



Chicago Metropolitan Agency for Planning

433 West Van Buren Street
 Suite 450
 Chicago, IL 60607
 312-454-0400
 cmap.illinois.gov

MEMORANDUM

To: CMAP Executive Committee
From: Maren Lutterbach, Executive Assistant
Date: May 13, 2026
Subject: Executive Director Erin Aleman
 Out-of-region travel summary for the month of April 2026
Action Requested: Information

Below is a list of expenses related to Executive Director Aleman’s out-of-region travel during the month of April 2026. Expenses listed below are from the Coalition for America’s Gateways & Trade Corridors (CAGTC) 2026 Annual Meeting.

**CAGTC’s 2026 Annual Meeting
 Washington, DC
 04/21/26 – 04/23/26**

Description	Date Expense Incurred	Expense Amount
Flight – United Airlines	02/09/26	\$290.80
Ground Transportation	04/21-04/23	\$86.20
Lodging HILTON Washington DC, Capitol Hill	04/21-04/23	\$762.96
Per Diem		\$170.00
	Total:	\$1,309.96

ACTION REQUESTED: Information