



Chicago Metropolitan Agency for Planning (CMAP) Board

Annotated Agenda

Wednesday, November 14, 2018

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—October 10, 2018**
ACTION REQUESTED: Approval
- 4.0 **Executive Director's Report**
- 4.1 Local Technical Assistance (LTA) Update
 - 4.2 2019 Meeting Schedule
 - 4.3 Other Announcements
- 5.0 **Procurements and Contract Approvals**
- 5.1 Village of Calumet Park Comprehensive Plan
 - 5.2 Market Analysis and Development Advisory Services
 - 5.3 Village of Summit Zoning Ordinance Update
- 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 **CMAP Committee Structure**
- With the adoption of ON TO 2050, CMAP will be identifying structural and procedural opportunities at the committee level to help facilitate implementation of the plan. CMAP staff will provide information on the background and activities conducted so far as part of this review process.
- ACTION REQUESTED: Approval

8.0 ON TO 2050 Website Demonstration

Staff will provide a demonstration of the ON TO 2050 website features and information.

ACTION REQUESTED: Information

9.0 State Legislative Update

The first week of Veto Session will take place from November 13 through 15, with a second week scheduled for November 27 through 29. Staff will update the Board on relevant legislative activities related to on our 2018 State Legislative Framework and Agenda.

ACTION REQUESTED: Information

9.0 Other Business

10.0 Next Meeting

The Board will likely not meet in December, rather will meet next January 9, 2019.

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 pursuant to 5 ILCS 120/2(c)(5).

13.0 Adjournment

Chicago Metropolitan Agency for Planning Board Members:

- | | | |
|---------------------------|-----------------------|---------------------|
| ___ Gerald Bennett, Chair | ___ Al Larson | ___ Matthew Walsh |
| ___ Rita Athas | ___ Andrew Madigan | ___ Terry Weppler |
| ___ Frank Beal | ___ John Noak | ___ Diane Williams |
| ___ Matt Brolley | ___ Martin Oberman | ___ Sean McCarthy |
| ___ Franco Coladipietro | ___ Rick Reinbold | ___ Leanne Redden |
| ___ Janel Forde | ___ Carolyn Schofield | ___ Justine Sydello |



Joint Meeting
Chicago Metropolitan Agency for Planning (CMAP)
and MPO Policy Committee
DRAFT Minutes
October 10, 2018

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

**Board and MPO
Policy Committee
Members Present:**

Gerald Bennett, CMAP Board Chair-representing southwest Cook County, Randy Blankenhorn, MPO Policy Committee Chair, Rita Athas-representing the City of Chicago, Frank Beal-representing the City of Chicago, Matt Brolley-representing Kane and Kendall Counties, Franco Coladipietro-representing DuPage County, Michael Connelly-representing the CTA, Jim Derwinski-representing Metra, Janel Forde-representing the City of Chicago, Liz Gorman-representing Illinois State Toll Highway Authority, Scott Hennings and Chairman Jack Franks)-representing McHenry County, Scott Koepfel-representing Kendall County, Richard Kwasneski-representing PACE, Al Larson-representing northwest Cook County, Chris Lauzen-representing Kane County, Andrew Madigan-representing the City of Chicago, John Noak-representing Will County, Martin Oberman-representing the City of Chicago, Leanne Redden-representing the RTA and a non-voting member of the CMAP Board, Rick Reinbold-representing south suburban Cook County, Rebekah Scheinfeld-representing CDOT, Jeffery Schielke-representing the Council of Mayors, Carolyn Schofield-representing McHenry County, Shane Schneider-representing Lake County, Chris Snyder-representing DuPage County, Lawrence Walsh-representing Will County, Matthew Walsh-representing west Cook County, Terry Wepler-representing Lake County, Diane Williams-representing Cook County, John Yonan-representing Cook County, non-voting Policy Committee member Catherine (Kay) Batey-representing FHWA, and non-voting Policy Committee member Erik Varela-representing Class I Railroads.

Staff Present: Joe Szabo, Melissa Porter, Angela Manning-Hardimon, Tom Garritano, Stephane Phifer, Jesse Elam, Liz Schuh, and Sherry Kane

Others Present: Peter Austin-McHenry County, Elaine Bottomley-WCGL, Kevin Carrier-Lake County, Lynette Ciavarella-Metra, Jack Cruikshank-WCGL, John Donovan-FHWA, Jackie Forbes-Kane/Kendall Council,

Glenn Fulkerson-FHWA, Tony Greep-FTA, Emily Karry-Lake County, Mike Klemens-Kane/Kendall Council, Jon-Paul Kohler-FHWA, Hugh O'Hara-WCGL, Holly Ostdick-IDOT, Nick Palmer-Will County, Ryan Peterson-Kane/Kendall Council, Thomas Rickert-Kane/Kendall Council, David Seglin-CDOT, Troy Simpson-Kane/Kendall Council, Jeff Zoepfel-Village of Montgomery, and Rocco Zucchero-Illinois Tollway.

1.0 Call to Order and Introductions

CMAP Board Chair Mayor Bennett called the meeting to order at approximately 8:05 a.m., and asked Board and MPO Policy Committee members introduce themselves.

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of CMAP Board Meeting Minutes

A motion to approve the minutes of the CMAP Board meeting of September 12, 2018, as presented made by Rita Athas was seconded by Mayor Al Larson, and with all in favor, carried.

4.0 Approval of MPO Policy Committee Meeting Minutes

A motion to approve the minutes of the MPO Policy Committee meeting of June 14, 2018, as presented made by Mayor Jeffery Schielke was seconded by Rebekah Scheinfeld, and with all in favor, carried.

5.0 Executive Director's Report

CMAP Executive Director Joe Szabo reported that a Local Technical Assistance (LTA) program update was included in the packet. Regarding ON TO 2050, Szabo offered background on: development (3-year process, framework, and vision); outreach (over 2 dozen strategy reports, 5 alternative future forums, engaging more than 100,000 in meetings and workshops in the 7-county area); principles (Inclusive Growth, Resilience, and Prioritized Investment); and the plan itself (870 pages, additional 1200 pages in public comment, it's interactive and web-based). Szabo acknowledged the efforts of the entire CMAP staff (particularly Liz Schuh, the plan's author), Board Chair Mayor Bennett, IDOT Secretary Randy Blankenhorn, the Board and MPO Policy Committee members, and the many partners that contributed to the effort.

6.0 Council of Mayors Report

On behalf of the Council of Mayors Executive Committee, Mayor Jeffrey Schielke reported that the committee had met in August, considered the proposed policies for the STP Active Program Management and the STP Shared Fund, and discussed comments and letters received from CMAP partners. The policies, Schielke continued, were adopted by the STP Project Section Committee in September. Additionally, CMAP staff presented an overview of the implementation priorities of the ON TO 2050 Plan, and Local Technical Assistance (LTA) program staff gave a presentation on the development and key recommendations of the Des Plaines Comprehensive Plan. The Council of Mayors Executive Committee meets next, Schielke concluded, on November 13, 2018.

7.0 CMAP Committee Reports

The Programming and Planning Committees met jointly on October 3. Vice Chair of the Programming Committee Rita Athas reported that the Committees jointly recommended approval of the ON TO 2050 Comprehensive Regional Plan to the CMAP Board. The Programming Committee also recommended approval of the ON TO 2050/FFY 2019-2024 TIP Conformity Analysis and the FFY 2019-2024 Transportation Improvement Program (TIP). Local Technical Assistance (LTA) program staff gave a presentation on the development and key recommendations of the Des Plaines Comprehensive Plan and reported that applications for a Call for Projects under the LTA program supporting ON TO 2050, are due October 26.

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

8.0 Procurements and Contract Approvals

Deputy Executive Director for Finance and Administration Angela Manning-Hardimon asked that the Board approve a contract for Project Management Services of Municipal Pavement Management Plans to AECOM in an amount not to exceed \$194,856.00.

A motion by Carolyn Schofield, seconded by Mayor Al Larson to approve the contract award as presented, and with all in favor, carried.

9.0 Election of MPO Policy Committee Vice Chair

Nominating Committee Chair Mayor Jeffery Schielke reported that the nominating committee, consisting of himself (representing municipal government), Leanne Redden (representing a public transportation agency), Rebekah Scheinfeld (representing road administration), Scott Gryder (representing County government), and Frank Beal (representing the regional planning agency), unanimously recommended that John Yonan, Superintendent-Cook County Department of Transportation and Highways be appointed to the position of Vice Chair of the MPO Policy Committee for calendar year 2019. A motion by Mayor Jeffery Schielke was seconded by Rebekah Scheinfeld to approve the recommendation of the nominating committee. All in favor, the motion carried.

10.0 Approval of the ON TO 2050 Comprehensive Regional Plan, the ON TO 2050/FFY 2019-2024 TIP Conformity Analysis, and the FFY 2019-2024 Transportation Improvement Program (TIP)

CMAP staff Liz Schuh echoed thanks for all the work and contribution over the past 3 years and emphasized the role that CMAP staff had played in getting the plan to where it is today. Schuh reported that approval of the following are requested. Regarding the ON TO 2050/FFY 2019-2024 TIP Conformity Analysis--as was described in the Air Quality Conformity Analysis appendix--the analysis found that the air quality impacts of the regionally significant projects in ON TO 2050 and existing non-exempt or exempt tested projects included in the FFY 2014-2019 TIP that will be carried forward into the FFY 2019-2024 TIP meet all applicable requirements for conformity to the state implementation plan and applicable provisions of the Clean Air Act. Also for approval is the FFY 2019-2024 Transportation Improvement Plan (TIP) and finally, approval of the ON TO 2050

Comprehensive Regional Plan. As directed by the CMAP Board ON TO 2050 builds on GO TO 2040, and in doing so provides more specific and implementable direction and to select new areas to be bold and help the region move forward, as is seen in the inclusive growth work and adapting to emerging technology in building local capacity. Facing warning signs in the region, there are also many assets to build upon, Schuh continued, in terms of a diverse economy, well-trained work force, strong infrastructure, and a strong quality of life. The Plan, guided by the three principles of Inclusive Growth, Resilience, and Prioritized Investment, is divided into five topical chapters of Community, Mobility, Prosperity, Environment, and Governance. Seen as a first step today in approving the plan CMAP will move right into implementation efforts.

On behalf of the CMAP Board, a motion by Mayor John Noak was seconded by President Rick Reinbold to approve the ON TO 2050/FFY 2019-2024 TIP Conformity Analysis, and the FFY 2019-2024 Transportation Improvement Program (TIP), and with all in favor, the motion carried.

Mayor Terry Weppler asked to be heard and stated in part, that Lake County supports ON TO 2050, but that Route 53, a priority project in GO TO 2040, was removed from ON TO 2050. Weppler cited growth in the county, and a non-binding referendum overwhelmingly supporting the 53 extension as reasons to include the project in the plan. Weppler went on to say that if the study by the Tollway indicates the need and financial viability for the Route 53 plan, he will ask the Board to update ON TO 2050 to include those road improvements in Lake County. Executive Director of the Illinois State Toll Highway Authority, Liz Gorman assured that once the study is complete and as the region’s needs evolve, the Tollway stands ready to partner with other agencies to respond to those needs. Illinois Department of Transportation Secretary and Policy Committee Chair Randy Blankenhorn also assured that if the need and financial viability is present, it would be brought back the CMAP Board and MPO Policy Committee for action at the appropriate time.

Also on behalf of the CMAP Board, a motion by Mayor John Noak was seconded by President Rick Reinbold to approve the ON TO 2050 Comprehensive Regional Plan. A roll call vote followed.

Bennett	Yes
Athas	Yes
Beal	Yes
Brolley	Yes
Coladipietro	Yes
Forde	Yes
Larson	Yes
Madigan	Yes
Noak	Yes
Oberman	Yes
Reinbold	Yes

Schofield	Yes
Walsh	Yes
Weppler	Yes
Williams	Yes

The motion carried.

On behalf of the MPO Policy Committee, a motion by Chris Lauzen was seconded by Rich Kwasneski to approve the ON TO 2050 Comprehensive Regional Plan. A roll call vote followed.

CMAP	Yes
Metra	Yes
McHenry County	Yes
Tollway	Yes
Kendall County	No*
Kane County	Yes
Lake County	Yes
CMAP	Yes
RTA	Yes
CDOT	Yes
Council of Mayors	Yes
Will County	Yes
Cook County	Yes
Pace	Yes
IDOT	Yes

* Scott Koeppel, on behalf of Kendall County, stated that the entire Kendall County Board strongly opposes the vehicle mileage tax, that it would be an invasion of personal privacy, and that they do not believe the state would repeal the motor fuel tax if the vehicle mileage tax is implemented. Citizens have also expressed concerns to staff and the board about the loss of privacy and the burden a new tax would place on them.

The motion carried.

Policy Committee Chair Secretary Blankenhorn also thanked and congratulated CMAP Board Chair Mayor Bennett, and Board members, Executive Director Joe Szabo, and all the CMAP staff for their efforts, building on GO TO 2040, and taking the necessary next steps with ON TO 2050.

A point of order was called about whether the MPO Policy Committee had formally adopted the ON TO 2050/FFY 2019-2024 TIP Conformity Analysis and the FFY 2019-2024 Transportation Improvement Program (TIP). On behalf of the MPO Policy Committee, a motion by Rebekah Scheinfeld, was seconded by Mayor Jeffery Schielke to adopt the ON

TO 2050/FFY 2019-2024 TIP Conformity Analysis and the FFY 2019-2024 Transportation Improvement Program (TIP), and with all in favor, carried.

11.0 Other Business

There was no other business before the joint meeting of the CMAP Board and the MPO Policy Committee.

12.0 Public Comment

There were no comments from the public.

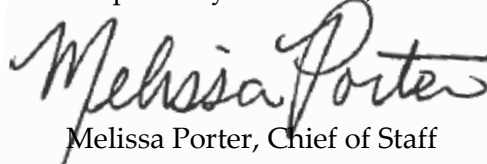
13.0 Next Meeting

The CMAP Board meets next on November 14, 2018; the MPO Policy Committee is scheduled to meet next on January 10, 2019.

14.0 Adjournment

At approximately 8:38 a.m., a motion to adjourn by Mayor Terry Weppler, seconded by Carolyn Schofield, and with all in favor, carried.

Respectfully submitted,



Melissa Porter, Chief of Staff

10-22-2018
/stk



MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: November 7, 2018

Re: Local Technical Assistance (LTA) Program Update

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, 222 local projects have been initiated. Of these, 181 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
305	Campton Hills zoning and subdivision regulations	Kristin Ihnchak	July 2014- Dec. 2018	Consultant assistance	The Village attorney is reviewing the regulations before beginning the adoption process.
327	<i>South Elgin zoning update (see website)</i>	<i>Patrick Day</i>	<i>Oct. 2014- Oct. 2018</i>	<i>Staff assistance</i>	<i>Village Board adopted the UDO at their 10/1 meeting.</i>
402	Bensenville zoning update (see website)	Jake Seid	Oct. 2015- Dec. 2018	Staff assistance	The Plan Commission recommended approval of the Ordinance on October 30. The Ordinance will be revised and presented to the Village Board on November 13.
407	Chicago North River Communities neighborhood plan (see website)	Brian Daly	Nov. 2015- Nov. 2018	Staff assistance	The North River Commission will consider the plan for approval at its November 13 th Board Meeting.
415	Huntley zoning update	Patrick Day	May 2015- Feb. 2019	Consultant assistance	No update.
503	Chicago Riverdale area transportation plan (see website)	Tony Manno	Nov. 2016- Dec. 2018	Consultant assistance	The project team is incorporating feedback from IDOT, Cook County Forest Preserves, and the transit agencies. Once those comments are incorporated, the final plan will be ready for steering committee review.
506	Cook County (Maine-Northfield) unincorporated area plan (see website)	Jake Seid	July 2016- Jan. 2019	Staff assistance	CMAP is waiting to hear from Cook County planning staff to revise the priorities of the plan prior to its completion.
507	Des Plaines comprehensive plan	Heidy Persaud	Nov. 2016- Dec. 2018	Staff assistance	The Draft Plan will be presented to the PZB on November 13 th and the City Council for adoption on December 3 rd .
513	Lisle downtown parking plan (see website)	Lindsay Bayley	Mar. 2016- Dec. 2018	Staff assistance	Graphic design of document complete, internal final review of content underway.
514	<i>McHenry County Fox River corridor study (see website)</i>	<i>Kate Evasic</i>	<i>Sept. 2016- Oct. 2018</i>	<i>Staff assistance</i>	<i>On October 2, CMAP staff presented the Fox River Corridor Plan to the McHenry County Planning, Environment & Development. The plan was subsequently adopted by the McHenry County Board on October 16. CMAP staff continue to coordinate with McHenry County on presenting the plan to Lake County and corridor municipalities as part of plan implementation.</i>
517	North Lawndale community plan (see website)	Heidy Persaud	Feb. 2016- Nov. 2018	Staff assistance	Community adoption and plan unveiling scheduled for November 1 st at Old St. Pat's.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
520	Richton Park stormwater master plan, phase 2 (see website)	Kate Evasic	May 2018- Dec. 2018	Consultant assistance	The consultant finalized the project report, which will be presented to the Richton Park Plan Commission.
700	Algonquin-Cary sub area plan	Brian Daly	Mar. 2018- Jun-2019	Staff assistance	Existing Conditions Report currently being drafted and anticipated in Fall 2018 along with a second round of community outreach.
702	Beach Park Northern Lakeshore Regional Bicycle and Pedestrian Plan	John O'Neal	Sept. 2018- Feb. 2020	Consultant assistance	IDNR Coastal Management Grant awarded and executed. Project start-up meeting planned for Nov. 5.
703	Beecher comprehensive plan	Ricardo Lopez	Jan. 2018- June 2019	Consultant assistance	Steering Committee met on September 27 to review the draft Existing Conditions Report. The consultant team is now drafting the key recommendations memo and expect to have a draft to CMAP in Fall 2018.
704	Bridgeport/Canaryville priorities plan (see website).	Noah Boggess	Jan. 2018- Dec. 2018	Staff assistance	Drafting final plan.
705	Calumet Park comprehensive plan	Brian Daly	Sept. 2018 – Feb. 2020	Consultant Assistance	CMAP Staff and the pre-selected stormwater consultant for the plan conducted a kickoff meeting with Village staff on October 24 th . The CMAP Board will consider the staff recommendation for comprehensive plan consultant selection at the November meeting.
706	Carol Stream zoning, sign, and subdivision regulations	Jake Seid	May 2018- May 2021	Consultant assistance	The CMAP Board approved the selection of Houseal Lavigne Associates as the consultant for this project in September. The project will get underway in November.
707	Channahon comprehensive plan	Heidy Persaud	Mar. 2018- Sept. 2019	Consultant assistance	The consultant team delivered a draft Issues and Opportunities memo, CMAP is reviewing.
709	Chinatown Parking Study (see website)	Lindsay Bayley	Feb. 2018 – Aug. 2019	Staff assistance	Sunday parking data has been collected, Saturday collection is underway, and staff continues drafting the existing conditions document.
711	DuPage County Corridor Study	Lindsay Bayley	Jan. 2018 – June 2019	Consultant assistance	The consultant team continues drafting the existing conditions report, and expect to have a draft to CMAP in early November. They did not hear back from Bensenville, Wood Dale, or Villa Park for key person interviews, but hope that they will be able to meet with them to be able to incorporate their thoughts in the draft report.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
712	Far South CDC Existing Conditions and Market Analysis	Katanya Raby	Apr. 2018-Apr. 2019	Staff assistance	Stakeholder interviews underway.
713	Forest Preserve District of Cook County, Des Plaines River Trail, South Extension Planning Study (see website)	John O'Neal	May 2018-Oct. 2019	Staff assistance	One-on-one stakeholder interviews scheduled for early November. Data collection and existing conditions analysis underway. ECR outline complete.
714	Frankfort Plan Commissioner training	Maggie Jarr	Jan. 2018-Dec. 2018	Staff assistance	CMAP staff conducted the second of three trainings on October 25.
715	Illinois International Port District planning priorities report	Elizabeth Scott	Apr. 2018-Apr. 2019	Staff assistance	Priorities report is undergoing internal review in tandem with an RFP in support of phase 2—a consultant-led master plan for IIPD.
717	Justice I&M Canal Trail Extension Feasibility Study (see website)	John O'Neal	Jan. 2018-June 2019	Consultant assistance	ECR complete and posted on project website. 'Core team' meeting held on Sept. 28 to review ECR and preliminary proposed alternative alignments. Full Steering Committee meeting planned for November.
719	Kane County / Mill Creek watershed-based plan (website)	Holly Hudson/Kelsey Pudlock	Oct. 2017-Oct. 2019	Staff assistance	A public open house was held on September 27 at the Geneva Park District's Peck Farm Park. Attendees learned about the watershed planning process and provided input on issues and concerns as well as opportunities to protect water and habitat quality in the watershed. Staff continued field work assessing stream physical conditions. A consultant subcontract to provide pollutant loading and BMP pollutant load reduction modeling services was fully executed.
721	Maywood Zoning Reference Guide	Maggie Jarr	Jan. 2018-Dec. 2018	Staff assistance	CMAP staff is drafting the reference guide.
722	Midlothian stormwater management capital plan (see website)	Kate Evasic	Apr. 2018-Apr. 2019	Consultant assistance	On October 11, the consultant led a meeting with the steering committee to review the project scope and identify data and information gaps. The stormwater analysis and project identification task is underway.
723	McHenry County Council of Governments Shared Services Study	Maggie Jarr	May 2018-Sept. 2019	Staff assistance	The MOU and IGA were signed and adopted by the McHenry County Council of Governments (MCCG) in October. CMAP staff is currently finalizing the activities and tasks to be undertaken as part of the project's assessment phase.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
724	McKinley Park Development Council neighborhood plan (see website)	Ricardo Lopez	Jan. 2018-Dec. 2019	Staff assistance	CMAP staff is drafting the existing conditions report. Anticipated in Fall 2018.
725	Montgomery Zoning and Subdivision Ordinance	Jake Seid	Sep. 2019-Sep. 2021	Staff assistance	The project team is currently conducting stakeholder interviews and researching existing conditions, including current plans and ordinances.
726	North Avenue corridor plan	Cindy Cambray	Jan. 2018-Dec. 2018	Staff assistance	Staff are wrapping up the ECR, which will be used to brief the Technical Assistance Panel that the Urban Land Institute is conducting for CMAP in December. Staff met with the Steering Committee on October 30 to present the existing conditions. A public visioning workshop is planned for November 15.
728	Chicago Belmont-Cragin Avenues for Growth	Heidy Persaud	Apr. 2018-Oct. 2019	Consultant assistance	NWSHC, CMAP, and the consultant team met with representatives from the 30 th , 31 st , and 36 th wards to review the project timeline and plan's progress. A Corridor Workshop for business owners will take place November 13 th .
730	Robbins stormwater, TOD, and industrial area plan	Kelwin Harris	Jan. 2018-June 2019	Staff assistance	Project team is working on outlines and ECR sections while outreach is ongoing. Continuing meetings with RTA, MWRD and other project partners to begin outreach phase for TOD & Industrial area. Steering committees have been formed. Consultant work on the TOD area is underway.
731	Sandwich planning priorities report	Jared Patton	Jan. 2018-Dec. 2018	Staff assistance	A draft of the planning context chapter has been sent to the City, Metra, and Kendall County, and IHDA for review. CMAP staff met with City officials to discuss potential recommendations. Final revisions are underway.
732	Sauk Village comprehensive plan update (see website)	Stephen Ostrander	Mar. 2018-Sept. 2019	Consultant assistance	On October 22, CMAP staff and the engineer from stormwater consultant (from Michael Baker International) met with Village, the Village engineer (from Robinson Engineering), and Comprehensive Plan lead consultant Teska to kick off supplementary stormwater analysis. This meeting was followed by the third meeting of the Comprehensive Plan Advisory Committee, which discussed initial draft recommendation themes.
733	South Suburban Mayors and Managers Association Pilot Circuit Rider Program	Patrick Day	Feb. 2019-Feb. 2019	Staff assistance	Scoping underway.

No.	Project	CMAP lead	Timeline	Assistance type	Status and notes
734	Summit zoning ordinance update	Jake Seid	Nov 2018- Jan 2020	Consultant assistance	Duncan Associates with Codametrics was chosen by the selection committee to lead this project pending approval of the CMAP Board at their November meeting.
735	Thornton planning priorities report (see website)	Kate Evasic	May 2018- Jan. 2019	Staff assistance	CMAP staff is drafting the report.

###



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

Chicago Metropolitan Agency for Planning (CMAP) 2019 Meeting Schedule

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

The CMAP Board is scheduled to meet the second Wednesday of every month at 9:30 a.m., at the CMAP offices. The following are the dates for 2019:

January 9
February 13
March 13
April 10
May 8
June 12
July 10
August 14
September 11
Thursday, October 10 * (Joint Meeting w/MPO Policy Committee)
November 13
December 11

###

*Yom Kippur 10/8-9/2019



MEMORANDUM

To: CMAP Board

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

Date: November 7, 2018

Re: Contract Approval for Village of Calumet Park Comprehensive Plan

The CMAP Local Technical Assistance (LTA) program is meant to advance the implementation of ON TO 2050 by providing resources to local governments. Since the initiation of this program in 2011, CMAP has completed over 150 local planning projects, with over 30 more currently underway. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, and similar planning activities. Most projects are led by CMAP staff, but some require external assistance to augment CMAP staff expertise.

Located along the north bank of the Cal-Sag Channel, the Village of Calumet Park is a community of approximately 8,000 residents. The Village is located just south of the City of Chicago, east of the City of Blue Island, and north of the Village of Riverdale. It features strong transportation assets, including two I-57 interchanges and the Ashland Station of the Metra Electric Blue Island branch. Largely made up of single-family, residential development, Calumet Park features well-preserved bungalows along walkable, gridded streets. The Village's main commercial corridors are Ashland Avenue and 127th Street, and industrial land uses are concentrated either east of I-57 or along the Cal-Sag Channel.

The Village of Calumet Park, in partnership with CMAP, wishes to pursue the development of a Comprehensive Plan. The Village last adopted a comprehensive plan in 1989, which is no longer current. The new Comprehensive Plan will build on the Village's recent planning projects, partnerships, and past implementation successes.

Review Process

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on August 10, 2018. Staff held a non-mandatory pre-bid information session for consultants on August 15, 2018. On August 31, 2018, CMAP received proposals from three consultants: Antero Group, Muse Community and Design, and RATIO.

Proposals were reviewed by three representatives from the Village of Calumet Park and two staff members from CMAP. Calumet Park and CMAP staff scored each proposal independently by September 17, 2018. The criteria for selection included the following:

1. The demonstrated record of experience of the consultant, as well as identified staff, in providing the professional services identified in this scope of work.
2. The consultant’s approach to topical issues identified in the RFP’s Project Background and Project Description sections.
3. The consultant’s approach to preparing a Comprehensive Plan that addresses the priorities identified in the RFP’s Project Background and Project Description sections.
4. The quality and relevance of the examples of similar work and the consultant’s integration of the principles of GO TO 2040 and ON TO 2050 into the proposal.
5. Cost to CMAP, including consideration of all project costs and per-hour costs.

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

Table 1: Scoring

Criteria	Maximum Score	Antero	Muse	Ratio
Experience of organization and key personnel	28	20.2	21.2	23.0
Approach to topical issues	28	20.3	18.4	22.8
Approach to process	12	9.0	9.8	9.4
Other (sample projects and consistency with GO TO 2040/ON TO 2050)	12	9.6	8.2	10.4
Proposal cost (base without options)	20	16.4 \$119,120	17.8 \$110,035	20.0 \$97,990
Total	100	75.5	75.4	85.6

Recommendation for Contractor Selection

Following the interviews, the Selection Committee reached a consensus to recommend **RATIO** as the contractor for the Village of Calumet Park Comprehensive Plan. Overall, the Selection Committee felt that the team assembled by RATIO possessed an exceptional amount of experience relevant to the issues that the Calumet Park Comprehensive Plan will address. In both the proposal and interview, the RATIO team demonstrated a nuanced understanding of multiple disciplines—and of Calumet Park itself, offering an approach that was especially well-tailored to the needs of the Village. RATIO detailed a strong approach to market analysis and multimodal transportation analysis, as well as a thoughtful approach to collaborating with the pre-qualified consultant selected separately by CMAP to conduct a supplementary stormwater engineering analysis.

Consideration of Options

Firms were permitted to submit options which were not part of the base cost but that could be included at the discretion of CMAP and the Village. In addition to the core project tasks

outlined in the scope of work, RATIO proposed two additional options: Option 1, design guidelines for subareas, is priced at \$5,270; the Selection Committee agreed that Option 1 should be included, because it adds important value to the Comprehensive Plan process by developing more detailed development guidance for key locations in the Village. Option 2, a Village-wide bike plan, is priced at \$6,640; the Selection Committee agreed that Option 2 should also be included, because it is an important next step in the bike/ped efforts the Village has undertaken through its complete streets planning and can bolster efforts to increase use of the Ashland Metra station. It is recommended that the Board approve a contract with RATIO, including both Option 1 and Option 2, for a not-to-exceed cost of \$109,900.00. Support for this project is included in the FY18 Contracts Budget.

ACTION REQUESTED: Approval

###



MEMORANDUM

To: CMAP Board

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

Date: November 7, 2018

Re: Contract Approval for Market Analysis and Development Advisory Services

The CMAP Local Technical Assistance (LTA) program is meant to advance the implementation of ON TO 2050 by providing resources to local governments. Since the initiation of this program in 2011, CMAP has completed over 150 local planning projects, with over 30 more currently underway. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, and similar planning activities.

Most projects are led by CMAP staff, but some require external assistance to augment CMAP staff expertise. One common type of assistance that is required involves market analysis, which helps to determine the economic feasibility of recommendations included in LTA plans. While CMAP has internal capacity to address many areas of market analysis, specialized professional experience is often necessary to reach a high level of confidence that LTA plan recommendations are implementable. In addition, CMAP is interested in not just producing LTA plans, but in helping communities to implement their recommendations. This requires experience in a number of areas, such as working with communities to advance development of key sites.

Therefore, CMAP is seeking assistance in market analysis and development advisory services for LTA projects that are underway or planned to begin in the near future. The assistance sought includes four different types of activities. While these are discreet, stand-alone activities, one or more of these activities may be required for a single LTA project:

1. High-level market analysis of a community or subarea (during project's assessment of existing conditions).
2. Market analysis to inform specific plan recommendations.
3. Development of detailed implementation steps to advance plan recommendations.

4. Implementation assistance to municipalities (following completion of plan).

Review Process

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on September 21, 2018. Staff held a non-mandatory pre-bid information session for consultants on September 26, 2018. On October 12, 2018, CMAP received proposals from three consultants: Applied Real Estate Analysis (AREA), SB Friedman Development Advisors (SB Friedman), and Valerie S. Kretchmer Associates (VSKA).

Proposals were reviewed by two staff members from CMAP. The criteria for selection included the following:

1. The demonstrated record of experience of the contractor as well as identified staff in providing the professional services identified in the Scope of Services section.
2. The contractor's approach to preparing the types of market analysis described in the Scope of Services sections, and there process.
3. The quality and relevance of the examples of similar work.
4. The contractor's integration of the principles of GO TO 2040 and ON TO 2050 into the proposal.
5. The reputation of the contractor based on references.
6. Cost to CMAP, including consideration of per-hour costs.

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

Table 1: Scoring

Criteria	Maximum Score	AREA	SB Friedman	VSKA
Experience of organization and key personnel	30	17.3	24.0	23.6
Approach to issues described in scope of services	30	18.0	22.5	23.3
Approach to process of preparing analysis	7.5	4.3	5.0	5.5
Other (quality of sample projects, consistency with GO TO 2040/ON TO 2050, reputation based on references)	12.5	5.3	9.3	9.5
Cost to CMAP	20	6.2	9.2	15.4
Total	100	51.1	70.0	77.3

Recommendation for Contractor Selection

Following interviews with all three teams, CMAP reviewers reached a consensus to recommend **Valerie S. Kretchmer Associates (VSKA)** as the contractor to provide market analysis and development advisory services. The team of VSKA and sub-consultant Kane, McKenna and Associates (KM) submitted a very good proposal and had a very strong interview. Although a

smaller firm, VSKA has deep experience addressing diverse issues and challenges in a very wide variety of communities throughout our region. Also, while VSKA has less experience relevant to implementation assistance, the team's capacity in this area is strong due to the knowledge and experience possessed by sub-consultant KM.

It is recommended that the Board approve a contract with Valerie S. Kretchmer Associates to provide market analysis and development advisory services for two years with a one-year option for renewal. The option renewal year will be dependent upon performance and the level of approved funding for this purpose. The annual level of funding for each year will not exceed \$75,000. The maximum of the three-year contract will not exceed \$225,000.

ACTION REQUESTED: Approval

###



MEMORANDUM

To: CMAP Board

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

Date: November 7, 2018

Re: Contract Approval for Village of Summit Zoning Ordinance Update

The CMAP local technical assistance (LTA) program is meant to advance the implementation of ON TO 2050 by providing resources to local governments. Since the initiation of this program in 2011, CMAP has completed over 150 local planning projects, with over 30 more currently underway. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, zoning and subdivision ordinance updates, and similar activities. Most projects are led by CMAP staff, but some require external assistance to augment CMAP staff expertise.

The Village of Summit, in partnership with CMAP, seeks to update the Village's zoning ordinance as well as the Village's zoning map. This regulatory update will guide future development and redevelopment and help support and implement the recommendations of the Village's Comprehensive Plan, adopted in April 2015, and other planning documents.

The Village desires a zoning ordinance that reflects contemporary zoning regulations within the context of a suburb adjacent to the City of Chicago. The existing regulations served the Village well in the past; however, the new regulations must recognize the built-out nature of the Village and specifically focus on the maintenance and enhancement of the community.

Review Process

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on September 11, 2018. Staff held a non-mandatory pre-bid information session for consultants on September 13, 2018. Notes pertaining to the discussion were released shortly thereafter and posted on the CMAP website. On September 28, 2018, CMAP received proposals from three consultants: Duncan Associates with Codametrics, Houseal Lavigne Associates, and Manhard Consulting (Rolf Campbell Associates).

Proposals were reviewed by the Village of Summit and CMAP staff. The Village and CMAP staff scored each proposal independently by October 3, 2018. The criteria for selection included the following:

1. The consultant’s experience and key personnel.
2. The consultant’s approach to project priorities.
3. The consultant’s approach to the project processes, including public engagement, analyzing existing conditions, and drafting the ordinance.
4. The consultant’s integration of the principles of GO TO 2040 and ON TO 2050 and the quality and relevance of sample projects.
5. Cost to CMAP, including consideration of all project costs and per-hour costs.

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

Table 1: Scoring

Criteria	Maximum Score	Duncan, Codametrics	Houseal Lavigne	Manhard Consulting
Experience of organization and key personnel	30	26.3	24.3	22.0
Approach to project priorities	15	11.2	12.7	12.0
Approach to process	15	11.0	12.3	10.8
Other (consistency with GO TO 2040/ON TO 2050 and sample projects)	20	12.3	15.0	13.3
Proposal cost	20	20.0 \$74,465	17.6 \$84,650	19.8 \$75,250
Total	100	80.8	81.9	78.0

Recommendation for Contractor Selection

Following the interviews, the selection committee reached a consensus to recommend **Duncan Associates with Codametrics** as the contractor for Summit’s update to its zoning ordinance. Although Duncan Associates did not score highest overall, Duncan’s team has decades of experience specific to preparing zoning ordinances in the Chicago region and throughout the country. Houseal Lavigne and Manhard Consulting have a wider breadth of experience in planning consulting, but less experience specifically linked to zoning ordinance updates. Duncan provides the greatest level of resources for the community at the lowest cost, which provides the greatest value for CMAP and the Village of Summit.

It is recommended that the Board approve a contract for a not-to-exceed cost of \$74,465.00 with Duncan Associates with Codametrics, as the contractor for the Village of Summit Zoning Ordinance Update project. Support for this project is included in the FY16 Contracts budget and the General Fund.

ACTION REQUESTED: Approval

###



MEMORANDUM

To: CMAP Board and Committees
From: CMAP Staff
Date: November 7, 2018
Re: Revisions to CMAP committees following ON TO 2050 adoption

To facilitate a swift transition from development and adoption of ON TO 2050 to action, staff have taken several steps to ensure the agency is well positioned to implement the plan. One such exercise involved a review of the composition and structure of CMAP's committees. Staff examined the history of **CMAP's committees**, surveyed practices of other regional planning organizations, and compiled lessons learned from the development of the ON TO 2050 plan. Since their inception, CMAP's committees have provided invaluable input to shape and refine the agency's work, including ON TO 2050. Their continued engagement, strategic guidance, and support will be critical for moving forward with regional implementation.

The revisions proposed in this memorandum aim to maintain CMAP's robust and unique system of engaging subject matter experts and local officials. The following findings and recommendations were generated through research, conversations and written feedback from CMAP staff and committee members, and consideration of ON TO 2050 principles and key implementation priorities.

Findings and Recommendations

Minor changes would support alignment of working committees with plan implementation. Because ON TO 2050 largely builds on GO TO 2040's broad-based recommendations, most of the working committees are still well-aligned with the agency's priorities. However, the goals of the plan's Community chapter in particular illustrate the important intersections of development decisions and community vitality. Addressing housing and land use planning and policy together would enable more direct consideration of those deeply interrelated issues. The committee would be better positioned to consider how development decisions and housing options affect fiscal, economic, and quality of life outcomes.

Recommendation: Merge the Housing and Land Use Committees.

Coordination between working committees and the Board could take place in one committee.

In 2006, CMAP established two coordinating committees: the Planning Committee, which was responsible for the development of GO TO 2040, and the Programming Committee, which was responsible for approving transportation investment programs and other shorter-term programming activities. In January 2011, the committees were repurposed and renamed: the Local Coordinating Committee focused on oversight of the Local Technical Assistance (LTA) program and overall relationships with counties and municipalities; the Regional Coordinating Committee focused on regional, state, and federal policy issues. In 2016, as development of ON TO 2050 accelerated, the coordinating committees were reverted to Planning and Programming.

Given the crosscutting recommendations in ON TO 2050, bifurcated committees may create an unnecessary distinction for work that addresses both local implementation and regional policy challenges. The creation of a singular coordinating committee would allow members to consider development of interconnected policy, programming, and planning projects. The single coordinating committee would continue to balance broad regional representation and topical subject-matter expertise. Committee members could include five working committee representatives (see recommendation below) and six board members, two each from the city, suburban Cook, and collar counties. The By-Laws of the Board enable the Chairman to delegate oversight of the committees to the Executive Director; doing so could support an expedient transition of membership in the start of 2019.

Recommendation: Establish one coordinating committee and delegate to the Executive Director responsibility to identify members for Board approval at the January meeting.

CMAP should update working committees' membership. As CMAP took on additional topics through the development of ON TO 2050, the agency broadened its network. CMAP staff engaged new expert stakeholders who provided guidance in individual interviews, resource groups, and through public engagement. Going forward, the agency should leverage those new connections and bring additional expertise and voices to the committees' work. Reviewing and updating committee memberships would ensure varied expertise in each committee to speak to relevant elements of the plan. Additionally, staff could update membership to ensure future consideration of the plan's principles of inclusive growth, resilience, and prioritized investment. As noted above, the By-Laws of the Board enable the Chairman to delegate oversight of the committees to the Executive Director; doing so could support an expedient transition of membership in the start of 2019.

Recommendation: Delegate to the Executive Director responsibility to identify working committee chairs and members for Board approval at the January 2019 meeting.

ACTION REQUESTED: Approval

###