



CMAP BOARD

AGENDA - FINAL

Wednesday, June 14, 2023

9:30 AM

**Cook County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until June 13, 2023 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/84341801786>

Meeting ID: 843 4180 1786

One tap mobile

+13126266799,,84341801786# US (Chicago)

CMAP provides the opportunity for public comment. Individuals are encouraged to submit comment by email to info@cmap.illinois.gov at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

To review CMAP's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions**2.0 Agenda Changes and Announcements****3.0 Approval of Minutes****3.01 Minutes from May 10, 2023** [23-310](#)

ACTION REQUESTED: Approval

Attachments: [CMAP Board 05.10.23 Minutes](#)

4.0 Executive Director's Report**4.01 Executive director's report** [23-308](#)

ACTION REQUESTED: Information

5.0 Procurements and Contract Approvals**5.01 Authorization to enter into a contract with AECOM for a two-year term with three, one-year optional renewals, for RFP 281, Project Management and Oversight (PMO) of the Countywide Safety Action Plans in Northeastern Illinois, in the amount of \$425,000.** [23-304](#)

PURPOSE & ACTION: CMAP seeks to improve regional traffic safety in a comprehensive, data-informed and collaborative way. The program will provide technical assistance to six counties to develop county-wide safety action plans using a regional framework and building on existing efforts and addressing local issues. Staff requests authorization to enter into a contract with AECOM for a two-year term, with three, one-year optional renewals for an amount not to exceed \$425,000.

ACTION REQUESTED: Approval

Attachments: [RFP 281 Countywide Safety Plans](#)

5.02 Authorization to enter into a contract a one-year term for RFP 278, Project Management and Development of Program Evaluation of Capacity Building Activities, for an amount not -to-exceed \$75,000 [23-305](#)

PURPOSE & ACTION: CMAP intends to engage the expertise of a third-party consultant as a neutral evaluator of CMAP's Capacity Building (C-Build) Program, a comprehensive program with a hyper-local approach designed to help local governments throughout northeastern Illinois face obstacles due to fiscal pressure and lack of staff. The RFP has been released and vendor selection is expected to occur in mid-July.

ACTION REQUESTED: Approval

Attachments: [RFP 278 Capacity Building Pre-Approval](#)

6.0 Other Items for Approval**6.01 ON TO 2050/2023-2027 TIP Conformity Analysis & TIP Amendment Memo** [23-287](#)

PURPOSE & ACTION: ON TO 2050/2023-2027 TIP Conformity Analysis & TIP Amendment 23-08 was released for committee review and public comment. Staff requests approval of the ON TO

2050/2023-2027 TIP Conformity Analysis & TIP Amendment 23-08 by the MPO Policy Committee and CMAP Board. A memo summarizing the conformity amendment is included in the meeting materials.

ACTION REQUESTED: Approval

Attachments: [230608 conformityTCreport official draft](#)

6.02 Consideration of approval for updates to CMAP Board By-Laws [23-314](#)

PURPOSE & ACTION: At its June 9, 2021 meeting, the CMAP Board approved revisions to its by-laws. Periodic review of the by-laws is necessary in ensuring they meet federal and state laws, are relevant, and accurately reflect the work of the organization. Attached are the recommended changes to the Board's By-laws, based on the Board's feedback at its May 10, 2023 meeting, for formal consideration.

ACTION REQUESTED: Information

Attachments: [By law memo 6-23](#)
[CMAP - proposed revisions to By-Laws 06.07.23](#)

7.0 Information Items

7.01 Plan of Action for Regional Transit (PART) report update [23-299](#)

PURPOSE & ACTION: Update of CMAP's ongoing work to develop a transit system report, the Plan of Action for Regional Transit (PART), required by the Illinois General Assembly

ACTION REQUESTED: Information

7.02 Legislative update [23-307](#)

PURPOSE & ACTION: An update on recent legislative activity will be provided.

ACTION REQUESTED: Information

8.0 Other Business

9.0 Public Comment

This is an opportunity for comments from members of the audience.

10.0 Next Meeting

The next meeting is scheduled for September 13, 2023

11.0 Adjournment



CMAP BOARD

MEETING MINUTES - DRAFT

Wednesday, May 10, 2023

9:30 AM

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/84341801786>

Meeting ID: 843 4180 1786

**One tap mobile
+13126266799,,84341801786# US (Chicago)**

If you would like to speak during a public meeting, email your statement or question at least 24 hours before the meeting to info@cmap.illinois.gov. CMAP will allow any others who wish to speak during the time scheduled for public comment. CMAP staff will maintain a record of all written public comments and make it publicly available.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 9:35 a.m. and reminded the public that the meeting is being held remotely, as permitted by the Governor's disaster declaration.

Present: Gerald Bennett, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Carolyn Schofield, Stefan Schaffer, Anne Sheahan, Matthew Walsh, and Diane Williams

Absent: Frank Beal, Jim Healy, and Nancy Rotering

Non-Voting: Kouros Mohammadian

Absent (NV): Leanne Redden

Staff present: Lauren Ahiablame, Erin Aleman, Lindsay Bailey, Asha Barnes, Bill Barnes, Victoria Barrett, Nora Beck, Diana Beltran, Michael Brown, Jonathan Burch, Julie Burros, John Carpenter, Karly Cazzato, Daniel Comeaux, Teri Dixon, Kama Dobbs, Phoebe Downey, Penny Dubernat, Ryan Ehlke, Austen Edwards, Alex Ensign, Parry Frank, Megan Fulara, Alicia Gage, Jon Haadsma, Cassidy Harper, Noah Harris, Kasia Hart, Craig Heither, Tricia Hyland, Jaemie Jackson, Ethan Jantz, Matthew Kolasny, Michael Kray, Natalie Kuriata, Aimee Lee, Tony Manno, Matt Marth, Alexis McAdams, Amy McEwan, Martin Menninger, Thomas Murtha, Jason Navota, Timothy O'Leary, Stephane Phifer, Katie Piotrowska, Katie Reigstad, Jose Rodriguez, Elizabeth Scott, Andrew Staley, Sarah Stolpe, Ryan Thompto, Jennie Vana, Blanca Vela-Schneider, Jules Voigt, Mary Weber, Laura Wilkison, Beatrix Yan, Asad Zaidi

Others Present: Dorothy Abreau, Garland Armstrong, Kevin Bueso, Kaci Crowley, Drew Duffin, Jackie Forbes, Brandon Geber, Kendra Johnson, Mike Klemens, Daniel Knickelbein, Heidi Lichtenberger, Brittany Matyas, Erik Pedersen, Jada Porter, Leslie Rauer, Vicky Smith, Joe Surdam, Daniel Thomas,

Kyle Whitehead

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes

3.01 Minutes from April 12, 2023

[23-258](#)

Attachments: [CMAP Board 04.12.23 Minutes](#)

A motion was made by Member Anne Sheahan, seconded by Member John Noak, to approve the meeting minutes. The motion carried by the following vote:

Aye: Gerald Bennett, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: Frank Beal, Jim Healy and Nancy Rotering

Abstain: Stefan Schaffer and Diane Williams

Non-Voting: Kouros Mohammadian

Absent (NV): Leanne Redden

4.0 Executive Director's Report

4.01 Executive director's report

[23-128](#)

Erin Aleman, Executive Director, remarked that the Governor is rescinding his disaster declaration and that all public body committees, including the CMAP Board, will return to in-person meetings. The time for the October 11, 2023 joint Board and MPO Policy Committee has been changed to 1:30 p.m. to not conflict with Metra's Board meeting. Lunch and tours will be provided.

Executive Director Aleman reported on the State of the Region to celebrate and highlight the achievements of local communities including Arlington Heights, Aurora, Skokie, and Montgomery. She thanked Members Brolley and Schofield who welcomed CMAP staff in their respective counties.

The executive director's report included information regarding support of the Metropolitan Mayors Caucus' application of the Carbon Pollution Reduction Grant program. The decline of greenhouse gas emissions by 9% in northeastern Illinois is not enough to achieve CMAP's goal of meeting net zero emissions by 2050. Executive Director Aleman thanked the board and other public bodies for promoting the Future Leaders in Planning (FLIP) program which received more than 40 applications. She noted that the Illinois International Port District was awarded \$150,000 from the Chicago Community Trust's Our Great Rivers program which will be used to fund a feasibility study on treatment of wetlands and other stormwater improvements for the improvement of water quality in Lake Calumet and two years of the port's Community Action team. Executive Director remarked on PART and the need for input on proposed amendments to the Board's By-Laws that are on the agenda.

Member Anne Sheahan inquired about CMAP's efforts in working with counties and cities on its development of the climate action plan. Executive Director Aleman reported that CMAP has been learning from its peers across the country, including the work completed by Metropolitan Mayors' Caucus and the City of Chicago.

The executive director's report was received and filed.

5.0 Procurements and Contract Approvals

Approval of the Group Vote

Erin Aleman, Executive Director, presented the procurements for consideration.

A motion was made by Member John Noak, seconded by Member Brolley, to approve agenda items 5.01 through 5.04 under one vote. The motion carried by the following vote:

Aye: Gerald Bennett, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Carolyn Schofield, Stefan Schaffer, Anne Sheahan, Matthew Walsh and Diane Williams

Absent: Frank Beal, Jim Healy and Nancy Rotering

Non-Voting: Kouros Mohammadian

Absent (NV): Leanne Redden

- 5.01 Intergovernmental agreement (IGA) for a three year term between CMAP and the Cook County Department of Transportation and Highways (CCDOH) for the Berwyn-Riverside Railroad grade crossing study in the amount of \$500,000. [23-245](#)**

Attachments: [IGA Between CMAP and CCDOT Berwyn Riverside](#)

This item was approved as part of a group vote.

- 5.02 Contract for a one-year agreement with AECOM Technical Services, Inc. for the project management and development of municipal pavement management plans (PMP) for the Local Technical Assistance Program (TAP-L) [23-255](#)**

Attachments: [RFP 276 Pavement Management Board Report](#)

This item was approved as part of a group vote.

- 5.03 Multiple contracts for CMAP ADA project consultant services for three-year terms, with two, one-year optional renewals, in an amount not to exceed \$3,075,000 [23-256](#)**

Attachments: [RFQ 277 LTA Project Consulting Board Report PD Revisions](#)

This item was approved as part of a group vote.

- 5.04 Contract for an 18-month agreement with StreetLight Data for the Speed Data Project: processing connected vehicle data and crash characteristics, for a not-to-exceed amount of \$375,890 [23-257](#)**

Attachments: [RFP 280 Speed Data Consultant Board Report](#)

This item was approved as part of a group vote.

6.0 Executive Session

- 6.01 Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1) [23-259](#)**

The Board decided not to enter into Executive Session to discuss personnel matters.

- 6.01A Action on the executive director’s performance review [23-260](#)**

A motion was made by Member John Noak, seconded by Member Richard Reinbold, to approve a 2.5% cost of living increase consistent with the salary studies completed in 2020 and 2022, a 3.5% merit

increase, and continued funding for coaching leadership services for the executive director. The motion carried by the following vote:

Aye: Gerald Bennett, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Carolyn Schofield, Stefan Schaffer, Anne Sheahan, Matthew Walsh and Diane Williams

Absent: Frank Beal, Jim Healy and Nancy Rotering

Non-Voting: Kouros Mohammadian

Absent (NV): Leanne Redden

7.0 Committee Reports

7.01 Coordinating Committee Annual Report

[23-073](#)

Attachments: [CMAP Committee Annual Report Coordinating Committee](#)

Member Rick Reinbold, Chair of the Coordinating Committee, presented the Coordinating Community Annual Report. In 2022, the committee's work focused on broadening regional awareness of the agency's ADA planning work, assisted in the decision make process around the regional coordination of funding opportunities the Infrastructure Investment and Jobs Act (IIJA), and evaluated CMAP's alignment with core values by reviewing the Community Alliance for Regional Equity (or CARE) program.

In 2023, the committee created a space for cross-collaboration through general discussions of the agency's strategic direction and through the agency's efforts as they relate to the intersection of housing and transportation, and freight and climate.

The Coordinating Committee Annual Report was received and filed.

8.0 Information Items

8.01 Plan of Action for Regional Transit (PART) report update

[23-241](#)

Laura Wilkison, Senior Director and Policy Advisor, provided a presentation on the Plan of Action for Regional Transit (PART) update. The General Assembly has mandated that CMAP look at the long-term financial viability of the operating system of transit and has requested that CMAP consider multiple factors and identify specific mechanisms in its recommendation. The PART Steering Committee was created, and its work is focused into three areas: the system we want; how to pay for it; and how to implement it.

Director Wilkison reported the committee is currently focusing on possible system improvement options through better buses; fare integration and affordability; safety and security; system accessibility; and regional rail. The next phase of work is how to fund the system improvements. The committee is evaluating current revenue sources and is exploring other short-term and long-term revenue sources, including changing the sales tax for goods and implementing a service tax. Work under the how to implement it area focuses on governance.

Director Wilkison reported on the timeline of the work. Finalization of the system improvements analysis is expected to occur in May, with a discussion of funding options and governance recommendations in June, and individual briefings with members will occur in July and August. In September, a draft plan of recommendations will be created, and final consideration of the plan will be made by the CMAP board and MPO Policy Committee in October.

Discussion occurred regarding the impact on sales tax, land use, governance, and the need to recruit and retain

staff in transit agencies.

The PART report update was discussed.

8.02 Proposed draft updates to CMAP Board By-Laws

[23-262](#)

Attachments: [By-Laws memo 05.02.23](#)
[DRAFT By-Laws amendment 5.10.23](#)

Amy McEwan, Deputy Executive Director, presented potential amendments to By-Laws for consideration and discussion. One of the challenges CMAP faces, is the need to have a super majority quorum to hold a meeting rather than a simple quorum. CMAP's attorney drafted possible revisions to the By-Laws that would allow CMAP to continue its operations in the event of having to cancel a meeting due to a lack of a quorum or during a time when the Board is not scheduled to meet.

Potential amendments to Article Three of the By-Laws provides further information on virtual meeting participation and provides for the use of a Consent Agenda to approve multiple types of agenda items in one vote. Changes to Article Four include expanding the duties of the Executive Committee to conduct business on behalf of the Board and authorizes the Executive Committee to approve agenda items from the Board agenda if the Board is unable to meet. Proposed changes to Article Seven ties the simplified acquisition threshold or maximum contract authority of the Executive Director to existing, or if it updated in the future, limits in State Statute.

Discussion occurred regarding the intent of the language in Article Four and the need to narrow the scope of authority of the Executive Committee and to specify when the Executive Committee can exercise those powers. Chair Bennett stressed the importance in notifying staff if a member is unable to attend a meeting due to the super majority quorum requirement. He suggested CMAP work with the Illinois General Assembly to remove the super majority quorum requirement from the Regional Planning Act as CMAP is the only planning agency with this requirement.

Draft updates to CMAP Board By-Laws were discussed.

8.03 Legislative update

[23-261](#)

John Carpenter, Director of Intergovernmental Affairs, reported that the scheduled adjournment of the Illinois Legislative session is set for Friday, May 19. The largest issue facing the General Assembly is the Fiscal Year (FY) 2024 State budget. An April 2023 report showed a decline in state revenue. Despite this decline, the Commission has not made a downward adjustment in the FY 2024 budget outlook. CMAP staff is reviewing the report and revising its analysis of the proposed budget accordingly.

At the state level, staff is continuing its productive conversations with key stakeholders and legislators on SB1429 and HB4027 related to the non-transportation work that CMAP does. On a federal level, staff will reconvene the Infrastructure Investment Jobs Act (IIJA) working group to review its list of priority project list and track new funding opportunities available.

Discussion occurred regarding funding of CMAP's non-transportation work.

A legislative update was provided.

9.0 Other Business

There was no other business to conduct.

10.0 Public Comment

Erin Aleman, Executive Director, reported that last month's written public comments were included as an attachment to agenda item 10.01 for easy reference.

Garland Armstrong, former Des Plaines, Illinois resident, congratulated CMAP on its work on ADA planning. He recommended that language be included for sign language and other interpreting services. He noted he and his wife, Heather, will be coming back to Illinois next month.

10.01 Written public comment received for the April 12, 2023 CMAP Board meeting

[23-263](#)

Attachments: [Public Comment for the 4.12.23 Board meeting](#)

The agenda item was received and filed.

11.0 Next Meeting

The next meeting is scheduled for June 14, 2023 and will be held in-person.

12.0 Adjournment

Chair Bennett noted the cancellation of the Executive Committee.

A motion was made by Member John Noak, seconded by Member Anne Sheahan, to adjourn the meeting. The motion carried by the following vote:

Aye: Gerald Bennett, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Carolyn Schofield, Stefan Schaffer, Anne Sheahan, Matthew Walsh and Diane Williams

Absent: Frank Beal, Jim Healy and Nancy Rotering

Non-Voting: Kouros Mohammadian

Absent (NV): Leanne Redden

The meeting was adjourned at 10:42 a.m.

Minutes prepared by Blanca Vela-Schneider



MEMORANDUM

To: CMAP Board

From: Alicia Gage
Accounting Manager

Date: June 14, 2023

Re: Contract with AECOM for a 2-year term, with three 1-year renewal options for RFP 281, Project Management and Oversight (PMO) for Countywide Safety Action Plans in Northeastern Illinois, in the amount of \$420,765.57.

As the region's metropolitan planning organization, CMAP plays an important role in traffic safety. ON TO 2050, the comprehensive plan for northeastern Illinois, recommends improving traffic safety. CMAP is federally required to set traffic safety targets and program transportation funds to meet them. And as a regional convener, CMAP has the ability to work with our partners and communities across northeastern Illinois to take a comprehensive approach to safety.

CMAP seeks to improve regional traffic safety in a comprehensive, equitable, data-informed and collaborative way. In particular, the program will provide technical assistance to six (6) counties in our region to develop county-wide safety action plans. The plans will use a regional framework but also will be unique to each county — building on existing efforts and addressing local issues. Each plan will leverage CMAP's best practice research and analysis, data resources and technical expertise. These plans will be designed to meet eligibility requirements for federal implementation grants, which the counties and municipalities may apply for. More than \$1 billion in competitive safety funds is available annually through the Infrastructure Investment and Jobs Act.

Review Process

A Request for Proposals (RFP) was circulated and posted on the CMAP website on April 14, 2023. On May 5, 2023, CMAP received proposals from AECOM and Milhouse Engineering.

Proposals were reviewed by CMAP staff, who scored each proposal independently. The criteria for selection included the following:

1. The demonstrated record of experience of the consultant as well as identified staff, verified by references, in providing the professional services as described in the scope of services.
2. The consultant’s overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.
3. The consultant’s approach to integrating CMAP’s [Core Values](#) in their interactions with stakeholders and communities in which they work.
4. Safety action plan services-specific evaluation criteria: Demonstrated experience with the Safe System Approach to traffic safety; knowledge and experience creating Safety Action or Vision Zero Plans that consider the safety and mobility needs for all road users including those who walk, bicycle, and access transit; familiarity with the USDOT Safe Streets for All Program or the National Roadway Safety Strategy.
5. Prior performance of previous planning and engineering contracts will be considered. Consultants who are or have been seriously deficient in current or recent contract performance in the absence of evidence to the contrary or circumstances properly beyond the control of the Consultant shall be presumed to be unable to meet these requirements. Past unsatisfactory performance will ordinarily be sufficient to justify a finding of non-responsibility.
6. Cost to CMAP.

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

Table 1 Average team scores for all proposals

<i>Criteria</i>	<i>Max Score</i>	<i>AECOM</i>	<i>Milhouse</i>
1. Record of experience	30	30	21
2. Consultant’s philosophy working with divers/marginalized communities	25	13.75	15
3. Consultant’s integration of CMAP’s Core Values	20	14	14
4. Safety action plan specific evaluation criteria	25	25	9.4
5. Prior performance on CMAP contracts	PASS / FAIL (ineligible)	PASS	PASS
DBE, WBE, MBE, and/or VBE	YES (1) / NO (0)	NO (0)	YES (1)
Cost to CMAP	20	20 (\$420,765.57)	9.02 (\$932,493.64)
Total	121	102.75	69.42

Recommendation for Contractor Selection

Following consideration of the two proposals, the Selection Committee is recommending the selection of AECOM for this project. AECOM presented the strongest approach, experience, similar work examples, and specialized skills required to execute the work.

CMAP Staff request Board approval for the selection of AECOM for a 2-year, with three, 1-year options for renewal contract for the not-to-exceed cost of \$420,765.57. Support for this project is pending a USDOT grant specifically for this purpose.

ACTION REQUESTED: Approval



MEMORANDUM

To: CMAP Board

From: Alicia Gage
Accounting Manager

Date: June 14, 2023

Re: Contract pre-approval request with a vendor to be determined for a one-year term for RFP 278, Project Management and Development of Program Evaluation of Capacity Building Activities, for a cost not-to-exceed \$75,000.

Funded in part by The John D. & Catherine T. MacArthur Foundation, the Illinois Department of Transportation, and seed money from the Chicago Community Trust, [CMAP's Capacity Building Program](#) (C-Build) offers training, technical assistance, and support to local governments in northeastern Illinois.

Initially devised in 2018, the three-year C-Build program offered by CMAP is a comprehensive program with a hyper-local approach designed to help local governments throughout northeastern Illinois. Local governments can face obstacles such as lacking staff planners, having staff members who wear multiple hats, or having part-time staff. Some communities have plans that need to be updated or have updated plans but not enough manpower or resources for plan implementation. Overall, all communities face challenges in pursuing their local and regional goals in the face of increasing fiscal pressure.

CMAP intends to engage the expertise of a third-party consultant as a neutral evaluator of the C-Build Program. The overall objective of this work is to measure progress and results, learn, reflect, course correct, adapt, and make more informed decisions about the C-Build program. CMAP seeks to establish tracking of implementation progress through periodic data collection. The goal is to provide early indications of progress or early detection of projects that may require additional support to succeed.

CMAP has released RFP 287 and is expecting to select a vendor in mid-July, during the period in which the Board is not anticipated to meet. It is anticipated that this project will require 12 months to complete. CMAP staff are requesting the Board grant the Executive Director pre-approval to enter into a contract with the selected vendor for a 12-month period, for a not-to-exceed cost of \$75,000 in order to ensure project completion by the grantee's designated deadline.

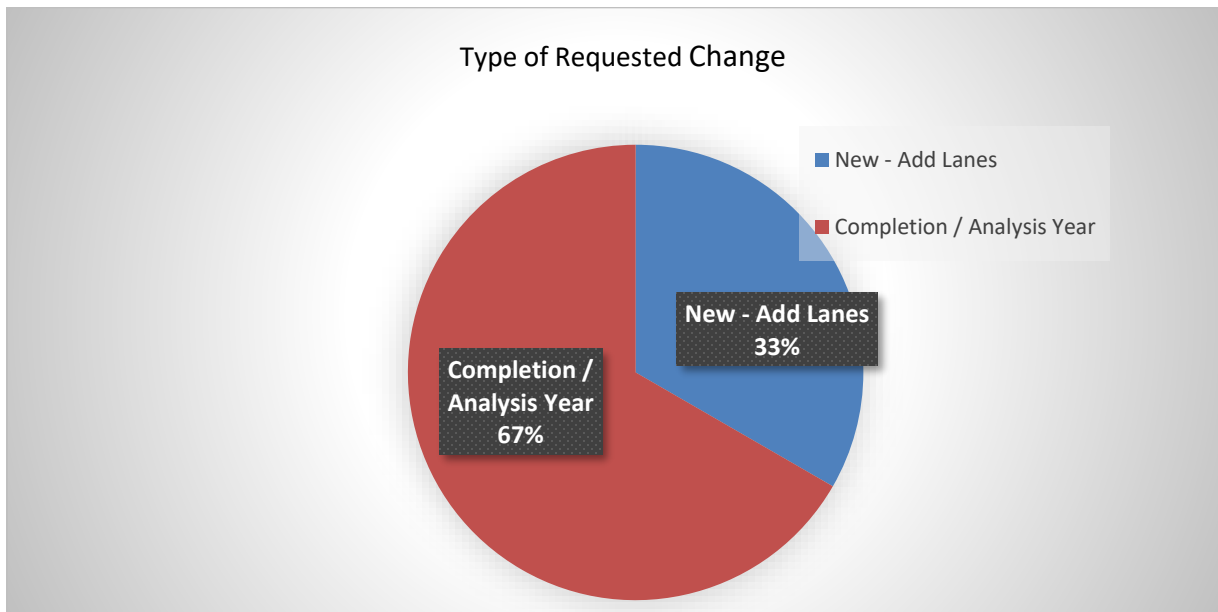
ACTION REQUESTED: Approval



MEMORANDUM

To: CMAP Transportation Committee
From: CMAP Staff
Date: June 8, 2023
Re: ON TO 2050/2023-2027 TIP Conformity Analysis & TIP Amendment 23-08 release for public comment

In accordance with the required plan update conformity analysis policy, CMAP staff asked programmers to submit changes, additions, or deletions to non-exempt projects included in the FFY 2023-28 TIP that are anticipated to be carried forward into the FFY 2023-27 TIP and ON TO 2050 for inclusion in the regional air quality analysis. Of the changes requested, three projects require air quality conformity analysis. Below is a summary by type of requested change.



If the 2023-27 TIP is approved, a new non-exempt project, and two long established projects crossed a scenario year. The federal government requires regional planning agencies to demonstrate fiscal constraint by determining that sufficient resources will be available to

construct projects recommended in the plan. Careful selection of these projects must meet the federal standard of fiscal constraint, while also helping to achieve regional goals. These types of projects are included in the conformity analysis because funding for phases beyond preliminary engineering has been identified in the TIP or within the planning horizon of ON TO 2050. Non-exempt projects with only preliminary engineering funding and exempt tested projects are excluded from conformity analysis.

The new non-exempt project is:

- [09-23-0024](#): Galligan Road from Freeman Road to Binnie Road.

Other changes to existing projects are described below.

Limits are the cross-streets, mileposts or other boundaries which define the extent of a project. There are no projects with significant limit changes.

The completion year indicates when a project is anticipated to be in service to users. The conformity analysis is conducted for selected analysis years between now and 2050. The analysis years are currently 2025, 2030, 2035, 2040 and 2050. If a change in completion year results in moving a project across an analysis year, the project must be revised in the conformity analysis.

The following non-exempt projects crossed an analysis year:

- TIP ID [06-03-0005](#): 143rd St from Will-Cook Rd to IL 7 Wolf Rd.;
- TIP ID [10-01-0022](#): IL 22 Lake Zurich Rd from Quentin Rd to W of IL 83.

The scope of a project is determined by the [work types](#) associated with the project.

- Non-exempt work types are expected to affect air quality and must be included in the conformity analysis. Examples of non-exempt work types are adding lanes or to remove lanes to a roadway, interchange expansion, and the major expansion of bus route service.
- Exempt tested work types do not require an air quality conformity analysis, but the region has chosen to include the impacts of these types of projects in the travel demand model. Exempt tested projects include new commuter parking lots, road (diet) reconfiguration of lanes to improve safety, and road reconstruction with lane widening to standard widths (e.g., 10 feet to 12 feet).
- Exempt work types do not require an air quality conformity analysis. Examples of exempt work types are intersection improvements and rail station modernization.

The conformity status of [12-22-0006](#), Theodore Street from Drauden Road to Wesmere Parkway was predetermined by its inclusion within the initial Theodore Street corridor improvement project [12-21-0026](#), submitted for the June 10, 2021 conformity. The scope of the parcel being split focuses on the road widening which requires storm sewer installation, sidewalk replacement, tree replacement, street lighting, with new traffic signals and modifications.

Newly submitted changes are found in the [23-08 Conformity Amendments](#) report.

The regional travel demand model was run using the updated networks. The resultant vehicle miles traveled (VMT) by vehicle class, speed, time of day, and facility type were entered into U.S. Environmental Protection Agency’s MOVES3 model.

Using the MOVES3 model on-road emission estimates for each precursor or direct pollutant in each analysis year were produced. The MVEB for the NEIL nonattainment area for 2035 and beyond was revised in a federal register notice on May 20, 2022 (87 FR 30828) to correspond to the 2008 ozone maintenance SIP that was approved in that noticed by U.S. EPA. The result is that the MVEB changes to 65 tons/day of VOCs and 110 tons/day of NOx in 2035. Prior year MVEB remain unchanged. In addition to a revised MVEB the analysis year of 2035 is now being modeled as that corresponds to the last year of the 2008 ozone maintenance plan and demonstrates conformity for the 2008 ozone maintenance SIP. For ozone precursors volatile organic compounds (VOC) and nitrogen oxides (NOx), the resulting mobile source emissions estimates fell below the applicable motor vehicle emissions budgets for ozone as shown in the table below.

VOC and NOx Emissions in Tons per Summer Day for Ozone Conformity

Year	Volatile Organic Compounds		Nitrogen Oxides	
	Northeastern Illinois	SIP Budget	Northeastern Illinois	SIP Budget
2025	42.31	60.13	122.17	150.27
2030	36.73	60.13	94.48	150.27
2035	32.89	65.00	84.82	110.00
2040	29.79	65.00	84.09	110.00
2050	27.89	65.00	90.06	110.00

Conformity is demonstrated by comparison of analysis year emissions to the SIP budgets

Notes:

Off-model benefits are not included in the total emissions estimates
 Results updated as of April
 2023

Direct PM_{2.5} and NO_x Emissions in Tons per Year for PM_{2.5} (Informational Only)

Year	Fine Particulate Matter		Nitrogen Oxides	
	Northeastern Illinois	Historical SIP Budget	Northeastern Illinois	Historical SIP Budget
2025	1,433.01	5,100.00	40,253.89	127,951.00
2030	1,151.12	2,377.00	31,844.80	44,224.00
2035	993.38	2,377.00	28,319.94	44,224.00
2040	986.85	2,377.00	27,999.78	44,224.00
2050	1,026.73	2,377.00	29,610.63	44,224.00

Greenhouse Gas Mobile Source Emissions (Informational Only)

CO ₂ Equivalent in Tons per Year	
Year	Northeastern Illinois
2025	34,323,851.35
2030	32,903,307.41
2035	31,954,711.04
2040	32,109,251.47
2050	33,318,041.83

ACTION REQUESTED: Recommend finding of conformity and approval of TIP amendment 23-08 by the MPO Policy Committee and CMAP Board.



MEMORANDUM

TO: CMAP Board
FROM: Amy McEwan, Deputy Executive Director
Date: June 1, 2023
Re: Amendment Consideration for the CMAP By Laws:

Introduction:

Attached to this memo is a copy of the Boards By-Laws with potential amendments for consideration.

Article Three:

Upon recommendation of legal counsel, provides further clarification on virtual meeting participation.

Upon recommendation of legal counsel, provides clarification that the board and its committees may use a consent agenda to transact business.

Provide clarity and transparency by documenting in the by-laws the long-standing practice of maintaining on the Executive Committee 2 members each from the City of Chicago, Cook County and the Collar Counties.

Article Four: Powers of the Executive Committee

Options provided by legal counsel for Board consideration to expand the duties the Executive Committee may conduct on behalf of the board.

Authorizes the Executive Committee to:

1. accept grants and enter into the associated grant agreement when the grant is consistent with the long-range plan and the strategic direction
2. approve change orders to existing contracts for up to 10%
3. approve items that are customary operations and finance matters of the Board, when the board is not scheduled to meet (July, August, December and frequently April) or is unable to meet due to quorum for more than 14 days.
 - a. Requires notification to all board members of the Executive Committee meeting including the notice and agenda at least 72 hours prior.

- b. Limits authorizations to \$1 million dollars

Article Six: Public Participation at Hearings, Board Meetings, and Citizens' Advisory Committee

Incorporates updates to public participation that were approved by the Board on April 12, 2023.

Article Seven: Power of the Executive Director

Upon recommendation of legal counsel, ties the simplified acquisition threshold or maximum contract authority of the Executive Director to the limits defined in State Statute.

Article Ten: Miscellaneous

Emergency purchases during a federal or governor declared state of emergency – increase the limit to \$250,000. This provision provides a safety net if significant damage occurred to the CMAP office, personal protective equipment were required by staff to perform the work, or other major impact was experienced during a declared state or federal emergency.

**BY-LAWS OF THE
CHICAGO METROPOLITAN AGENCY FOR PLANNING**

Adopted June 21, 2006

Revised November 28, 2007

Revised November 13, 2013

Revised October 11, 2017

Revised June 9, 2021

**BY-LAWS OF THE
CHICAGO METROPOLITAN AGENCY FOR PLANNING**

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ARTICLE ONE
Purpose of the Chicago Metropolitan Agency for Planning

The Chicago Metropolitan Agency for Planning (“CMAP”) was created by the Regional Planning Act (70 ILCS 1707/1 et. seq.) (the “Act”), and the agency’s Policy Committee is the federally-designated Metropolitan Planning Organization for northeastern Illinois as detailed in the Federal-Aid Highway Act of 1962 [23 U.S.C. § 134]. The Act provides for a consolidated regional planning agency to plan for the most effective public and private investments in the northeastern Illinois region, to better integrate plans for land use and transportation, program transportation funds, and serve as the region’s data hub.

CMAP was created to address the development and transportation challenges in Cook, DuPage, Kane, Kendall, Lake, McHenry and Will Counties. The agency also provides research on transportation system safety and equity, freight, housing, economic development, and environment and natural resources through the federally- required metropolitan planning process.

These Rules shall serve to guide the proper functioning of the urban transportation planning process by CMAP as well as general procedures and policies for CMAP, and CMAP committees.

ARTICLE TWO
Definitions

As used in these By-Laws, the following terms shall mean:

- (a) Act means the Regional Planning Act, effective August 9, 2005, as amended now and hereafter.
- (b) Board means the fifteen voting members and non-voting members of CMAP.
- (c) Board member means a voting member or non-voting member of CMAP.
- (d) Policy Committee means the decision-making body of the MPO.
- (e) Chair means the Chair of the Board.
- (f) Executive Director means the Executive Director of the Chicago Metropolitan Agency for Planning.
- (g) Northeastern Illinois region means Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will Counties.
- (h) CMAP means the Chicago Metropolitan Agency for Planning created pursuant to the Act.

ARTICLE THREE
Organization of the Chicago Metropolitan Agency for Planning

1. Composition of the Board

The CMAP is governed by a board (“Board”) consisting of the following 15 voting members and non-voting members, all as appointed ~~by~~[pursuant to](#) the Regional Planning Act (the “Act”) and serving for initial terms as follows:

- A. One member from DuPage County appointed cooperatively by the mayors of DuPage County and the chief elected county official of DuPage County with a term expiring on July 1, 2007.
- B. One member representing both Kane and Kendall Counties appointed cooperatively by the mayors of Kane County and Kendall County and the chief elected county officials of Kane County and Kendall County with a term expiring on July 1, 2007.
- C. One member from Lake County appointed cooperatively by the mayors of Lake County and the chief elected county official of Lake County with a term expiring on July 1, 2009.
- D. One member from McHenry County appointed cooperatively by the mayors of McHenry County and the chief elected county official of McHenry County with a term expiring on July 1, 2009.
- E. One member from Will County appointed cooperatively by the mayors of Will County and the chief elected county official of Will County with a term expiring on July 1, 2009.
- F. Five members from the City of Chicago appointed by the Mayor of the City of Chicago. As designated at the time of appointment, the terms of 2 of these members shall expire on July 1, 2007 and the terms of the other 3 members shall expire on July 1, 2009.
- G. One member from that portion of Cook County outside of the City of Chicago appointed by the President of the Cook County Board of Commissioners with a term expiring on July 1, 2007.
- H. Four members from that portion of Cook County outside of the City of Chicago appointed, with the consent of the President of the Cook County Board of Commissioners, as follows:
 - 1) One by the mayors representing those communities in Cook County that are outside of the City of Chicago and north of Devon Avenue with a term expiring on July 1, 2007.

- 2) One by the mayors representing those communities in Cook County that are outside of the City of Chicago, south of Devon Avenue, and north of Interstate 55, and in addition the Village of Summit with a term expiring on July 1, 2009.
- 3) One by the mayors representing those communities in Cook County that are outside of the City of Chicago, south of Interstate 55, and west of Interstate 57, excluding the communities of Summit, Dixmoor, Posen, Robbins, Midlothian, Oak Forest, and Tinley Park with a term expiring on July 1, 2007.
- 4) One by the mayors representing those communities in Cook County that are outside of the City of Chicago and east of Interstate 57, and, in addition, the communities of Dixmoor, Posen, Robbins, Midlothian, Oak Forest, and Tinley Park with a term expiring on July 1, 2009.

I. The Policy Committee may appoint one of their members to serve as a non-voting member and the CMAP Board may appoint other non-voting members of the Board. All members must reside in the seven-county region.

2. Terms

After their initial terms, Board members shall hold a term of 4 years or until successors are appointed and qualified.

3. Vacancies

If a vacancy occurs, the appropriate appointing authority shall fill the vacancy by an appointment for the unexpired term.

4. Compensation

Board members shall receive no compensation, but shall be reimbursed for expenses incurred in the performance of their duties.

5. Attendance by Video or Audio Conference

Board members or committee members may attend a Board or committee meeting via audio or video conference ~~as~~only to the extent permitted under the Open Meetings Act (5 ILCS ~~120/1~~120/1, *et seq.*), now and as hereafter amended.

6. Quorum

A majority of the voting Board members holding office shall constitute a quorum for the purpose of convening a meeting of the Board.

7. Voting

- A. A vote shall be taken on any motion, resolution, or ordinance of the CMAP Board and shall be included in the record of the meeting.
- B. The affirmative votes of at least 4/5 of the voting Board members in office is necessary for the Board to take any action [for which Board approval is required pursuant to the Act or these By-Laws](#). A Board member or committee member who attends a meeting via ~~telephone~~[audio or video conference](#) (as provided in [Article 3, Section 5](#)- above) is considered present for purposes of voting.

8. Regular Meetings and Time and Place of Meetings

Regular meetings of the Board shall be held at least once in each calendar quarter. The time and place of Board meetings shall be fixed by resolution of the Board.

9. Special Meetings

Special meetings of the Board may be called by the Chair or a majority of the Board members.

10. Workshop Meetings

The Board may choose to hold workshop meetings from time to time, by a call of the Chair or a majority of the Board members. A quorum shall not be necessary for conducting a workshop; however, all board workshops shall be noticed in the same manner as regular meetings of the Board, and no final action may be taken at any Board workshop. Workshop meetings shall be considered meetings of the Board for purposes of these By-Laws and the Open Meetings Act.

11. Notice to Board Members

A written notice of the time and place of any special meeting or workshop shall be provided to all Board members at least 96 hours prior to the date fixed for the meeting by regular mail, e-mail or facsimile, except that if the time and place of a special meeting is fixed at a regular meeting at which all Board members are present, no such written notice is required.

12. Chair, First Vice Chair, and Second Vice Chair

At its initial meeting and its first regular meeting after July 1 of each year thereafter, the Board shall appoint from its membership a Chair, a first vice Chair and a second vice Chair who will all serve until their successors are appointed. The first vice Chair shall act as Chair during the absence or disability of the Chair and in case of resignation or death of the Chair and shall carry out such other duties as designated by resolution of the Board. If the first vice Chair is unavailable to take on such duties, the second vice Chair shall act as Chair during the absence or disability of the Chair and in case of resignation or death of the Chair and shall carry out such other duties as designated by resolution of the Board.

13. Agenda Development and Distribution ~~For~~[for](#) Board Meetings

- A. Before a Board meeting, the Chair shall review a tentative agenda prepared by the Executive Director and set a final agenda for the upcoming Board meeting. Board members' requests to place an item on the agenda shall be made to the Executive Director or the Chair at least 96 hours prior to the date fixed for the meeting.
- B. The Executive Director shall provide the agenda for each regular meeting to all Board members at least 72 hours before such meeting. The Executive Director shall also provide to each Member a draft of each ordinance or resolution to be proposed for action of the Board at least 72 hours before such meeting. The agenda for such meeting shall be posted at the principal office of CMAP and at the location where the meeting will be held, at least 48 hours before such meeting. Revisions to the agenda may be made by the Chair or by a majority of the Board not less than 72 hours prior to the meeting, including addition to the agenda of items requiring adoption of an ordinance or resolution at the meeting, provided, however, that a copy of each ordinance or resolution is also made available to each Member.

14. Consent Agenda

- A. At any meeting, the Board may, by unanimous consent, take a single vote on the several questions of the passage of any two or more of the designated ordinances, orders, resolutions, or motions placed together for voting purposes in a single group (the "Consent Agenda"). The Executive Director may, but is not required to, submit a Consent Agenda to be considered by the Board at each Board meeting. The Consent Agenda may contain (1) all matters deemed by the Executive Director to be of a noncontroversial nature; (2) all matters on which the Board has previously issued a preliminary favorable vote or recommendation; and (3) the approval of bids when the recommendation is to accept the low bidder.
- B. Any item may be removed from the Consent Agenda at the Board meeting by the request of any one member. Upon removal, the item will be considered and voted upon separately.
- C. A single vote on the Consent Agenda shall be deemed in compliance with all requirements of law for all intents and purposes as if the vote in each case had been taken separately for each individual item on the Consent Agenda. Members voting on the Consent Agenda may state those specific items for which they vote nay, or abstain.

15. ~~15.~~ Minutes of Board and Committee Meetings

Written minutes of all Board and committee meetings shall be prepared. Such minutes shall include, but need not be limited to:

- 1) the date, time and place of the meeting;
- 2) the members recorded as either present or absent (if any members attended via audio or video conference, the minutes of such meetings must state which members

were physically present and which members were present via audio or video conference); and

- 3) a summary or discussion on all matters proposed, deliberated or decided, and a record of any votes taken.

Board members may request that specific comments be included in the minutes.

Minutes of all meetings open to the public shall be maintained on file by the Executive Director.

Minutes of prior meetings open to the public and prior meetings closed to the public shall be furnished to Board members in the advance Board packages for review and approval at the ensuing Board meeting.

Minutes of meetings open to the public shall be available for public inspection during the regular business hours of CMAP at the principal office of CMAP within 7 days of the approval of such minutes. Minutes of meetings closed to the public shall be placed in a confidential file and available for public inspection only after the Board determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

The Board shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

16. ~~16.~~ Compliance with the Open Meetings Act

All meetings of the Board and committees shall be held in compliance with the Open Meetings Act (5 ILCS 1201/1, *et seq.*), now and as hereafter amended.

17. ~~17.~~ Board Committees

The committees of the Board may make recommendations to the Board, but, except as provided to the contrary in these By-Laws with respect to the Executive Committee, the Board takes all actions for CMAP. The committees of the Board are as follows:

- A. Executive Committee. The Executive Committee is to be comprised of six members, as follows:
 1. Two members from among the Board members representing the City of Chicago;
 2. Two members from among the Board members representing suburban Cook County; and

3. Two members from among the Board members representing DuPage, Kane, Kendall, Lake, McHenry, and Will Counties.

The Executive Committee shall serve as the audit and finance committee and (i) manage the day-to-day operations of CMAP; (ii) review and direct the activities of the other committees of CMAP; (iii) make recommendations on an executive director; (iv) develop strategic plans and policies for CMAP; and (v) develop a funding plan for the CMAP. Further, the Executive Committee shall have those powers and duties set forth in Article ~~Four~~4 of these By-Laws.

- B. Transportation Committee. The CMAP Board shall jointly determine the structure and member organizations of the Transportation Committee with the Policy Committee. The Transportation Committee shall fulfill duties outlined in the Memorandum of Understanding (MOU) between CMAP and the Policy Committee.
- C. Citizens' Advisory Committee. The CMAP Board shall create a standing Citizens' Advisory Committee to provide continuous and balanced public representation in the development of regional plans and policies.
- D. Any other committees created by the Board. Such committees shall have such duties as the Board designates.

The Board can change the duties of any committee or dissolve any committee at any time, with the exception of the Citizens' Advisory Committee and the Transportation Committee which shall be done jointly with the Policy Committee. The Chair shall appoint members to committees and designate committee chairmen at the beginning of each calendar year or at the time the Committee is created. The Chair of each committee shall serve for the balance of the calendar year and until a successor is appointed. The Chair of any committee may be reappointed as Chair of the committee.

The Chair may delegate to the Executive Director management of committees created pursuant to this section, including but not limited to the appointment of committee members and Chair, establishment of meeting dates, and the setting of meeting agendas. The Executive Director may also establish technical committees to advise CMAP staff.

Any question of committee jurisdiction over an issue shall be raised with the Executive Director.

18. ~~18.~~Live-streaming

The Board will broadcast open meetings of the board in real time using a high-speed Internet connection in compliance with the Regional Planning Act.

**ARTICLE FOUR
Powers of the Executive Committee**

1. In addition to those duties set forth in Article Three, Paragraph ~~17~~18.A of these By-Laws, the Executive Committee has been established by the Board to:
 - A. discuss CMAP agenda items, legislative issues, and similar concerns and business, for recommendation(s) to the Board;
 - B. take action on certain administrative items, including (i) procurements for work activities that have been approved by the board ~~in CMAP's annual budget and workplan;~~ and (ii) accepting grant funding, and approving, entering into, and implementing associated grant agreements, consistent with CMAP's then-current long-range plan and strategic direction;
 - C. annually review the performance of the Executive Director, and upon completion of its review, to forward its findings and recommendations to the full Board;
 - D. issue and approve a change order to any purchase order or contract, provided that no such change order, individually or when combined with any previous change order to the same purchase order or contract, exceeds 10 percent of the original price of the purchase order or contract; and
 - E. ~~D.~~consider and provide direction to the Executive Director regarding such other matters that may come before CMAP from time to time.

2. In addition to the powers and authorities set forth in Paragraph 1 of this Article 4, and except as expressly provided to the contrary in these By-Laws, whether because no meeting of the Board has been scheduled or due to failure to obtain a quorum at a scheduled meeting of the Board, at any time at which the Board has not met in the prior 14 days, and will not meet for at least 14 days, the Executive Committee may exercise any and all customary powers of the Board related to CMAP operations and finances, but only in compliance with the following:
 - A. The powers granted to the Executive Committee pursuant to this Section 3 may not be exercised unless notice and the agenda of the Executive Committee meeting has been sent to all Board members at least ___ hours in advance.
 - B. The Executive Committee may not, pursuant to this Section 2, authorize the expenditure of more than \$500,000 for any specific project or contract.

3. ~~2.~~The Executive Committee shall report its actions on all matters to the Board at the next available meeting.

4. Under no circumstances will the Executive Committee have the authority to approve the long-range plan.

ARTICLE FIVE
Citizens' Advisory Committee

Pursuant to Section 40(c) of the Act, a standing Citizens' Advisory Committee will be created by the Board to provide continuous and balanced public representation in the development of regional plans and policies.

ARTICLE SIX
Public Participation at Public Hearings, Board Meetings, and Citizens' Advisory Committee Meetings

1. Requirement

In connection with its review and development of any regional plans and prior to any plan's approval, the Board must hold a public hearing.

2. Participation

CMAP's public bodies provide the opportunity for public comment at its meetings. This is included as a standing agenda item following "Other Business". In-person, virtual, and email public comment is permissible.

CMAP will follow these rules governing public comment:

- A. Public comments must be germane to the business of the specific public body.
- B. The order of the public comment may be modified at the discretion of the executive director or chair.
- C. The total cumulative time of all public comment shall be limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per individual unless the Chair designates a longer or shorter time period. If a member of the public fails to abide by the relevant time limit for comment, the Chair may interrupt the speaker and proceed to the next commenter or agenda item.
- D. To be included in the public record, written comments must be submitted at least 24 hours before the meeting via email at info@cmap.illinois.gov, or in writing to: CMAP 433 W. Van Buren St., Ste 450, Chicago, IL 60607. The email or written comment should include:
 - a. Commenter's name
 - b. Affiliation (optional)
 - c. Committee to address
 - d. Comment, indicating the related agenda item

- e. CMAP will maintain a record of all written public comments and make it publicly available.
- E. Submitting comment on the meeting day:
 - a. In-person speakers need to complete a public comment card and submit to CMAP staff prior to the Public Comment item on the agenda.
 - b. Virtual participants will be prompted to add their name to the virtual meeting platform's chat box to indicate their intent to speak.
- F. The meeting chair shall invite public comment in this order:
 - a. Comments from in-person attendees submitted ahead of time
 - b. Comments from in-person attendees not previously submitted
 - c. Comments from virtual attendees submitted ahead of time, and
 - d. Comments from virtual attendees not previously submitted.
- G. The meeting chair may interrupt any speaker who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs, distracts from, or otherwise impedes the orderly conduct of a meeting.

3. Conduct of Hearings

The presiding officer for each hearing shall be designated by the Chair, and shall be a Board member or officer or employee of CMAP. Notice of the time, date, and place set for the hearing must be by posting a copy of such notice at the principal office of CMAP, by giving notice to those news media which have filed a request for public notices pursuant to law, and by posting on CMAP's website, published in a newspaper having a general circulation within the northeastern Illinois region at least 30 days prior to the date of the hearing. The notice must contain a short explanation of the purpose of the hearing. The hearing may be continued, as deemed necessary by the Board.

Procedures for public hearings, Board meetings and Citizens' Advisory Committee meetings set forth in this Article shall apply to all such hearings and meetings under the Act, except as otherwise noted herein. Hearings required under any statute or regulation of the United States or the State of Illinois shall be held under this part to the extent consistent with such statute or regulation.

Minutes for each hearing and copies of all written materials submitted in connection with each hearing shall be maintained by the Executive Director.

ARTICLE SEVEN

Powers of the Executive Director

1. In addition to those powers provided by law, ordinance or resolution of the Board, the Executive Director:
 - A. shall hire deputy directors and other employees as needed.
 - B. shall have the authority to enter into contractual commitments where the total of the compensation provided under such commitment ~~or the compensation to that provider of contractual~~ does not exceed the annually adjusted Simplified Acquisition Threshold for professional and artistic services as established under all other contractual commitments made within the fiscal year does not exceed \$50,000 the Illinois Procurement Code (30 ILCS 500/20-20). Procurements shall not be artificially divided so as to constitute a small purchase eligible to this provision of the Illinois Procurement Code.

ARTICLE EIGHT

Access to Public Records

CMAP shall grant access to public records in compliance with the Freedom of Information Act (5 ILCS 140/1 *et seq.*) and the Regional Planning Act. In accordance with the Regional Planning Act, the Board shall post recordings of its open meetings on its website within a reasonable time after the meeting.

ARTICLE NINE

Maintenance of Public Records

CMAP shall maintain records in accordance with the provisions of the State Records Act (5 ILCS 160/1 *et. seq.*) and the Regional Planning Act.

ARTICLE TEN

Miscellaneous

1. Annual Report

~~**ARTICLE TEN Miscellaneous**~~

The Board shall prepare, publish, and distribute an annual report and any other reports and plans that relate to the purpose of this Act.

2. Emergency Purchases

In the event the Federal government or the Governor declares a “State of Emergency,” the Chair, First Vice Chair, Second Vice Chair, or Executive Director may authorize the purchase of, or contract for, or services required in contemplation of, preparation for, or during, an emergency utilizing the competitive bidding or competitive proposal procedures set forth in the CMAP’s Procurement Rules. During a “State of Emergency,” the Executive

Director shall be authorized to provide for the distribution of federal or state aid for repairs, replacements, or the distribution of aid. Notwithstanding the foregoing, at least two signatures, one by a Board Officer (use of an electronic signature may be authorized for this purpose) and one by the Executive Director, shall be required to effectuate an emergency expenditure. Emergency purchases of goods or services where the expenditure by CMAP is estimated to be \$250,000 or greater shall be subject to ratification by the Executive Committee or Board as soon as practicable. The Chair, First Vice Chair, Second Vice Chair, or Executive Director will inform the Board of any such emergency actions at the next available meeting.

3. Policy Committee Representation

At the beginning of every other calendar year, the Chair shall appoint two of the Board's members to the MPO Policy Committee as permitted by the Policy Committee bylaws and the Board shall approve the appointments. The two appointments shall reflect the geographic distribution of the region and shall not both be from the same geographic area (the City of Chicago as defined in Article Three, paragraph F; Suburban Cook County as defined in Article Three, Paragraphs G and H; or the Collar Counties as defined in Article Three paragraphs A-E).

4. Amendments

These By-Laws may be amended or repealed by the affirmative votes of at least 4/5 of the voting Board members in office at a special or regular meeting, provided that the proposed amendments to these By-Laws or a notice stating that the Board seeks to repeal these By-Laws (whichever is applicable) is sent to the Board members at least 14 days before said meeting.

5. Parliamentary Authority

Except where inconsistent with the provisions of the Act or these By-Laws, Robert's Rules of Order shall govern the conduct of all meetings of the Board and the committees.

6. Effective Date

These By-Laws shall be effective upon approval of at least 4/5 of the voting Board members then in office.

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Rendering set	Standard

Legend:	
<u>Insertion</u>	
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Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
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Moved to	0
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Format changes	0
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