amount of \$199,832; a budget increase and contract extension for Thirst Design Integration Consultants of \$150,00 in FY 2017, \$200,000 in FY 2018 and \$200,000 in FY2019; and a resolution authorizing an intergovernmental agreement with

the Chicago Housing Authority (CHA) and associated contract with BRick Partners to conduct their portion of the Regional Housing Initiative (RHI) work in a total amount of \$140,000. A motion by Mayor John Noak was seconded by Frank Beal to approve the contract awards and Resolution as was presented. All in favor, the motion carried.

## **7.0 Committee Reports**

Committee Chair, Rita Athas reported that the Programming Committee had met earlier in the morning, had discussed the change in the programming committee that will be overseeing not only the Local Technical Assistance (LTA) program, but also transportation-related programming. A presentation was given by the Village of Riverside, who had very much appreciated CMAP's assistance on some of the implementation activities that had occurred since the adoption of the Village's Central Business District Plan, Athas continued and staff had presented a draft of the 2017 State Legislative Framework and Agenda as well as the Federal Legislative Agenda.

A written summary of the working committees and the Council of Mayors Executive Committee was also distributed.

## **8.0 Unified Work Program (UWP) Process**

Deputy Executive Director of Finance and Administration Angela Manning-Hardimon gave a brief overview of the Unified Work Program (UWP) Process, reporting that a call for projects, due on January 30 for both core and competitive programs, had been issued on January 3, 2017, that presentations of the proposals will be made at a UWP meeting on February 15, 2017, that members will rank competitive proposals by the end of February, that the FY 2018 program will be adopted at the Committee's meeting in March, with a presentation of the program to the Transportation Committee in April and consideration by the Programming Committee, the CMAP Board and the MPO Policy Committee at meetings in June. A final document, Manning-Hardimon concluded, would be published and release in late June 2017.

## **9.0 ON TO 2050-Alternative Futures Engagement**

CMAP staff, Liz Oo gave a presentation related to ON TO 2050 Alternative Futures, recalling the five different Alternative Futures—climate change impacts intensified, continued economic restructuring, further depletion of public resources, greater mobility enabled technology and more people choosing mixed-use, walkable communities—that had been presented at the Board's last meeting. Oo outlined the main alternative future products that would be developed—memos, MetroQuest, and Kiosks—and explained goals, content, and primary audiences for each. Using intensified climate change as an example, Oo described various impacts of intensified climate change and how we might prepare for those impacts. Next steps, Oo concluded, from November 2016-March 2017 the futures would continue to be developed, strategies would be identified and prioritized and preparation for public outreach will begin. During the months of April-August 2017, the interactive visuals and MetroQuest will be released and public workshops hosted.

Related to the ON TO 2050 kiosks for which the Board approved the purchase of last November, Deputy Executive Director of Communications and Outreach, Tom Garritano gave an overview of a series of the five interactive apps that staff and consultants are in the process of developing on alternative futures, compared the new iPad kiosks to the

PC based kiosks that were used in the development of GO TO 2040, covered the benefits of the kiosks and apps related to educating and gaining feedback from users, gave a timeline of the Alternative Futures engagement and location of the kiosks, and finally a demonstration of the kiosk app, specifically related to Climate Change. High traffic locations, public buildings, and outreach to organizations to compile a list for placement of the kiosks, Garritano continued, with portable kiosks being used at festivals and other public meetings across the region. One app per month will be featured, Garritano went on to say, and at the conclusion of each app, the user will have opportunity to register and complete a more detailed survey regarding the comprehensive plan through MetroQuest, a commercial tool that staff has used for a number of years, and part of the GO TO 2040 outreach that allows for more detailed feedback than the kiosks. Garritano fielded questions related to where the 35,000 respondents from GO TO 2040 originated, if the questions raised in the apps would be randomized at the various locations, and if demographic info would be available from the kiosks. Chairman Bennett suggested that members help staff get out in their communities to host local sessions.

#### **10.0 U.S. DOT MPO Consolidation Final Rule**

Deputy Executive Director of Policy and Programming, Tom Kotarac, reported that U.S. DOT proposed a rule in June that would change the way we do planning in our region, he offered thanks to all who had weighed in on the topic during the comment period (over 660 comments total had been filed—only 16 of which were in support of the rule), and that the final rule was published in the Federal Register on December 15, 2016. Referring to maps, Kotarac explained the Urbanized Area map and its correlation to our Metropolitan Planning Area. The rule, Kotarac continued, states that you cannot have a metropolitan planning area that does not include all of the urbanized area, which would mean, at a minimum picking up areas in Indiana and Wisconsin, and possibly Michigan into our planning area. The proposed rule would essentially force a merger of the MPOs that would cover more than 500 municipalities, 11,000,000 people, and the board could consist of 100 members, and the area would consist of 8300 square miles.

Two things changed in the final rule—one of which is an option to petition DOT to be exempted from the rule. The exception option requires all parties to agree, in writing that they are too large, too many governments are impacted, and that the rule itself would produce results that would interfere with good planning. The exemption also requires the parties to prove the MPOs are already coordinating well, they have formal written agreements, and essentially are coordinating in a way that meets core requirements of the new rule. This exemption petition would have to be submitted in writing, signed by all the governors and the MPOs involved, and addressed to the DOT secretary for the exemption. The DOT Secretary would have the authority to approve or deny the exemption request, if an exemption is granted the final rule states this exemption would be permanent. Staff is drafting the exception request for distribution and hoping to get it signed by all parties and off to DOT as soon as possible.

CMAQ and the national MPO associations are also pursuing federal legislation to repeal the rule. Other options also in the works include petitioning the administration to unwind the rule and legal action.

Executive Director Szabo also reported that Illinois DOT Secretary, Randy Blankenhorn is working with his counterparts in the three states regarding the exemption, along with the

governors. The MPOs concur with CMAP, but there are two new secretaries as of the first of the year in both Wisconsin and Indiana.

When queried, Kotarac reported that the rule is effective January 19, but compliance is postponed until 2024. Kotarac mentioned it is better dealt with now, and that the cost of a merger has not been quantified (an MPO in the Northeast took more than 4 years to implement a merger and costs them twice their annual budget to accomplish a full merger).

#### **11.0 State Legislative Update**

Director of Government Affairs, Gordon Smith, reported that staff had no report of legislative matters to report from the recent lame duck session in Springfield, but that work continues in the development of the Legislative Principles (Framework) and Agenda that will be presented at next month's meeting.

Various legislative topics including pensions and property tax reform were briefly discussed.

#### **12.0 Other Business**

There was no other business before the CMAP board.

#### **13.0 Next Meeting**

The Board is scheduled to meet next on February 8, 2017.

#### **14.0 Public Comment**

Heather Armstrong-Access Living, asked if transit would be affected by the consolidation of the three Metropolitan Planning Organizations (MPOs). Executive Director Joe Szabo affirmed it would not affect transit. Armstrong also questioned if rail crossings would be affected to which Szabo responded that yes, funding for grade crossing improvements would be affected.

#### **15.0 Closed Session**

At 10:33 a.m., a motion by Mayor John Noak was seconded by President Matt Brolley to adjourn to a closed session, pursuant to ILCS 120/2(c)(11) of the Open Meetings Act to discuss a matter of litigation and pursuant to ILCS 120/2(c)(1) to discuss the Executive Director's performance review. All in favor, the motion carried.

At 10:54 a.m., a motion to return to the regular meeting made by Mayor Al Larson was seconded by Mayor John Noak and with all in favor, carried.

Board Chairman Mayor Bennett reported that the Board has considered the performance review of the Executive Director and a 4% salary increase had been approved.

#### **16.0 Adjournment**

A motion to adjourn at 10:55 a.m., by Peter Skosey was seconded by Frank Beal. All in favor, the motion carried.

Respectfully submitted,

*Melissa Porter*  
Melissa Porter, Chief of Staff

01-18-2017

/stk





# Chicago Metropolitan Agency for Planning

## Agenda Item No. 4.2

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 and Committees

**From:** CMAP Staff

**Date:** February 1, 2017

**Re:** Local Technical Assistance 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 grants. To date, 188 local projects have been initiated. Of these, 141 projects have been completed, and the remainder are underway.

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. This report also includes detail on implementation progress for selected completed projects.

**ACTION REQUESTED:** Information



## Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Arlington Heights bicycle-pedestrian plan (see <a href="#">website</a> )	John O'Neal	May 2014-Feb. 2017	Staff assistance	"First pass" InDesign layout completed. Village/BPAC additions to text discussed at December 15 Steering Committee/BPAC meeting incorporated. Plan currently in final InDesign layout, with completion targeted for end of February. Village/BPAC currently assembling terms for a plan index. Coordination with Village staff for plan approval/adoption underway.
Aurora downtown plan (see <a href="#">website</a> )	Lindsay Bayley	May 2015-June 2017	Staff assistance	Bondy Studios has begun professional illustrations for the plan, after touring Aurora and meeting with City of Aurora staff. The draft downtown plan will be sent to the Steering Committee after the primary election. Plans for the Public Open House have been deferred to avoid potential overlap with mayoral elections.
Beach Park planning priorities report (see <a href="#">website</a> )	Ricardo Lopez	Jan. 2016-Mar. 2017	Staff assistance	Draft planning priorities report under internal review. The draft report will be sent to Village Staff in early February for review.
Bensenville zoning update (see <a href="#">website</a> )	Jake Seid	Oct. 2015-Dec. 2017	Staff assistance	The project team met with the Steering Committee on January 30 regarding the recently completed Recommendations Memo. Drafting of the Ordinance will begin in February.
Berwyn stormwater management plan	Nora Beck	Apr. 2017-Feb. 2018	Consultant assistance	This project will now be consultant led. The scope is being updated to reflect this and the project will begin in the coming months.
Berwyn zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	Jan. 2013-June 2017	Staff and consultant assistance	Final edits to draft underway. Adoption on hold until after municipal elections in April.
Brookfield comprehensive plan	Heidy Persaud	Oct. 2016-Oct. 2017	Consultant assistance	Existing conditions report submitted to CMAP for review. Edits sent back to consultant and to be made after first steering committee meeting on January 30. Revised report to be shared with CMAP and partner agencies for review.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	July 2014-June 2017	Consultant assistance	Both the draft zoning and subdivision ordinances have been submitted by the consultant and are being reviewed by the Village and CMAP.
Chicago Heights zoning update	Maggie Jarr	Nov. 2016-Sept. 2017	Consultant assistance	The consultant met with the working group on January 12 to discuss process and scheduling. Key person interviews are underway and drafting of the Recommendations Memo will begin in February.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Chicago North River Communities neighborhood plan (see <a href="#">website</a> )	Brian Daly	Nov. 2015- Nov. 2017	Staff assistance	The project steering committee met in January to discuss and provide feedback on the draft Existing Conditions Report. CMAP staff is revising the document. There will be a public visioning workshop on February 22 to present the findings to the community and receive input on the long-term vision for the plan.
Chicago Pilsen-Little Village neighborhood plan (see <a href="#">website</a> )	Evy Zwiebach	Dec. 2013- Mar. 2017	Staff assistance	CMAP staff provided a summary of community outreach and engagement activities to DPD. DPD continues revising the draft plan. In the next month, staff will provide comments on the new draft, as well as meet with stakeholders to obtain input on the draft plan.
Chicago Pullman National Historic Park transportation plan ( <a href="https://pullmantransportation.com/">https://pullmantransportation.com/</a> )	Lindsay Bayley	June 2015- May 2017	Consultant assistance	The Pullman National Monument's Transportation and Access Plan was debuted at a public open house on January 26 at the Pullman Visitor Center, with about 80 attendees. An <a href="#">online survey</a> will be available through the first week of February to contribute ideas and input on the plan.
Chicago Riverdale area transportation plan	Tony Manno	Nov. 2016- Oct. 2017	Consultant assistance	Data collection and outreach to various community organizations, partner agencies and the Alderman's office to create a steering committee is underway. The steering committee kick-off is planned for February.
Cicero comprehensive plan (see <a href="#">website</a> )	Jonathan Burch	Apr. 2014- Apr. 2017	Consultant assistance	The Town and the contractor are finalizing changes associated with one illustrative plan.
Cook County subregional growth plan	Jonathan Burch	May 2016- Mar. 2017	Staff assistance	The project team has prepared a draft existing conditions report that is undergoing team review, with the intent to wrap up this phase by the end of February.
Cook County (Maine-Northfield) unincorporated area plan (see <a href="#">website</a> )	John Carlisle	July 2016- Dec. 2017	Staff assistance	Residential focus group was completed in January. <a href="#">MetroQuest community survey</a> is open through mid-February. CMAP staff has begun work on existing conditions report and consultant coordination.
Crystal Lake transportation plan (see <a href="#">website</a> )	Nora Beck	Mar. 2014- June 2017	Staff assistance	City staff are reviewing updated draft plan; version to be sent to steering committee for review in February.
Des Plaines comprehensive plan	Heidy Persaud	Nov. 2016- May 2018	Staff assistance	Work continued on Existing Conditions Report, along with preparation for stakeholder interviews, focus groups with large businesses and downtown businesses, and development of both print and online (Metroquest) surveys.

Project	CMAP lead	Timeline	Assistance type	Status and notes
DuPage County / Hanover Park Homes for a Changing Region (see <a href="#">website</a> )	Jonathan Burch	Nov. 2014- July 2017	Consultant assistance	In addition to working on the recommendations memo for Hannover Park, the consultant is now working on recommendations for Glendale Heights.
DuPage County Elgin-O'Hare Corridor Bicycle and Pedestrian Plan (see <a href="#">website</a> )	John O'Neal	May 2015- June 2017	Consultant assistance	Team meeting held on January 20 to discuss 1) revised version of Interim Recommendations Memo; 2) proposed prioritization criteria; and 3) advisory group and public engagement strategy. Interim Recommendations Memo posted on CMAP project website.
Franklin Park comprehensive plan (see <a href="#">website</a> )	John Carlisle	Apr. 2015- May 2017	Staff assistance	CMAP staff is finishing revisions to infrastructure-related recommendations based on village engineer comment and review. External partner agencies will begin review of draft in February. Steering Committee and public review of the draft will occur in early April.
Governors State University green infrastructure plan	Holly Hudson	June 2015- Apr. 2017	Consultant assistance	The consultant team continued to finalize the stormwater management plan. A draft report is expected in late January/early February.
Hampshire planning priorities report (see <a href="#">website</a> )	Tony Manno	Mar. 2016- Feb. 2017	Staff assistance	Key recommendations section is being drafted.
Harvard zoning update	Jake Seid	Jan. 2017- June 2018	Consultant assistance	A kick-off among City of Harvard, Camiros, and CMAP staff took place January 26. Camiros will begin work on the project in earnest in February.
<i>Homer Glen plan commissioner training</i>	<i>Patrick Day</i>	<i>Feb. 2016- Jan. 2017</i>	<i>Staff assistance</i>	<i>Newly completed. CMAP staff completed the final phase of this project (Phase 4: Project Assessment) and presented findings internally on January 19.</i>
Huntley zoning update	Patrick Day	May 2015- May 2017	Consultant assistance	Village and CMAP staff continue review of the completed draft ordinance.
Impact DuPage affordable housing strategy	Jonathan Burch	Mar. 2016- Apr. 2017	Staff assistance	After positive feedback on the recommendations memo from the steering committee, the team will start writing the draft report.
Joliet Chicago Street plan	Stephen Ostrander	Dec. 2016- Dec. 2017	Consultant assistance	On January 4, consultant (Ginkgo Planning and Design) met with City and CMAP in preparation for kickoff meeting with project steering committee, which is tentatively scheduled for March 1.
Lisle downtown parking plan (see <a href="#">website</a> )	Lindsay Bayley	Mar. 2016- Oct. 2017	Staff assistance	The downtown parking conditions and transportation overview report is under internal review and will be sent to Village staff and the

Project	CMAP lead	Timeline	Assistance type	Status and notes
				Downtown Planning Advisory Committee in February. An online survey will also be developed.
Lower Salt Creek Watershed-based Plan	Holly Hudson	Jan. 2016- Dec. 2017	Staff assistance	CMAP staff and project partners DuPage County Stormwater Management and DuPage River Salt Creek Workgroup continued on revisions and additions to the watershed resource inventory, a final draft of which is due to Illinois EPA in mid-February.
McHenry County Fox River corridor study	Kate Evasic	Sept. 2016- Mar. 2018	Staff assistance	Staff continued to conduct interviews with key stakeholders and is preparing for a public open house on March 2 and the launch of an online survey. Development of the existing conditions report is underway.
Metropolitan Planning Council Great Rivers project	Evy Zwiebach	Dec. 2015- June 2017	Staff assistance	Per feedback from the Cal-Sag Coalition, staff research alignment between previous plans and the <i>Our Great Rivers</i> vision, and identified opportunities for the <i>Our Great Rivers</i> planning initiative to assist with implementation of previous plans. Staff also completed a review of past plans completed in the remainder of the study area.
Midlothian 147 <sup>th</sup> Street corridor improvements (see <a href="#">website</a> )	Tony Manno	Apr. 2016- June 2017	Staff and consultant assistance	The consulting engineers have completed their analysis along the corridor and the project team will meet with the Village in February to discuss. Recommended improvements for key locations along the corridor will be examined shortly thereafter. The next steering committee meeting will take place in March and will focus on the key locations and recommended improvements. CMAP staff is also working with the Village on a business outreach plan to ensure that any improvements recommended will be complementary and not obstructive.
North Lawndale community plan (see <a href="#">website</a> )	Brandon Nolin	Feb. 2016- Feb. 2018	Staff assistance	Existing conditions report available for public review on project website. Second annual Community Planning Conference anticipated in April/early May to mark launch of second phase of community engagement. The conference and sub-committee meetings will be key components of LISC Quality of Life coordination and outreach. Draft Plan anticipated in Fall 2017.
O'Hare area truck route coordination	Alex Beata	July 2016- June 2017	Consultant assistance	Policy Committee met on January 6 to review the draft existing conditions memo and to discuss steps forward. Consultant team

Project	CMAP lead	Timeline	Assistance type	Status and notes
				beginning to develop draft truck-routing networks for refinement and stakeholder engagement.
Palos Park bikeways and trails plan	John O'Neal	Apr.-Dec. 2017	Consultant assistance	Project kick-off scheduled for April.
Park Forest zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	June 2013-June 2017	Staff and consultant assistance	The subdivision regulations are being prepared for submittal to the Village.
Richton Park capital improvement plan (see <a href="#">website</a> )	Brandon Nolin	June 2015-Mar. 2017	Staff assistance	Project scoring and prioritization completed in January with draft CIP due to staff in February to ensure adoption by end of Village's fiscal year. The CIP will include available results of the stormwater management plan (described below) with MWRD collaboration.
Richton Park stormwater management plan (see <a href="#">website</a> )	Kate Evasic	Apr. 2016-June 2017	Consultant assistance	Project is on hold until a separate floodway study that will inform the plan is complete. CMAP staff continues to check in with consultant performing floodway study. CMAP scheduled a meeting in February with the Village and market analysis consultant to present findings from the retail market study.
Romeoville comprehensive plan (see <a href="#">website</a> )	Brandon Nolin	Apr. 2016-Aug. 2017	Consultant assistance	Draft Sub-Area Plans Report provided to Steering Committee in January. Draft Plan document anticipated in March with public open house to be scheduled for April. Project website is <a href="https://bigpictureromeoville.com">https://bigpictureromeoville.com</a> .
South Elgin zoning update (see <a href="#">website</a> )	Patrick Day	Oct. 2014-June 2017	Staff assistance	CMAP staff are completing edits to draft Module 1 (of 3) of the UDO, prior to distribution, and have begun drafting Module 2.
South Holland comprehensive plan (see <a href="#">website</a> )	Stephen Ostrander	Apr. 2015-Aug. 2017	Staff assistance	CMAP staff prepared updated key recommendations memo to be reviewed and discussed by project steering committee in February.
SSMMA Complete Streets plan (see <a href="#">website</a> )	John O'Neal	July 2014-Mar. 2017	Staff assistance	Draft plan narrative and technical memos finalized and currently under review by CMAP management. Discussion/coordination with SSMMA regarding plan approval process underway.
Sugar Run Creek area plan (see <a href="#">website</a> )	Brandon Nolin	May 2015-Feb. 2017	Staff assistance	Steering Committee approved plan in November 2016. Presentation to Will County Land Use and Development Committee scheduled for February 7. Presentation to Will County Board anticipated on February 16.

<b>Project</b>	<b>CMAP lead</b>	<b>Timeline</b>	<b>Assistance type</b>	<b>Status and notes</b>
Villa Park zoning ordinance	Patrick Day	July 2015-May 2017	Consultant assistance	Village and CMAP staff continue review of the completed draft ordinance.
Westchester zoning ordinance	Kristin Ihnchak	Nov. 2014-June 2017	Consultant assistance	No update.
Wilmington downtown plan	Maggie Jarr	Jan. 2017-May 2018	Staff assistance	The Steering Committee kick-off meeting took place on January 19. Key person interviews, focus groups, and a public kick-off meeting are being planned for late February. CMAP staff is continuing work on the Existing Conditions Report.

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## MEMORANDUM

**To:** CMAP Board

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

**Date:** February 1, 2017

**Re:** Contract Approval for Regional Household Travel and Activity Survey

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Household travel surveys collect travel behavior data from people living in a sample of households throughout a region in order to create a comprehensive snapshot of the travel choices made by residents. These types of surveys are the only way Metropolitan Planning Organizations can measure and understand changing travel patterns and the factors that influence travel decisions, as they are the only means to collect the detailed information needed to study travel behavior. CMAP's last regional household travel survey (Travel Tracker) was conducted in 2007-08 and collected data from more than 10,500 households. A small supplemental survey was conducted in 2012 to correct for an undercount of data collected from Latino households in the original Travel Tracker survey.

CMAP is seeking to conduct a new travel survey because data from the 2007-08 Travel Tracker survey are approaching the end of their useful lifespan in being able to provide relevant information on current travel patterns in the region. The primary use of the data collected from the household travel and activity survey will be to estimate and calibrate CMAP's activity-based travel model and trip-based travel model to reflect the current travel choices made by the residents of the region. The data collected also helps CMAP meet federal regulations, such as certifying that the regional transportation plan is consistent with current and forecasted trends in land use and transportation, and provides a rich data source that is useful for a host of other planning and general research activities. The purpose of this project is to design and pre-test a survey instrument, and then to conduct a household travel survey for the CMAP region. The procedures used in this survey will be designed to make it as representative as possible of all population groups within the Chicago metropolitan planning area.

### Review Process

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on October 24, 2016. Staff held a non-mandatory on-line pre-bid information session for consultants on November 1. Questions posed during the on-line session and CMAP's responses were documented and posted on the CMAP website following the pre-bid session.

On November 21, CMAP received proposals from two consulting firms that are nationally recognized in the area of household travel surveys: Resource Systems Group, Inc. (RSG) and Westat, Inc.

A selection team of four CMAP staff members reviewed and evaluated the proposals. The selection team held interviews with each of the consultant teams at the CMAP office on December 14 and 15. Prior to the interview, each consultant received a set of specific topics that the selection committee asked him or her to address during their interview. Subsequent to the interviews, each consultant team received a set of follow-up questions from the selection committee seeking additional clarity on specific items in their proposal. RSG’s original submittal included a proposed survey size of 7,500 households, which the selection committee deemed to be too small to adequately reflect the region. As a result, the selection committee requested that RSG submit a revised cost proposal based on a survey of 12,000 households, comparable to the Westat submittal.

Following receipt of the responses, the selection team members each independently scored the proposals (taking into account the submittal itself, the interview and any additional information received from the firm) based on the following five criteria listed in the RFP:

1. The quality of the proposal’s independent articulation of the scope of work and understanding of project objectives.
2. The responsiveness of the proposal to the scope of work, as demonstrated through a clearly defined methodology, process and timeline.
3. The demonstrated experience, of both firm and personnel assigned to this project, in providing the professional services identified in the scope of work.
4. The quality and relevance of the examples of similar work performed.
5. 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, shown in the following table:

Criteria	Maximum Score	RSG	Westat
Articulation of the scope of work and understanding of project objectives	20	13.5	15.5
Responsiveness to the scope of work reflected in the methodology, process and timeline	20	13.5	17.5
Demonstrated experience of the firm and personnel assigned to the project	20	17.8	17.5
Quality and relevance of examples of similar work performed	20	15.5	15.0
Cost, including consideration of all project costs and per-hour costs	20	15.5 \$2,289,142	16.0 \$2,732,435
Total	100	75.8	81.5

**Recommendation for contractor selection**

The selection team recommends **Westat** as the contractor for the regional household travel and activity survey project. Westat is a well-known firm in the industry and has experience in completing large-scale household travel surveys such as the 2016 National Household Travel Survey and the recent Michigan Statewide Household Travel Survey. Their proposal states that their recruitment methodology yields higher-than-average response rates and they provided evidence to support the claim. Westat's proposal also included some innovative items, for instance they will integrate the Google Transit API with their smartphone data collection app to assist participants in selecting the specific transit routes they used in order to improve the quality of the data received. Additionally, Westat will use marketing data to help develop the survey-sampling frame as a way to identify household demographics that may prove to be a more cost-effective way of determining non-response bias than conducting a follow-up survey. Their proposal also included an additional level of quality control evaluation of the survey data, specifically as it relates to the data's suitability for model development of CMAP's activity-based travel model.

It is recommended that the Board approve a contract with Westat to perform the regional household travel and activity survey work for an amount, not to exceed, \$2,732,435. Support for the first year of this project has been included in the FY16 UWP Operating Budget. It is expected that subsequent years will be supported utilizing funds from the FY18 and FY19 UWP Operating Budget.

**ACTION REQUESTED:** Approval





## MEMORANDUM

**To:** CMAP Board

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

**Date:** February 1, 2017

**Re:** Contract Approval for IT Security Audit

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CMAP is interested in procuring the services of a contractor specializing in IT network security to perform security audits on four aspects of its IT infrastructure. The four aspects are an audit of CMAP's Internet facing applications, such as the CMAP website; its wireless infrastructure; its firewalls and routers; and its intrusion detection procedures and mitigation strategies.

On November 30, 2016, CMAP sent a request for proposals (RFP) for a network security audit to potential vendors and posted on CMAP's website. Responses were due on December 28, 2016. A non-mandatory pre-bid information session was held on December 13, 2016. CMAP received three responses to the RFP from the firms, Crowe Horwath, Myers and Stauffer, and Plante Moran.

### **Review process**

Two CMAP staff members reviewed and independently scored the proposal based on the following criteria:

1. The firm's demonstrated record of experience in providing the services in areas identified in the Scope of Services, emphasizing work done for organizations of similar size and complexity.
2. 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.
3. Responsiveness to the Scope of Services.
4. The reputation of the firm based on references.
5. Cost to CMAP.

The individual scores of the selection team members were combined to develop a final composite score for each proposal, the results of which are shown in Table 1 below.

Table 1.

Criteria	Maximum Score	Crowe Horwath	Myers and Stauffer	Plante Moran
Demonstrated record of experience	20	16.0	16.0	16.0
Qualifications of personnel	20	10.0	16.0	16.0
Responsiveness to scope of services	20	10.0	16.0	13.0
References	20	13.0	16.0	10.0
Cost, including consideration of all project costs and per-hour costs	20	16.0 \$24,805	16.0 \$25,840	10.0 \$32,000
Total	100	65.0	80.0	65.0

**Recommendation for contractor selection**

The team recommends the selection of **Myers and Stauffer** as the contractor for this project. Myers and Stauffer outlined a plan for addressing each of the four audit areas in a well-organized and clear manner, presenting a good understanding of the details required. The selection team felt that Myers and Stauffer appropriately addressed the quality and experience of staff and the assignment of hours to each level in comparison to the other firms. Further, Myers and Stauffer presented a long list of similar work performed for public sector clients comparable to CMAP, across a period of ten years.

It is recommended that the Board approve a one-year contract with an option of two one-year renewal contracts with **Myers and Staffer** for \$25,840.00 to perform the IT security audit. Support for this contract is included in the FY17 Operating budget. The option to renew will be dependent on performance and level of approved funding for this purpose. The maximum of the three-year contract will not exceed \$77,520.00.

ACTION REQUESTED: Approval



## MEMORANDUM

**To:** CMAP Board

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

**Date:** February 1, 2017

**Re:** Contract Approval for Community Outreach

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CMAP conducted over one hundred meetings and workshops with stakeholder organizations during the first half of 2016, including many and varied community groups, both for public input on the issues the ONTO 2050 plan will address, and to generate community investment in the planning process. Because meaningful and transparent community engagement is paramount to the development of a comprehensive regional plan that serves the region's varied and diverse constituencies, CMAP seeks to deepen and broaden its outreach by including the perspectives of residents whom CMAP has not effectively reached so far in this regional conversation. CMAP recognizes that community-based organizations' effectiveness is based in an understanding of how to engage and serve their constituents.

On July 18, 2016, CMAP released RFP 156 for Community Engagement. This RFP sought qualified organizations to conduct outreach activities to supplement CMAP's public engagement for the ON TO 2050 regional plan. Nonprofit or public sector community-based organizations were encouraged to respond. Selected organizations were to be responsible for bringing together as many local stakeholders as possible to share their ideas and vision for the future of northeastern Illinois, and record their input. The RFP offered a reimbursable fee to each organization of up to \$5,000.00 that could be used for a variety of purposes including staff planning, event facilitation time, facilities rental, meeting notifications or other eligible expenses.

CMAP received two responses to RFP 156, only one of which was from a community-based organization. As a result, CMAP has sought an alternative method to reach these targeted communities. CMAP approached two regional community development financial institutions located in the region, IFF and Enterprise Community Partners. CMAP has previous working relationships with both organizations. IFF did not believe that the project scope was within its mission. [Enterprise Community Partners](#) agreed to assist CMAP in identifying qualified organizations with the capacity to perform the outreach work required in addition to assisting each selected organization in performing the outreach work CMAP will contract for. Enterprise

Community Partners is well known and respected in the under-served communities that CMAP needs to reach. Based on its business model, Enterprise Community Partners has a developed community selection process that would assist CMAP in its outreach efforts. It is also uniquely qualified to carry out the required relationship building due to its experience with a wide range of planning topics and existing connections to the neighborhoods and groups that CMAP is seeking to engage. CMAP will pay Enterprise Community Partners a flat administrative fee of \$3,000.00 for its services.

CMAP seeks Board approval to enter into a sole source agreement with Enterprise Community Partners for \$3,000.00. Further, CMAP seeks Board approval to contract with a maximum of eight community-based organizations for a reimbursable amount \$6,000.00 each. Support for this project is included in the FY16 Operations budget. The maximum cost of this project will not exceed \$51,000.00.

**ACTION REQUESTED:** Approval





## MEMORANDUM

**To:** CMAP Board

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

**Date:** February 1, 2017

**Re:** Financial Software System Upgrades and Improvements

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In 2008, the Board approved the procurement of an integrated software application for financial and human resources services, known as the Integrated Financial and Administrative Solution (IFAS), provided by SunGard Public Sector. The application was implemented on July 1, 2009 and has provided CMAP with a robust Enterprise Resource Planning (ERP) solution.

Since CMAP's original implementation of this application, the software vendor has significantly upgraded their product and enhanced the reporting and analytic capabilities of the application. The new version called OneSolution offers improved reporting and analytic tools through the Cognos Business Intelligence (BI) software platform. Using this tool, CMAP would like to implement an enterprise-wide dashboard and reporting system that can provide a condensed visualization of CMAP financial data to project managers and executives.

In addition to the new reporting and analytics tools, other new software enhancements have been added. To take advantage of these new features and to continue advancing the agency's use of the OneSolution ERP software system, CMAP needs to contract with the software vendor (SunGard) to analyze the current system and design a plan to upgrade and improve. CMAP is seeking to conduct a Business Process Re-engineering (BPR) effort to evaluate major financial and human resource business practices and processes. The result of this effort will be a detailed plan outlining specific recommendations and suggestions for both the financial and HR platforms including but not limited to how these processes and services could be delivered more cost effectively and/or more efficiently through the software.

Overall objectives of the Business Process Re-engineering effort will include:

- Adapting existing CMAP business processes to delivered software functionality;
- Utilizing technology to decrease or eliminate steps, rework, approvals and to increase department efficiencies;

- Improve employees' experience, automating manual processes such as the submission of sick and vacation leave slips, so time can be better allocated;
- Improve financial reporting, data analysis, and internal policy making;
- Improve system stability and security and mitigate the risk of failing to perform critical business functions (e.g., process payroll);
- Establish "best practice" business processes for analyzing data;
- Establish a consistent upgrade path for future releases of the application;
- Shift focus from transactional/administrative tasks to more strategic, value-added activities; and
- Increase responsiveness to changing business needs.

During the BPR, SunGard will review CMAP's business processes, and make recommendations, which can help the organization operate more efficiently and with less expense moving forward.

It is recommended that the Board approve a contract with SunGard Public Sector for \$84,000 for (1) Professional services to develop an HR/Finance Business Process Re-engineering plan/report, (2) Provide assistance with upgrading to the current version of OneSolution, and (3) Provide software training and implementation services for the Cognos BI software. OneSolution is a propriety software of SunGard; as a result, this will be a sole source procurement.

<b>Procurement Type</b>	<b>Description</b>	<b>Cost</b>
Training and Professional Services	Cognos BI Software configuration, implementation and training	\$42,600.00
Software	Cognos BI: extension for Excel	\$ 3,000.00
Professional Services	OneSolution Software Upgrade Support from version 14.3 to 16.2	\$ 4,000.00
Professional Services	Business Process Re-engineering (BPR)	\$34,400.00
<b>Total</b>		<b>\$84,000.00</b>

Support for this sole source procurement has been included in the FY16 Operating budget.

ACTION REQUESTED: Approval

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## MEMORANDUM

**To:** CMAP Board

**From:** CMAP Staff

**Date:** February 1, 2017

**Re:** ON TO 2050 Financial Plan for Transportation Update

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As required by law, CMAP must prepare a financial plan, including expected revenue sources to carry out the operation, maintenance, and expansion of the region's surface transportation system over the ON TO 2050 planning period (2019-50). Specifically, federal regulations require that "for purposes of transportation system operations and maintenance, the financial plan shall contain system-level estimates of costs and revenue sources that are reasonably expected to be available to adequately operate and maintain Federal-aid highways" and "public transportation" (CFR § 450.322 (f) (10)).

To fulfill these requirements as part of the quadrennial long range plan, CMAP is forecasting revenues and expenditures, and prioritizing investments in the administration, operation, maintenance, enhancement, and expansion of the region's transportation system. In **September** and **November**, CMAP staff presented information on major transportation revenue trends and obligation trends, respectively, to the Transportation Committee.

Long-range financial forecasting requires determining a base set of assumptions regarding revenue and expenditures trends, understanding the future implications of current policies, and development of a robust, accurate, and straightforward methodology that is appropriate for a planning-level forecast. Similar to GO TO 2040, CMAP staff is performing financial analysis and conducting policy research to develop revenue and expenditure forecasts, including reasonably expected revenues, in consultation with CMAP committees, stakeholders, and experts.

This memo describes draft definitions for the allocation categories that will be used to prioritize expenditures, initial forecasts for core revenues, and a comparison of these forecasts to GO TO 2040.

## Core revenues

Forecasts of core revenues include funding sources the region currently receives for transportation purposes and do not include any new sources. The forecasts assume that northeastern Illinois will continue to receive revenues from federal, state, and local sources for constructing, operating, administering, and maintaining the current roadway and transit system. This includes periodic transit fare and toll rate increases, which will be necessary to ensure that there are sufficient revenues to pay for these systems over the 32-year planning period. In addition, this assumes that three state capital programs will be enacted during the planning period, which will ensure the region's ability to make capital investments in the transportation system. We do not currently expect the provisions contained in the recent amendment to the state constitution regarding transportation funds ([Article IX, Section 11](#)) to have an effect on the forecast.

As required by federal regulations, revenues were forecast in year of expenditure dollars rather than real or constant dollars, meaning that inflationary increases are included in the forecasts. The following table provides a summary of the various sources of estimated revenues totaling \$460.0 billion over the 32-year planning period. Additional details on methodology can be found at the end of this memorandum.

### Draft core revenue forecasts, 2019 to 2050, in millions, year of expenditure dollars

<b>Federal</b>	Locally-programmed federal revenue	\$12,233
	Federal transit revenue	\$26,180
	State-programmed federal highway revenue	\$23,506
<b>State</b>	Public Transportation Fund	\$22,176
	State Motor Fuel Tax	\$6,756
	Motor vehicle registration fees and other user fees	\$25,354
	Tollway revenue	\$84,797
	State capital program	\$24,563
	Other state transit	\$1,362
<b>Local</b>	RTA sales tax	\$70,510
	Local allotment of state MFT	\$8,966
	Collar County Transportation Empowerment Program	\$7,939
	Other local revenues	\$81,485
	Real Estate Transfer Tax (portion for CTA)	\$3,410
	Transit passenger fares	\$52,996
	Other transit operating revenue	\$7,804
	<b>Total core revenues</b>	<b>\$460,037</b>

**Comparison of forecasting between the GO TO 2040 update and ON TO 2050.** For the most part, the overall methodology used to develop revenue forecasts for ON TO 2050 remains the

same as the GO TO 2040 forecast updated in 2014. There are two primary ways that the draft ON TO 2050 forecast differs from the GO TO 2040 forecast.

- Different annual **growth rates** were used when the data indicated that a different rate would better reflect trends.
- The **base from which growth rates are derived and/or applied** is different because actual or estimated 2015 and 2016 revenues were different from the GO TO 2040 forecast.

With regard to revenues, some of the major differences between the two forecasts include the following:

- Federal highway revenues are lower in ON TO 2050 due to lower annual growth rate assumptions; 2.25 percent as compared to 3.6 percent in GO TO 2040.
- State motor fuel tax revenue was forecast to experience less decline in ON TO 2050 due to higher revenue in 2015 and 2016 than forecast in GO TO 2040.
- Transit passenger fare revenues are lower in ON TO 2050 due to slower than anticipated growth in fare revenue in recent years.
- RTA sales tax revenue exhibited a slightly higher forecast, in part because actual and estimated revenues generated in recent years were higher than in the GO TO 2040 forecast.

These differences drove an overall lower revenue forecast for core revenues than in GO TO 2040. However, the ON TO 2050 forecast for operating and capital maintenance expenditures may also vary from the GO TO 2040 forecast. Just as growth rates for revenues have been lower than assumed in GO TO 2040, the same is true for growth in expenditures. The expenditure forecast will be presented at the March Transportation Committee meeting.

## **Allocation category definitions**

After forecasts are complete, the region will need to prioritize how to invest the funds in the transportation system by allocating planned expenditures into different categories. The level of funding in each allocation will be driven by expenditure forecasting as well as the region's priorities for investment, which have typically emphasized the maintenance and enhancement of the existing system. CMAP staff has drafted definitions for the categories, revising the operate/maintain, systematic enhancement/moving the system toward a state of good repair, and major capital project categories from GO TO 2040. The planned expansion of the Regionally Significant Project definition will create a larger list of projects, with broader variety within that list. As a result, allocation category definitions may include changes to how expansion and enhancement projects are categorized relative to GO TO 2040. The following represent draft definitions for categories:

### **Maintain, operate, and administer to the current state of repair and operation**

This category, similar to GO TO 2040's "operations and maintenance to a safe and adequate level," includes two main pieces:

- The cost of administering, operating, and servicing debt for the region's roadway and transit system.

- The cost of capital maintenance on the region's roadway and transit system to its current state of repair and operation. The system as a whole is assumed to be safe and adequate, but not all facilities are in a state of good repair. This means that sufficient maintenance is performed to assure the safety of the system's users and the general public. While performing maintenance on today's typical cycles results in a significant backlog of facilities that are in fair or poor condition at any given time, the resulting system condition remains safe and adequate.

Forecasting will be accomplished using COST, HERS-ST, CMAP's bridge model based on National Bridge Inventory data, and for other assets, basic lifecycle forecasting.<sup>1</sup> These costs include capital maintenance expenditures completed in tandem with Regionally Significant Projects. This category does not include any costs that would address a need for increased capacity on the transportation system.

### **Achieving performance targets**

ON TO 2050 will include a set of performance measures intended to serve as benchmarks for monitoring the progress of plan implementation. This category will include investments that will help achieve ON TO 2050 targets for several specific performance measures. For example, to achieve targets for bringing the transportation system toward a state of good repair, this category may include allocations toward investments in more frequent maintenance on the roadway and transit system. Maintenance cycles will be increased using our assumed lifecycles, HERS-ST, CMAP's bridge model, and COST. Costs here are inclusive of more frequent maintenance or enhancements completed in tandem with expansion projects constrained in other categories.

### **All other strategic enhancements**

Capital and operational enhancements or improvements not already constrained under other categories such as:

- Bicycle, pedestrian, and ADA improvements
- Highway management and operations, including intelligent transportation system infrastructure
- Expansions that do not meet Regionally Significant Project definition
- Intersection improvements
- All other enhancements and improvements

### **Regionally Significant Projects**

Based on prior feedback and outreach, this category will constrain specific projects, including:

- Highway capacity projects on the National Highway System and transit capacity projects with separate right-of-way or priority over other traffic that are greater than \$100 million

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<sup>1</sup> The Highway Economic Requirements System-State (HERS-ST) will be used to forecast pavement condition and expenditures on National Highway System roadways. Similarly, the RTA's Cost Optimization Support Tool (COST) will be used to forecast transit asset condition and investment needs.

- State of good repair projects on particular transit lines or roadways that are at least \$250 million (as opposed to system-wide programs of projects)

Similar to the approach taken in GO TO 2040, the portion of project costs attributable to capacity expansion will be accounted for in this category, while other project costs, such as maintenance and enhancements, will be accounted for in the other respective categories.

### **Next steps**

CMAP staff would like feedback on the draft revenue forecast contained in this document, as well as the draft allocation category definitions. Over the next month, CMAP staff will produce forecasts for the operation and maintenance of the roadway and transit systems, and revise revenue forecasts based on feedback. These forecasts will be presented at the March 8, 2017 CMAP Board meeting.

### **Questions:**

- Do the draft allocation categories reflect the region's investment priorities?
- Which performance targets should be fiscally constrained?
- Are there any investments that should be recategorized or constrained differently?

## Forecast methodology

This section will discuss the specific methodologies used for projecting revenues for ON TO 2050 over the 2019-2050 planning period.

## Core revenues

### Locally-programmed federal revenue

Draft forecast: \$12.2 billion	Draft assumptions for ON TO 2050
Portion of annual federal apportionment that is sub-allocated to the Chicago region for programming. This includes the federal fund sources of CMAQ, Transportation Alternatives Program-Local, Surface Transportation Program-Local, and Surface Transportation Program-Counties.	Revenues were assumed to grow 2.25% annually. This is based on the assumption that federal funds will come to the region at a rate commensurate with growth in the economy. Congressional Budget Office projects that non-farm business sector Gross Domestic Product will grow 2.25% annually between 2019 and 2026.

### Other federal transit revenue

Draft forecast: \$26.2 billion	Draft assumptions for ON TO 2050
Projection includes New Starts, bus and bus facilities, State of Good Repair, and Urban Formula programs, as well as other federal transit grants.	Revenues through 2021 are based on the FFY2017-21 State/Regional Resources Table. After 2021, revenues are forecast to grow at a rate of 2.25% annually. This is based on the assumption that federal funds will come to the region at a rate commensurate with growth in the economy. Congressional Budget Office projects that non-farm business sector Gross Domestic Product will grow 2.25% annually between 2019 and 2026.

### State-programmed federal highway revenue

Draft forecast: \$23.5 billion	Draft assumptions for ON TO 2050
Portion of annual federal apportionment that is allocated to the State of Illinois for programming. This includes the federal fund sources of National Highway Performance Program, Surface Transportation Program-Urban, Highway Safety Improvement Program, Transportation Alternatives Program, and Recreational Trails.	Revenues were assumed to grow 2.25% annually. This is based on the assumption that federal funds will come to the region at a rate commensurate with growth in the economy. Congressional Budget Office projects that non-farm business sector Gross Domestic Product will grow 2.25% annually between 2019 and 2026. Forty-five percent of the statewide total annual apportionment was assumed to go to northeastern Illinois.



### State Public Transportation Fund

Draft forecast: \$22.2 billion	Draft assumptions for ON TO 2050
State funds equal to 30 percent of RTA sales tax and real estate transfer tax revenues.	Revenues from this matching fund equals 30% of forecasted Regional Transportation Authority (RTA) sales tax and real estate transfer tax estimates.

### State Motor Fuel Tax

Draft forecast: \$6.8 billion	Draft assumptions for ON TO 2050
Portion of state motor fuel tax retained by IDOT for the Road Fund and State Construction Account. The current rate is 19 cents per gallon (21.5 cents per gallon of diesel).	<p>Using a methodology to account for increasing vehicle fuel economy, revenues generally decreased throughout the planning period. CMAP forecasted annual vehicle miles traveled (AVMT) and average miles per gallon (MPG) to estimate revenue. To forecast AVMT, CMAP used actual statewide AVMT data for passenger vehicles (1996 – 2015) and for all other vehicles (2009-2015) to calculate linear trendlines for AVMT. Average annual percent change in AVMT between 2019 and 2050 was 0.3% for passenger vehicles and 0.9% for other vehicles.</p> <p>For MPG estimates for passenger vehicles over the planning horizon, CMAP created estimates based on National Highway Traffic Safety Administration (NHTSA) rules for Corporate Average Fuel Economy (CAFE) standards, estimated standards for 1978 through 2025 model years for cars and light trucks, and information about vehicle fleet from the Federal Highway Administration’s 2009 National Household Travel Survey. For non-passenger vehicles, MPG was assumed to improve with NHTSA fuel efficiency standards for medium- and heavy-duty vehicles.</p> <p>After accounting for various statutory deductions, the region is assumed to receive 45% of these revenues for the purposes of funding state road construction and maintenance projects.</p>

### State motor vehicle registration fees and other state fees

Draft forecast: \$25.4 billion	Draft assumptions for ON TO 2050
Annual vehicle registration fees, certificate of title fees, overweight fines, permit fees, and operator’s license fees	Motor vehicle registration fee revenues to the Road Fund and State Construction Account, were assumed to grow at a rate of approximately

collected by the State that are deposited into the Road Fund and State Construction Account.	1 percent annually. Other types of fees in this category were forecast to grow approximately 1.8 percent annually. The region is assumed to receive 45 percent of these revenues for the purposes of funding state road construction and maintenance projects. Fee rate increases were not assumed here, as they would likely be accounted for in future state capital programs.
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**Tollway revenue**

Draft forecast: \$84.8 billion	Draft assumptions for ON TO 2050
Toll revenues forecasted to be collected on the 286-mile system, as well as other operating revenues. The current toll rate structure went into effect in 2012. Following 2017, the commercial rate will be adjusted annually for inflation.	Toll revenue projections were derived from estimates prepared for the Illinois Tollway by CDM Smith in May 2016. The projection assumed that the annual adjustment in commercial toll rates beginning in 2017 would be 2 percent annually. CMAP also included an assumption of two passenger toll rate adjustments throughout the planning period.  Other operational revenues, such as concessions and miscellaneous income, were forecast to grow at a compound rate of 2.0% annually.

**State capital program**

Draft forecast: \$24.6 billion	Draft assumptions for ON TO 2050
State capital programs are typically funded with a variety of revenue increases, including fee increases on sources like vehicle registration and certificate of title.	It is assumed that the state will enact a capital program three times during the planning period, in ten year intervals. Funding levels were assumed to grow 2.5% annually, with Illinois Jobs Now! as a base.

**Other state transit**

Draft forecast: \$1.4 billion	Draft assumptions for ON TO 2050
The State has provided \$8.5 million annually to support Pace Americans with Disabilities Act (ADA) Paratransit service since 2010. The State also provides reduced fare reimbursements to the service boards.	Both reduced fare reimbursements and ADA support are forecast to remain flat for the duration of the planning period.

**RTA sales tax**

Draft forecast: \$70.5 billion	Draft assumptions for ON TO 2050
The RTA sales tax is equivalent to 1.25% of sales in Cook County and 0.75% of sales in DuPage, Kane, Lake, McHenry,	Forecast was provided by the RTA. RTA sales tax revenues are assumed to grow 3% annually throughout the planning period.

and Will counties. The RTA receives 2/3 of the collar county revenues.	
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**Collar County Transportation Empowerment Program**

Draft forecast: \$7.9 billion	Draft assumptions for ON TO 2050
1/3 of collar county revenues generated from the RTA sales tax are returned to DuPage, Kane, Lake, McHenry, and Will counties to be used for roads, transit, and public safety.	Growth in revenues generated for the collar counties are based on projected population growth combined with inflationary assumptions. During the planning period, annual growth averages 3.0%.

**Local allotment of state MFT**

Draft forecast: \$9.0 billion	Draft assumptions for ON TO 2050
Counties, townships, and municipalities receive a disbursement of state MFT revenue. Cook County receives a 16.74% share. The remaining county share is based on motor vehicle registration fees received, township share is based on share of mileage of township roads, and municipal share is based on population.	State MFT revenue was forecasted using the methods explained above. County vehicle registrations relative to the rest of the State are assumed to remain constant. Based on historic trends, municipal population in the region relative to the rest of the State is forecast to increase and township road miles relative to the rest of the state is forecast to decrease.

**Other local revenues**

Draft forecast: \$81.5 billion	Draft assumptions for ON TO 2050
These are local revenues, such as property tax revenue, sales tax revenue, local motor fuel taxes and impact fees used for transportation, excluding the RTA sales tax, state funds, and federal funds. Local governments with jurisdiction over transportation include counties, townships, and municipalities.	Revenues were calculated for municipalities and townships using 2012 U.S. Census of Governments data, which includes all local governments in the region. County revenues were obtained from recent county budget documents. Revenues were adjusted to the current year using the change in the Consumer Price Index and population growth. To forecast to 2050, growth rates for CMAP population forecasts were added to an annual 2.5% inflationary adjustment. Average annual growth regionwide was 3.1%. County MFTs for DuPage, Kane, and McHenry were forecast separately using the same methodology for the state MFT, although baseline fuel economy was derived separately for each county and AVMT growth was calculated using growth rates in AVMT for each county for each air quality conformity analysis year.

**Chicago Real Estate Transfer Tax (RETT) (portion for CTA)**

Draft forecast: \$3.4 billion	Draft assumptions for ON TO 2050
The \$1.50 per \$500 of value of the City of Chicago's RETT is transferred to the CTA.	Revenues were forecast to grow at an average annual rate of 2.1% annually.

**Transit passenger fares**

Draft forecast: \$53.0 billion	Draft assumptions for ON TO 2050
This includes passenger fares for the CTA, Metra, Pace, and Pace ADA.	Forecast was provided by the RTA. Revenues were forecast to grow at an average rate of 2.9% annually. This assumes average annual ridership growth of 1.1% and the remaining growth is assumed to come from periodic fare increases.

**Other transit operating revenue**

Draft forecast: \$7.8 billion	Draft assumptions for ON TO 2050
This included other revenues for the RTA, CTA, Metra, Pace, and Pace ADA such as advertising revenue, investment income, and Medicaid reimbursements.	These revenues are assumed grow at a rate of 2.7% annually, based on assumed rates of growth in system revenue and ridership.

**ACTION REQUESTED:** Discussion

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