

CMAP



# Staff Progress Report

Fiscal Year 2012-13  
Quarter One



November 2012

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## LOCAL PLANNING SUPPORT

**Program Oversight:** Bob Dean

GO TO 2040 supports the efforts of local governments to improve livability within their communities and to encourage a future pattern of more compact, mixed-use development that focuses growth where transportation infrastructure already exists. The plan recommends that local governments pursue opportunities for development of this type, while recognizing that the interpretation and application of these concepts will vary by community.

## AREA 1: REGIONAL TECHNICAL ASSISTANCE

**Program Manager:** Andrew Williams-Clark

“Regional” technical assistance includes projects that are conducted at a regional level, rather than working with an individual community. Projects in this area have a broad, region-wide audience.

### Online Case Study Library

**Project Manager:** Lindsay Banks

**Team:** Heringa, Okoth

**Description:** This project will collect positive case studies from around the region of local governments advancing GO TO 2040 through plans, ordinances, and other regulations. These will be organized clearly in a searchable online format. After the initial launch of the project, it will be continually added to with more case studies, including some suggested or led by partner

organizations. In FY 13, these case studies will be used as part of the Year 2 implementation report for GO TO 2040.

**Products and Key Dates:** Add 10 new case studies to library and request submissions for an additional 10 from LTA projects and partners (ongoing; approximately 5 per quarter). Continued improvements to library in terms of sorting, searching, design, and similar features (ongoing).

**1<sup>st</sup> Quarter Progress:**

- Added filtering method to sort case studies by topic area.
- Added 7 case studies, 6 from a partnership with Soles & Spokes event.

**2<sup>nd</sup> Quarter Objectives:**

- Continue to draft case studies, highlight examples bi-weekly, and request submissions (which will be added once we have a new hire with Flash code-writing skills).
- Create new case studies on completed LTA projects.

## **Municipal Survey and Compendium of Plans**

**Project Manager:** Andrew Williams-Clark

**Team:** Heringa, Pfingston, interns

**Description:** This project will conduct a biennial survey of municipalities across the region to understand the degree to which policies recommended in GO TO 2040 are implemented at the local level. Survey analysis will also be used to determine local government demand for the development model plans, ordinances and codes as well as educational opportunities.

**Products and Key Dates:** Summary of municipal survey (October).

**1<sup>st</sup> Quarter Progress:**

- Completed data collection for 2012 municipal survey.
- Initiated municipal survey analysis.

**2<sup>nd</sup> Quarter Objectives:**

- Deliver 1-2 blog posts summarizing survey analysis.
- Develop preliminary analysis of survey results for internal use.

## **Model Plans, Ordinances, and Codes**

**Project Manager:** Andrew Williams-Clark

**Team:** Elam, Heringa, Ostrander

**Description:** This project will prepare model planning approaches on topics of interest to local communities and planners. These include ordinances, other regulations, or treatment of other planning issues. Topics addressed in FY 13 will include continuations of some begun in FY 12: local food model ordinance; treatment of arts and culture in local plans; form-based codes; and climate change adaptation. Once models are produced, CMAP will work with several communities to implement the ordinance locally (covered in more detail in the Community Technical Assistance section). The municipal survey and Compendium of Plans will be used to determine the focus of future model approaches.

**Products and Key Dates:** Four model ordinances or other planning documents on topics of interest (produced approximately quarterly). Identification of new topics to be addressed in FY 14 and beyond, based on results of municipal survey and Compendium of Plans review (March).

### **1<sup>st</sup> Quarter Progress:**

- Posted food toolkit online and presented to external partners.
- Revised Model Form-Based Code Toolkit for posting in Q2.
- Reviewed consultant draft of Arts and Culture Toolkit components and identified stakeholders for interview.
- Initiated analysis contract, held first advisory committee meeting and drafted overview material for Climate Change Adaptation Toolkit.

### **2<sup>nd</sup> Quarter Objectives:**

- Post Model Form-Based Toolkit.
- Conduct remaining stakeholder interviews and draft full Arts and Culture Toolkit.
- Complete first two sections of the guidebook and hold second advisory committee meeting for Climate Adaptation Toolkit.

## **Planning Commissioner Workshops**

**Project Manager:** Erin Aleman

**Team:** Ambriz, Dick

**Description:** A series of training workshops for Planning Commissioners will be provided, covering issues such as the importance of updating the comprehensive plan, consistency of local ordinances, legal issues in planning, and placing local land use decisions within a regional context. These will be coordinated with APA-IL, COGs, and other relevant groups. Each workshop will be hosted by a single municipal Planning Commission, with invitations to other nearby communities. The workshops will be targeted to communities recently completing CMAP-led technical assistance projects.

**Products and Key Dates:** Eight Planning Commissioner workshops, held throughout year (approximately two per quarter).

### **1<sup>st</sup> Quarter Progress:**

- Coordinated with APA-IL trainers on scheduling, materials, and CMAP priorities for the workshops.
- Scheduled three plan commissioner trainings.
  - Blue Island – October 10, 2012
  - Forest Park – November 5, 2012
  - Park Forest – December 4, 2012

### **2<sup>nd</sup> Quarter Objectives:**

- Attend the three scheduled plan commissioner trainings to ensure proper content.
- Coordinate materials for each training.
- Continue to schedule trainings for following quarter. Anticipated: Campton Hills, Norridge, Elmwood Park.

## **AREA 2: COMMUNITY TECHNICAL ASSISTANCE**

**Program Manager:** Bob Dean

“Community” technical assistance involves working directly with a community or group of communities on a product that is customized for their use. Projects in this area have a specific audience and are geographically limited. The work plan does not identify the specific projects being pursued, but breaks down the types of work involved in each one.

### **Community Planning Program**

**Project Manager:** Jack Pfingston

**Team:** Banks, Saunders, Simoncelli, Williams-Clark

**Description:** This project will provide grants to local governments to support the preparation of comprehensive plans, sub-area plans and ordinance revisions to implement these plans, with a focus on linking land use and transportation. It will be highly coordinated with RTA, who offers similar grant programs; coordination with IDOT will also be sought.

**Products and Key Dates:** Prequalification of consultants to assist with Community Planning program projects (July). Recommendation of projects to be funded (October). Consultant selection and initiation of each local project (January through March). Call for projects for following year (May).

### **1<sup>st</sup> Quarter Progress:**

- Continued to engage with communities and to track project progress. Completed training for team members on use of tracking tool. Continued project administration and review of draft planning documents.
- Initiated the Plainfield downtown transportation plan. Terminated the Hillside comprehensive plan project due to inability to perform procurement required to fulfill terms of IGA.
- Completed evaluation of 2013 applications including internal review and solicitation of input from working committees, partner agencies, transit providers, and counties.
- Recommended 2013 projects for selection and received recommendation for approval from Transportation committee.

#### **2<sup>nd</sup> Quarter Objectives:**

- Continue to engage with communities and to track project progress. Continue project administration and review of draft planning documents.
- Receive approval of 2013 program from Local Coordinating Committee, Board, and MPO.
- Following Board and MPO approval, determine procurement method for selected projects, and begin procurement of consultants for the selected projects from the prequalified list.

### **Local Technical Assistance: Program Development and Management**

**Project Manager:** Bob Dean

**Team:** Aleman, Dick, Navota, Ostrander, Saunders, Williams-Clark

**Description:** This involves the management of the overall program of local technical assistance projects. This includes assuring project timeliness and quality, assessing staff needs and allocating resources appropriately, and communicating the purpose and goals of the overall program. The preparation of monthly reports on project progress also falls under this project. Future calls for projects and project prioritization are included within this project as well.

**Products and Key Dates:** Review of applications submitted and project prioritization (October). Monthly reports on progress of ongoing and upcoming projects (ongoing). Call for projects for following year (May).

#### **1<sup>st</sup> Quarter Progress:**

- Reviewed approximately 100 applications for new projects and discussed projects with committees and partners. Developed staff recommendations, which will be brought to Board for approval on October 10.
- Continued preparation of monthly reports on project status, including customized reports for partner groups.

- Tracked and analyzed staff time expended, with approximately 6,800 hours of staff time devoted to LTA projects. This number was slightly below past quarters because of staff time expended on the review of new project applications.
- Selected contractors for three consultant-led projects, sponsored by CHA, SSMMA, and Richton Park. Released RFPs and began selection processes for four additional projects, sponsored by DuPage County, Lansing, Lynwood, and Oak Lawn.

## **2<sup>nd</sup> Quarter Objectives:**

- Receive Board approval of staff recommendations for new projects.
- Continue preparation of monthly reports on project status, including customized reports for partner groups.
- Track and analyze staff time expended, with the expectation of approximately 7,500 hours of staff time devoted to LTA projects.
- Select contractors for RFPs released in 1<sup>st</sup> quarter. Release RFPs for approximately four additional projects.

## **Local Technical Assistance: Project Scoping**

**Project Manager:** Bob Dean

**Team:** Aleman, Dick, Navota, Pfingston, Saunders, Williams-Clark

**Description:** Many local technical assistance projects require significant further scoping before the most appropriate CMAP role can be determined. This work plan item includes scoping of all higher priority projects, involving meetings with project sponsors and key local stakeholders, research on relevant past activities in each community, and preparation of a proposed scope of work for CMAP's involvement in each project.

**Products and Key Dates:** Ongoing scoping of projects as they are submitted through new calls for projects (ongoing).

## **1<sup>st</sup> Quarter Progress:**

- Continued to communicate with project sponsors to develop basic scopes of work and schedules. Only two projects have not yet begun scoping, and both of these are the second half of two-stage projects for which the first stage is still underway.
- Identified projects which had not made sufficient progress in scoping and startup. Actively accelerated or removed delayed projects from program to help develop a firm understanding of project commitments in advance of the selection of a new program of projects.
- Prepared detailed scopes of work and administrative documents for remaining projects starting in 2<sup>nd</sup> quarter FY 13.

## 2<sup>nd</sup> Quarter Objectives:

- Communicate with project sponsors to develop basic scopes of work and schedules, and to develop RFPs if appropriate.
- Prepare detailed scopes of work and administrative documents for projects starting in 3<sup>rd</sup> and 4<sup>th</sup> quarters FY 13.

## Local Technical Assistance: Project Management and Support

**Project Manager:** Bob Dean

**Team:** Ahmed, Banks, Beck, Burch, Choudry, Dick, Heringa, Hudson, Ihnchak, Loftus, Navota, O'Neal, Okoth, Ostrander, Pflingston, Robinson, Saunders, Schuh, Shenbaga, Simoncelli, K. Smith, Talbot, Williams-Clark, Woods

**Description:** Each local technical assistance project will be assigned a project manager who is responsible for the timely completion of the project. Project managers are responsible for conducting a large portion of the work required on their projects, as well as identifying needs for additional project support, outreach assistance, and partner coordination (described in the following several work plan items). The staff listed for this project will serve as project managers for some projects and contribute as part of a project team in other cases. CMAP's various software and tools, including Full Circle, the ROI model, MetroQuest, and MetroPulse, will be used as appropriate. Products will vary based on specific projects, but will include comprehensive plans, subarea plans, zoning ordinances, sustainability plans, special projects on particular topics such as housing or water conservation, and others.

**Products and Key Dates:** Completion of approximately twenty local technical assistance projects receiving direct assistance from CMAP and initiation of a similar number of additional projects. Projects will be initiated and completed on an ongoing basis. The number of projects at various stages (initiated; 50% complete; 90% complete; 100% complete) will be tracked and reported quarterly.

## 1<sup>st</sup> Quarter Progress:

- Continued to advance projects already begun, with preparation of 11 existing conditions reports (bringing the total to 40, including 6 consultant-led projects), 2 draft plans (bringing the total to 20), and 5 final plans (bringing the total to 15). The rate of preparation of draft and final reports was below initial expectations, but more existing conditions reports were prepared than expected.
- Initiated 8 additional projects, including Bronzeville national heritage area feasibility study, CHA LeClaire Courts redevelopment, Kane County transit plan implementation, Plainfield downtown transportation plan, regional climate change toolkit, Richton Park comprehensive plan and zoning ordinance, SSMMA interchange land use plan, and Waukegan subarea plan. A total of 55 projects had reached this stage by the end of the 1<sup>st</sup> quarter, including 42 staff assistance projects and 13 grants.
- Began preparation of additional projects to get underway in 2<sup>nd</sup> quarter FY 13.



## 2<sup>nd</sup> Quarter Objectives:

- Continue to advance projects, with preparation of several existing conditions reports, development of 9 additional draft plans, and adoption/completion of 7 final plans.
- Initiate 4 additional staff assistance projects from current LTA program, 5 newly selected projects, and 5 consultant-led projects.
- Begin preparation of newly selected projects to be initiated in 3<sup>rd</sup> quarter FY 13.

Projects...	End FY 11	End FY 12	1Q FY 13
...completed and adopted (100% complete)	0	10	15
...with final draft complete (90%)	0	18	20
...with existing conditions complete (50%)	0	29	40
...fully initiated	14	47	55

## Local Technical Assistance: Outreach and Communications

**Project Manager:** Erin Aleman, Tom Garritano

**Team:** Choudry, Green, Hernandez, Lopez, Reisinger, Simoncelli, K. Smith

**Description:** Inclusive public engagement processes will be part of each local technical assistance project undertaken. This work plan item includes the development and implementation of a public engagement process as part of each project. This project also includes media outreach during and after each LTA project.

**Products and Key Dates:** Initial PProject OUtreach STRategy (PROUST) for each project (ongoing). Final report on public engagement results for each local project (ongoing). Communications strategy for each project (ongoing).

## 1<sup>st</sup> Quarter Progress:

- Developed PROUSTs for upcoming projects.
- Completed draft appendix for 5 projects (Addison, Berwyn, Blue Island, Campton Hills, Evanston).
- Worked with Communications to develop a strategy to engage communities earlier in the planning process to target positive news stories around beginning of projects.

## 2<sup>nd</sup> Quarter Objectives:

- Assess outreach efforts to-date to determine if there are efficiencies to be gained. Two considerations:
  - Improving the existing PROUST to make it more useful for project steering committees.

- Exploring possible benefits holding the kick-off and second project meeting closer together, and possibly adjusting second meeting to focus on key recommendations.
- Continue to develop PROUST and outreach appendix as needed.
- Continue to work with communications staff on project media support.

## **Local Technical Assistance: Data and Mapping Support**

**Project Manager:** Agata Dryla-Gaca

**Team:** Banks, Drennan, Okoth, Panella, Pedersen, interns

**Description:** Provide customized data preparation, analysis and mapping support to LTA project managers. Data and analysis staff will be assigned to projects several months before they are initiated based on availability and needed skills. A set of guidelines for preparing standardized LTA data and mapping products will ensure uniform quality control and streamline preparation of data and map products.

**Products and Key Dates:** Guidelines for preparation of standard LTA data and mapping products (October). Data and map products for each LTA project (ongoing).

### **1<sup>st</sup> Quarter Progress:**

- Produced data and map products for ongoing projects.
- Started ECR mapping manual 01 – expected to be finished at the end of October 2012.
- Started [LTA Map Library](#) for easy access of map documents already approved.
- Started Spatial Data, Research and Mapping administration: [SharePoint Project Site](#).

### **2<sup>nd</sup> Quarter Objectives:**

- Produce data and map products for ongoing projects.
- Assign staff to new LTA projects for GIS and mapping needs.
- Train new LTA mapping intern and other staff who will be assisting with mapping activities.
- Begin regular meetings with other Local Planning staff to improve coordination and communication regarding mapping needs.
- Continue working on ECR mapping manual.

## **Local Technical Assistance: Partner Coordination**

**Project Manager:** Bob Dean

**Team:** Aleman, Okoth, Ostrander

**Description:** The involvement of partner organizations including government, nongovernmental, and philanthropic groups is a central part of CMAP's approach to local technical assistance. This work plan item includes identification of appropriate organizations to participate in local projects and coordination of the project processes to involve these organizations, as well as convening partners through working committees, technical assistance providers group, and other formal and informal committees. This project also includes the incorporation of non-traditional topics within LTA projects, such as health, arts and culture, workforce development, and others.

**Products and Key Dates:** Identification of appropriate partner organizations and roles for each local technical assistance project (ongoing). Periodic meetings of the technical assistance providers group (quarterly).

**1<sup>st</sup> Quarter Progress:**

- Continued to involve partner organizations in appropriate projects. Of 27 underway staff-led projects at the end of 1<sup>st</sup> quarter, 23 had active involvement of at least one partner.
- Provided assignments to market analysis and visualization contractors, and received Board approval to extend their contracts.
- Held one meeting of the Technical Assistance Providers working group to discuss the new LTA applications. Also met with County planning directors and transit agency representatives for the same purpose.

**2<sup>nd</sup> Quarter Objectives:**

- Continue to involve partner organizations in appropriate projects, with target of at least one partner involved in each LTA project. Develop more detailed method of tracking partner level of involvement.
- Provide assignments to market analysis and visualization contractors to support LTA projects.
- Hold one meeting of the Technical Assistance Providers working group.

# POLICY ANALYSIS AND DEVELOPMENT

**Program Oversight:** Matt Maloney

GO TO 2040 addresses broad issues of governance and policy, which are equally as important as physical infrastructure to our region's future. The plan's approach in this area is to support activities that create a favorable policy environment for sustainable prosperity and regional job growth. The primary goal of this core program is to use the agency's vast data resources to generate compelling analyses in subject areas aligning with GO TO 2040. Dissemination of this analysis provides the context for strategic coordination on policy with other organizations, including administrative and/or legislative action. This core program reflects agency priorities, ranging from transportation finance to economic innovation to state and local taxation to broader land use issues including housing and natural resource policies. The main activities include research and analysis, steering GO TO 2040 priorities through the agency's committee structure, legislative analysis, and coordination by CMAP staff with other organizations.

## AREA 1: Regional Mobility

### Performance-Based Evaluation Criteria and Transportation Funding

**Project Manager:** Matt Maloney

**Team:** Beata

**Description:** GO TO 2040 recommends a series of implementation actions for creating more efficient use of scarce transportation dollars. Transportation funding decisions should be based on transparent evaluation criteria, and the State and the region's transportation stakeholders should develop and utilize the necessary performance measures. The plan specifically targets the current state practice of allocating 45 percent of road funding to northeastern Illinois, and recommends that performance-driven criteria rather than an arbitrary formula be used to determine these investments. CMAP also has an important institutional role in ensuring that the region's transportation projects satisfy the direction of GO TO 2040. This project will continue to advance these concepts and explore a series of different options for CMAP's continued role in targeting investment dollars toward the region's transportation priorities.

**Products and Key Dates:** Continued outreach to key stakeholders on performance-based evaluation criteria issue brief (ongoing); Host Volpe peer exchange on performance based evaluation criteria (summer 2012); Internal analysis of TIP and its alignment with GO TO 2040 (summer 2012); Culminating report on funding and transportation programming options, drawing on the above products and other projects within Area 1 (March 2013).

#### 1<sup>st</sup> Quarter Progress:

- Staff convened Volpe peer exchange in July. The final Volpe report is complete and staff also summarized findings from the peer exchange in a policy update.
- Staff also convened a "regional peer exchange" consisting of regional transportation implementers. Staff summarized findings from this peer exchange in a policy update.
- Internal analysis of TIP and alignment to GO TO 2040 was completed. Policy and TIP staff met to discuss the report and collaborate on next steps.

- Staff presented on this issue publicly to the IDOT Secretary and other senior level IDOT staff. Staff continues to strategize internally on administrative and legislative implementation options.

#### **2<sup>nd</sup> Quarter Objectives:**

- Staff will make proposal on performance based funding to joint CMAP Board/MPO Policy Committee. The proposal focuses on IDOT's Highway Improvement Program.
- Staff will continue to work with IDOT on furthering a collaborative solution to this issue.
- Staff will begin work on a compendium report of staff efforts on performance based funding. This will be finalized by the end of the calendar year.

### **Analysis of Regional Revenue Sources for Financing Capital Infrastructure**

**Project Manager:** Matt Maloney

**Team:** Beata, Hollander, Schuh

**Description:** CMAP's Regional Tax Policy Task Force recommended that Northeastern Illinois should follow the lead of other regions around the country that are pursuing and utilizing regional revenue sources for regional needs, namely capital investments for transportation infrastructure projects. The GO TO 2040 plan emphasizes the modernization of existing transportation infrastructure and includes a very short list of fiscally constrained major capital projects. As federal and state gas taxes continue to lose purchasing power, it is important for the region to pursue dedicated sources of locally sourced funding to provide for these regional needs. The purpose of this project is for staff to conduct a detailed analysis of potential non-federal or state revenues to be derived from the imposition of new user fees or other efficient forms of taxation that capture the incremental value created by infrastructure improvements. A menu of options will be prepared, along with the benefits and costs of each approach. Both region-wide and sub-regional/corridor approaches should be analyzed as part of this project. Specific recommendations should be offered, and the CMAP Board may wish to pursue a particular funding avenue, if necessary, via state legislation.

**Products and Key Dates:** Detailed project scoping will begin in late FY 12. Final report (December 2012).

#### **1<sup>st</sup> Quarter Progress:**

- Roughly half of the draft technical report has been completed. Sections completed so far include case studies, initial revenue projections, background, and policy considerations.
- Staff have presented detailed information on national case studies internally and to partners.

#### **2<sup>nd</sup> Quarter Objectives:**

- Complete final technical report and short executive summary.

- Work internally on release and rollout strategy,

## **Congestion Pricing Campaign**

**Project Manager:** Jesse Elam

**Team:** Beata, Stratton, Bozic, outreach staff, existing consultant PAO

**Description:** The implementation of congestion pricing is a major recommendation of GO TO 2040. While a range of planning studies, including work by CMAP, Illinois Tollway and the Metropolitan Planning Council, have analyzed this strategy, the region has not yet seen much momentum behind the implementation of congestion pricing on a project level. Several challenges and informational barriers remain, including how congestion pricing might impact local streets, how the revenues might be used, and how different income classes might change their behavior as a result. This project should be thought of as a broader “campaign” that includes the production of a short marketing piece as well as an outreach effort. The intended audience includes mayors, the Tollway board, the Governor’s staff, and State legislators. The piece will include an explanation of value pricing, a section discussing specific expressways and planning-level estimates of congestion reduction/throughput increase, traffic diversion to local roads or from transit, changes in travel behavior by income class, and estimates of revenue generated.

**Products and Key Dates:** Report/marketing piece (September 2012); Development of an outreach and communications strategy (September 2012); Follow outreach and communications strategy (ongoing).

### **1<sup>st</sup> Quarter Progress:**

- Completed modeling, technical report, and website for the first phase of the congestion pricing analysis (the GO TO 2040 highway projects)
- Presented to Board/MPO Policy Committee and conducted interviews with media

### **2<sup>nd</sup> Quarter Objectives:**

- Begin outreach campaign
- Conduct analysis of air emissions and economic impacts associated with congestion pricing on the GO TO 2040 projects; modify website with results and write policy update
- Begin second phase of analysis, looking at pricing existing roadways

## **Fiscal Constraint Data Collection and Forecasting**

**Project Managers:** Alex Beata & Lindsay Hollander

**Description:** The GO TO 2040 plan includes a fiscal constraint for transportation investments. The objective of this project is to collect and organize the necessary data for updating the fiscal constraint in preparation for a plan update. Staff will review GO TO 2040's assumptions against actual revenue and expenditure figures and also research other innovative approaches used by other MPOs at conducting long range financial planning and ongoing monitoring of progress.

**Products and Key Dates:** Updated assumptions and financial forecasts for internal review (December 2012).

#### **1<sup>st</sup> Quarter Progress:**

- Staff collected historic revenue data for both highway and transit sources, including federal programs, the Illinois Tollway, state MFT, state motor vehicle registrations, state capital programs, local MFT disbursements, local option MFT and impact fees, the RTA Sales Tax and Public Transportation Fund, passenger fares, and other sources.
- Staff examined the recently-announced fuel economy standards to assess their impact on future MFT revenues.
- Staff began updating asset data using the National Bridge Inventory and IDOT's Highway Statistics.

#### **2<sup>nd</sup> Quarter Objectives:**

- Staff will complete collection of expenditure data, including a review of unit costs and asset inventories.
- Staff will work on methodologies for revenue and expenditure projections based on the updated data.
- Staff will organize all data and documents and compile an internal methodology document to assist in future plan updates.

## **Freight Policy Development**

**Project Manager:** Randy Deshazo

**Team:** Ballard-Rosa, Beata, Simoncelli, with additional coordination across departments as necessary.

**Description:** GO TO 2040 strongly supports increased investment in the region's freight system to improve the economic competitiveness of metropolitan Chicago, and the plan emphasizes organization and public policy as a specific area of focus for achieving this goal. Metropolitan Chicago has not traditionally had a champion to look out for the public interest regarding freight. To address the institutional and funding barriers of all freight modes, a self-financed Regional Freight Authority should be explored and designated to establish a balance of interests and a mandate to address these needs and lower operating costs by upgrading regional infrastructure. A process should be outlined to assist in moving this recommendation forward that includes convening freight stakeholders and transportation implementers to discuss the options and best course of action. A strategic plan will be developed to incorporate initiatives in

the development of a national policy platform and a plan for studying the feasibility of a Regional Freight Authority with stakeholder input.

**Products and Key Dates:** Strategic Plan for CMAP's involvement in freight covering a national freight policy (August 2012); Draft Prospectus for Regional Freight Authority Analysis (December 2012); Draft national freight policy legislative principles (January 2013); Issue RFP for consultant assistance with the Regional Freight Authority project (March 2013); Provide draft taskforce membership list to Board (May 2013).

### **1<sup>st</sup> Quarter Progress:**

- Completed a Strategic Plan for staff work on CMAP's Freight Mobility initiatives in August 2012. The plan outlines activities undertaken by Policy Development, Congestion Management, and Regional Information and Data Development and organizes staff time around six objectives. The plan includes staff work on the following issues within Policy Development
  - Create a national vision for freight
  - Regional Freight Authority (RFA)
- For the National Vision, collection, analysis, and distillation of key priorities from transportation agency legislative agendas from around the United States. The following are key activities and dates those activities were completed
  - Collected freight related legislative policy statements from other agencies (August 2012)
  - Identified common themes from collected documents (August 2012)
  - Benchmarked common themes against GO TO 2040 (August 2012)
  - Drafted a list of potential CMAP legislative principles (September 2012)
- For the Regional Freight Authority, conducted an extensive literature review, data collection, and interviews to draft the outline of the Regional Freight Authority Prospectus. The following are key activities and dates those activities were completed
  - Prepared draft prospectus (October 2012)
- For the Request for Proposals, no substantive action was completed on this during this period

### **2<sup>nd</sup> Quarter Objectives:**

- For the National Vision, the following are key activities and dates those activities will be completed
  - Complete internal draft of legislative platform (November 2012)
  - Complete freight contact list (November 2012)
  - Incorporate Freight Working Group Comments (November 2012)
  - Receive input from the Freight Committee in November 2012



- Present draft freight legislative policy platform to the CMAP Board in January 2013
- For the Regional Freight Authority, complete final prospectus (December 2012)
  - For the Regional Freight Authority , prepare white paper for Board requesting authorization to form a taskforce or use the existing Freight Committee to review and provide input to staff on the RFA concept (January 2013)
  - Identify investment scenario packages for RFA analysis and prepare preliminary cost analysis (May 2013)
  - Provide draft taskforce membership list to Board for approval (May 2013)
  - For the Regional Freight Authority , begin work on Committee white papers and filling in identified data gaps and modeling (May 2013)
- For Request for Proposal for data and analysis assistance with the Regional Freight Authority process, issue RFP (March 2013)

## **Major Capital Projects Implementation**

**Project Manager:** Matt Maloney

**Team:** Beata, Bozic, Blankenhorn, Dean, Leary, Elam, Kopec, Schuh, Wies

**Description:** While the primary transportation emphasis of GO TO 2040 is to maintain and modernize, the plan contains a handful of fiscally constrained major capital projects that will maximize regional benefits of mobility and economic development. In the last fiscal year, staff engaged in a strategic planning exercise for prioritizing opportunities for CMAP staff to add value to these regional planning processes. CMAP will deploy some resources, in coordination with state, regional, and local agencies and groups, to generate the data, information, policy analysis, and outreach to advance implementation of GO TO 2040's fiscally constrained priority projects.

**Products and Key Dates:** Monthly internal meetings and project updates (ongoing); Scoping and coordination of next steps for CMAP staff post IL 53/120 advisory council (ongoing); Analysis for I-90 council utilizing the pricing model, the value pricing marketing pieces and expressway-BRT study (begin in summer 2012); update strategic plan (May 2013), other technical assistance and involvement with project planning as stipulated in the strategic plan (ongoing).

### **1<sup>st</sup> Quarter Progress:**

- Staff meets internally to implement strategic plan for staff involvement on projects.
- A separate quarterly report has been prepared on MCPs. Some staff highlights include:
  - Congestion pricing piece- this project, which has been completed, emerged from the strategic planning process and will be reported on separately.
  - Central Lake County Corridor: A corridor land use plan has been approved as an LTA project. Staff is working collaboratively with the Illinois Tollway and Lake County on the project scope and funding.

- Circle Interchange: This project is not fiscally constrained by GO TO 2040 but staff is readying an evaluation of this project in advance of IDOT's request to recommend its inclusion in the Plan.

**2<sup>nd</sup> Quarter Objectives:**

- Continue to meet internally and implement strategic plan.

**AREA 2: Efficient Governance**

**Assessment of Economic Development Incentives**

**Project Manager:** Lindsay Hollander

**Team:** Schuh, Morck, consultant contract, with additional coordination across departments as necessary

**Description:** CMAP's Regional Tax Policy Task Force recommended that CMAP analyze how sales tax rebates affect development and land use decisions, and support policies that enhance transparency in these rebate agreements. This recommendation emerged from the Task Force's lengthy discussion about the local incentives at play in the attraction of large tax generating establishments and the land use and transportation impacts. While the Task Force focused specifically on sales tax rebates, the state and some local governments historically have utilized a range of other abatements and economic development incentives, including TIF and enterprise zones, to spur economic development. The CMAP Board has requested that CMAP conduct a detailed study on how and where these tools have been used and the impact of the tools on local and regional economic development.

**Products and Key Dates:** Issue RFP (May 2012), data collection completed (January 2013), final report (June 2013).

**1<sup>st</sup> Quarter Progress:**

- Preliminary scoping work completed
- RFP for data collection was completed and the CMAP Board approved the selected consultant

**2<sup>nd</sup> Quarter Objectives:**

- Complete scoping work with the consultant after contract is signed to determine next steps for data collection and analysis
- Begin literature review
- Research state and local policies governing locally-based economic development incentives

**Assessment of the Fiscal and Economic Impact of Land Use Decisions**

**Project Manager:** Elizabeth Schuh

**Team:** Hollander, Clark, consultant contract

**Description:** The Tax Policy Task Force report includes data and information about the fiscal impacts of different development decisions. During the GO TO 2040 plan process, CMAP also analyzed the regional economic and jobs impacts of these different development decisions. It is important for the region to have the best information possible about how our fiscal policies drive land use decisions and transportation infrastructure as well as the resulting impacts on the regional economy, jobs, and principles of livability as addressed in GO TO 2040. The CMAP Board has requested that the local and regional impacts of these decisions should be analyzed in more detail. Analysis should be regional in scale and include specific information and cooperation from local municipalities.

**Products and Key Dates:** Issue RFP (June 2012), initial analysis results (June 2013), internal fiscal and economic impact tool (October 2013), final report (December 2013)

### **1<sup>st</sup> Quarter Progress:**

- Scoped the project and the role of a Technical Advisory Group (TAG)
- RFP for assistance with data collection and economic impact analysis
  - Issued RFP
  - Received board approval for the selected consultant
- TAG
  - Consulted with Council of Mayors to choose four municipal finance representatives
  - Contacted other potential representatives on the TAG

### **2<sup>nd</sup> Quarter Objectives:**

- Finish obtaining representatives for the TAG and convene the first meeting
- Select case study communities
- Work with consultant to define economic and market analysis indicators as well as fiscal data collection parameters
- Begin best practices review

## **State and Local Tax Policy: Indicators and Targets**

**Project Manager:** Lindsay Hollander

**Team:** Coordination and assistance from research and analysis staff

**Description:** GO TO 2040 suggests three types of tax policy indicators that should be used to track progress. These are 1) efficiency of the tax system; 2) equity of the tax system; and 3) transparency of the tax system. In FY 13, staff will collect and analyze the necessary data for establishing specific indicators and targets for this policy area. Staff will coordinate with research and analysis staff on the indicator development and including this data on MetroPulse.

**Products and Key Dates:** Tax policy indicators and targets (June 2013)

### **1<sup>st</sup> Quarter Progress:**

- Staff scoped indicators for the efficiency of the tax system; the equity of the tax system; and the transparency of the tax system

### **2<sup>nd</sup> Quarter Objectives:**

- Complete the efficiency and equity indicators for inclusion in the GO TO 2040 implementation report.
- Continue work on transparency indicator.

## **AREA 3: Human Capital**

### **Industry Cluster Drill-Down Reports**

**Project Manager:** Annie Byrne

**Team:** Ballard-Rosa, Weil

**Description:** The GO TO 2040 recommendation on Innovation includes an implementation action to perform a “drill down” analysis into specific industry clusters, including freight/logistics, biotech/biomed and energy, and/or advanced manufacturing. The purpose of these reports is to identify specific opportunities to support economic innovation within a strategic cluster. A thorough, comprehensive evaluation of an industry cluster will highlight opportunities to develop partnerships, strengthen programs, advocate for policy changes, align workforce training programs, and bolster other resources that will help the cluster thrive. The template used for the first cluster drill down on the freight cluster will be used for future drill down reports. CMAP will explore opportunities to partner with relevant organizations in the completion of the drill-down reports.

**Products and Key Dates:** Manufacturing Drill Down- Present scope, cluster composition, and annotated outline to CMAP Economic Development Committees (July 2012); Final Drill-Down Report (December 2012); Biotech/Biomed Drill Down- Present scope, cluster composition, and annotated outline to CMAP Economic Development Committees (February 2013); Final Drill-Down Report (June 2013).

### **1<sup>st</sup> Quarter Progress:**

- Completed and published full length report and summary report
- Developed and executed outreach plan, including posting a policy update
- Discussed implementation steps with the Economic Development Committee and developed direction for their involvement
- Met with stakeholders to discuss implementation of specific actions
- Scoped the manufacturing drill-down
- Began interviews for manufacturing drill-down

- Manufacturing drill-down introduction and first two chapters drafted
- Several graphics developed

## **2<sup>nd</sup> Quarter Objectives:**

- Complete draft of full length manufacturing report and summary document
- Complete interviews

## **Human Capital Collaboratives and Indicator Development**

**Project Manager:** Annie Byrne

**Team:** Ballard-Rosa, Weil, assistance from research and analysis staff (MetroPulse dashboard), outside project partners as described in project description

**Description:** The GO TO 2040 Human Capital chapter prioritizes specific data and information needs in order to improve workforce development and support economic innovation. CMAP is involved in several collaborative efforts to implement these specific implementation actions and will continue to prioritize the development and dissemination of needed data and indicators. The data and indicators are key measurement tools in order to determine if our region is globally competitive and how these tie into our future land use and transportation decisions. In FY2011 CMAP formed a coalition between CMAP, the Chicagoland Chamber of Commerce, the Illinois Science and Technology Coalition, and World Business Chicago to collect and develop innovation measures. In FY2013, CMAP will continue to work with this group to create the Illinois Innovation Index, publish an annual report, and guide the MetroPulse dashboard on innovation. Additionally, this group will help CMAP identify key innovation metrics and targets, which will be tracked overtime to measure our progress. In FY2010, CMAP formed the Workforce Data Partners, in collaboration with the Chicago Jobs Council, Women Employed, and Northern Illinois University. CMAP will continue to facilitate the work of this group, which is focused on improving data dissemination and providing workforce development data users with the information they need to improve decision making. This group will continue to inform the development MetroPulse Jobs, learn how to use new and emerging data tools, develop usage scenarios for the State Longitudinal Data System, and inform the metrics for the state led Workforce Data Quality Initiative and Race to the Top data element. Additionally, this group will help CMAP establish workforce development metrics and targets, which will be tracked over time.

**Products and Key Dates:** Monthly or quarterly Illinois Innovation Index published, covered in policy blog, and data loaded into MetroPulse (ongoing). Illinois Innovation Index Annual Report completed (October 2012). Identification of innovation tracking indicators and targets set (October 2012). Development of MetroPulse Innovation Dashboard (Winter 2012 – in collaboration with MetroPulse staff). Workforce Data Partners quarterly workshops, training, and focus groups (tentative schedule: August 2012, November 2012, February 2013, May 2014). Identification of workforce development tracking indicators and targets (drafted November 2012, finalized in February 2013).

## **1<sup>st</sup> Quarter Progress:**

- Team completed innovation index annual report and executive summary
- Beta version of innovation dashboard nearly complete
- Identified lead innovation tracking indicators

#### **2<sup>nd</sup> Quarter Objectives:**

- Issue first quarterly report of innovation index
- Launch innovation dashboard
- Write policy blog on quarterly report and dashboard
- Hold Workforce Data Partners meeting
- Draft workforce tracking indicators

## **AREA 4: Livable Communities**

### **Regional Housing and Development Analysis**

**Project Manager:** Elizabeth Schuh

**Team:** Morck, D. Clark

**Description:** GO TO 2040's land use and housing section emphasizes the need to coordinate planning for transportation, land use, and housing. This project will focus on enhancing the agency's understanding of ongoing housing and land use change in the region and education on topics related to the interaction of land use and transportation. This project will both utilize and supplement the agency's existing land use data resources (land use inventory and development database). Topic areas are likely to include station area change, housing trends, commercial development trends, residential connectivity, and land use planning on transportation corridors. Final products will provide a resource for communities and stakeholders to better understand local and regional change, supplement the existing resources on Metropulse, and may also provide data tools for CMAP's Local Technical Assistance Program.

**Products and Key Dates:** Analysis of and policy updates on housing and commercial development change in the region (Quarterly); Analysis of EAV and development square footage change for the region's rail transit station areas (December 2012); Issue brief on national strategies for corridor land use planning (February 2012); Ongoing educational blogs/handouts on transportation and land use topics (Ongoing, approximately 4)

#### **1<sup>st</sup> Quarter Progress:**

- Compiled data for and composed first quarterly housing blog
- Compiled data for first quarterly non-residential blog
- Authored a blog on the Census analysis of Metro/micropolitan change,

- Presented the housing policy blog to the housing committee
- Worked with Penny D to evaluate sources for rental housing data
- Worked with David Clark to structure a region-wide parcel for use in the VC analysis, the TOD analysis and tax policy work
- Worked with research & analysis staff on strategies to connect MetroPulse to the housing and nonresidential blogs and update the relevant MetroPulse data

## **2<sup>nd</sup> Quarter Objectives:**

- Write and publish second quarterly housing blog
- Publish first and second quarterly non-residential blogs
- Analyze TOD EAV and development data and write and publish blogs
- Publish a blog on the updated jobs-housing index for the region
- Select a multifamily data provider

## **Green Infrastructure Vision**

**Project Manager:** Jesse Elam

**Description:** Last fiscal year, green infrastructure vision (GIV) data resources were refined to provide more detail to local development and infrastructure planning. This year, this project will focus on policy applications for the GIV, including use for transportation project development, facility planning area review, municipal comprehensive plans, and land conservation. Other data extensions for the GIV will be explored in a separate project under the Regional Information core program.

**Products and Key Dates:** Report on recommended policy applications for the GIV (December 2012).

## **1<sup>st</sup> Quarter Progress:**

- Presented to annual Illinois NEPA/404 meeting for transportation / resource agency personnel in Springfield and sought feedback on incorporating green infrastructure into environmental studies and project development
- Presented to the forest preserve and conservation district executive directors at a quarterly meeting of the Illinois Association of Forest Preserve and Conservation Districts about using green infrastructure data to target land acquisition funds
- Drafted initial list of recommendations and reviewed with ENR committee

## **2<sup>nd</sup> Quarter Objectives:**

- Draft report on policy recommendations for use of the regional green infrastructure data

## **Water Governance and Financing Analysis**

**Project Manager:** Jesse Elam

**Team:** Hollander, Loftus

**Description:** GO TO 2040's section on water and energy resources offers some specific recommendations regarding water pricing, and the plan's section on coordinated investment recommends that service delivery be streamlined where possible to achieve efficiencies. Specifically, this project will conduct research on the costs and benefits of instituting stormwater utility fees as well as consolidating water utilities and their land use and other infrastructure impacts. The research will survey the challenges and opportunities, investigate case studies, and provide other considerations.

**Products and Key Dates:** Stormwater Utility Fee report (December 2012); Report on water utility consolidation (June 2013).

## **1<sup>st</sup> Quarter Progress:**

- Scoped stormwater utility fee project and presented to ENR committee
- Conducted initial scan of the municipalities with stormwater fees of some sort, using the responses from the 2012 CMAP Municipal Operations Survey
- Contacted two municipalities to discuss developing a high-level stormwater fee analysis for them as part of the project; Lake Zurich and Bensenville agreed. A similar discussion should occur with Blue Island, but that municipality has not been contacted yet.
- Purchased high-resolution land cover data for stormwater fee analysis.

## **2<sup>nd</sup> Quarter Objectives:**

- Conduct stormwater fee analysis for three municipalities
- Draft report

## **Energy Policy Development and Planning**

**Project Manager:** Emily Plagman

**Team:** Elam, Olson

**Description:** CMAP will begin researching and strategizing on potential expansion into other energy policy issues in a manner consistent with its regional authority and the GO TO 2040 Strategic Plan goals. While continuing to promote energy efficiency, issue expansion may include areas such as renewable energy and distributed generation, smart grid, and energy use



in transportation and land use planning. In particular, CMAP will expand on these issues by utilizing pre-existing areas of focus – i.e. LTA, transportation, and water-related work - to expand its work in the energy field. It will also seek to create new opportunities to guide and develop regional energy planning initiatives and resources.

**Products and Key Dates:** Strategic Plan for CMAP’s involvement in energy policy and planning. Scope (September 2012) and Plan (January 2013).

**1<sup>st</sup> Quarter Progress:**

- Meetings with groups/utilities/companies working in the broader sector have begun
- Input on energy efficiency planning provided for LTA projects
- Review of prior planning activities related to energy is ongoing

**2<sup>nd</sup> Quarter Objectives:**

- Identify target areas for CMAP to begin engaging in the energy arena
- Increasingly attend policy roundtables/energy discussions
- Develop 2013 activities plan based on target areas

## **AREA 5: CMAP/MPO Committee Support and Legislative Strategy**

### **CMAP and MPO Committee Support**

**Team:** Kopec, Leary (policy committees); Dean, Maloney (coordinating committees); Aleman, Berry, Capriccioso (advisory committees); Byrne, Dixon, Elam, Ostrander, Robinson, Smith, (working committees).

**Description:** CMAP has committees at the policy, coordinating, advisory, and working levels that play integral roles in the agency's planning processes. CMAP provides staff support to these committees. With the adoption of GO TO 2040, committee focus has shifted from the planning process to implementation. While many implementation areas of the plan are led by CMAP, other areas require leadership from other implementers. Moving forward, CMAP’s committees, primarily at the working level, should be used to ensure that CMAP can measure progress toward plan implementation on both staff work and efforts by outside implementers.

**Products:** Agendas, meeting minutes, and supporting materials (policy, coordinating, advisory, working levels); implement mechanism to collect and share information on GO TO 2040 implementation activities occurring throughout the region (working committee level) - quarterly.

**1<sup>st</sup> Quarter Progress:**

- Committee liaisons continued to manage committee agendas and minutes.
- New chair and co-chair of ED committee named (Jerry Weber & Pat Carey)
- New staff liaison to Human and Community Development committee named (Robinson).

## **2<sup>nd</sup> Quarter Objectives:**

- Committees will continue to meet.

## **State Legislative Strategy**

**Project Manager:** Gordon Smith

**Team:** Allen, Capriccioso, Maloney, Weil, other policy staff

**Description:** Under this project, staff will monitor legislative activities at the Illinois General Assembly during regular and veto session and actions taken by the Governor, such as vetoes, executive orders, or other relevant announcements that impact our region. Staff will maintain relationships with key staff in the House, Senate, Governor's Office, other constitutional offices and state departments to keep abreast of these activities. Staff will also maintain relationships with CMAP's partners and stakeholders to keep informed with their legislative concerns and initiatives. Staff will provide an analysis of bills of significant interest to CMAP and the status of these bills as they move through the legislative process. Staff will provide written and verbal reports on these activities regularly to executive staff, CMAP board, policy and working committees, and the CAC. Staff will often submit Policy Updates on relevant topics of interest.

**Products and Key Dates:** State Agenda (October 2012); Monthly Board Report, Final Legislative Report (June 2013), Veto Session Report (TBD), Policy Updates on state legislative issues (ongoing), Factsheets on GO TO 2040 priorities (as needed); Outreach Strategy Outline (as needed); Regional Legislative Briefings (June-July); Congressional Staff Briefings (TBD).

## **1<sup>st</sup> Quarter Progress:**

- Completed Final Legislative Report for the 2012 Spring Session and presented it to Regional CC and Board.
- Cleaned up CMAP's data bases on the ILGA and IL. Legislative reports sites.
- Revived discussions and development of regional and state water funding strategies including discussions with IDNR and MPC. Water Policy Framework was developed to articulate CMAP's position to the various water challenges facing the state and NE Illinois.
- Continued discussion of strategy for performance based programming internally and with partners.
- Began internal discussions on the CMAP legislative review process including, overall process review of the legislative review form.
- Conducted brownbag sessions for Congestion Pricing and Performance Based Programming.
- Began discussions on review of the State Legislative Framework and the State Legislative Agenda.

## **2<sup>nd</sup> Quarter Objectives:**

- Formalize strategy for water funding
- Meet with MPC to develop regional water group goals and objectives
- Meet with State agencies, and interested parties to discuss CMAP's water objectives.
- Develop outline of critical legislative dates
- Develop list of potential election changes and letter and materials for new legislators.
- Set meetings with new legislators, key caucus staff.
- Work with policy team to outline possible information sharing to legislators and key caucus staff.
- Convene CMAP's legislative working groups.

## **Federal Legislative Strategy**

**Project Manager:** Jill Leary

**Team:** Beata, Kopec, Maloney, other relevant staff

**Description:** Under this project, staff will monitor actions in the U.S. Congress and other relevant federal announcements that impact our region. Specific continuing areas of focus include reauthorization of the transportation legislation as well as the Sustainable Communities Initiative.

**Products and Key Dates:** Federal Agenda (January 2013); Policy Updates on federal legislative issues (ongoing).

## **1<sup>st</sup> Quarter Progress:**

- Analyzed and monitored information as it was released on MAP-21 and provided relevant comments and Policy Updates.
- Issued a federal update to congressional delegation and staff about freight issues, including CMAP's comments on the freight provisions of MAP-21 and the formation of the U.S. Freight Policy Council, the drill-down report, and MetroPulse Jobs.
- Issued an RFP for Federal Government Legislative Outreach Services.

## **2<sup>nd</sup> Quarter Objectives:**

- Finalize and select consultant services for Board approval.
- Continue to monitor and analyze relevant federal legislation.
- Initiate the development of the Federal Agenda.

# COMMUNICATIONS

**Program Oversight:** Tom Garritano

## Public Information

**Project Manager:** Justine Reisinger

**Team:** Garritano, Weiskind, Green, plus other relevant staff.

**Description:** CMAP must maintain a high standard of communication with stakeholders, the general public, and news media. Tools include prepared talks, story pitches, press releases, tip sheets, media advisories, and video. Outreach to external media will be coordinated internally and, whenever appropriate, externally with CMAP partners. Continual outreach will be conducted with print and electronic reporters, emphasizing regional, local, and to some extent state coverage. CMAP will routinely reach out to share content with blogs at our partner organizations or other independent sites. It is also important to emphasize minority print and electronic media. Communications staff will place special emphasis on working with Planning Assistance staff to build awareness of GO TO 2040 implementation activities (e.g., the Local Technical Assistance program).

**Products:** Various electronic and print materials, as needed throughout FY 2013. Scheduled multimedia products are a video about the Red Line South Extension and a video about local food systems.

### 1<sup>st</sup> Quarter Progress:

- Posted monthly tip sheets for news media, two press releases (freight cluster drill-down, MetroPulse Jobs).
- Updated/continued to build CMAP's list of media contacts and bloggers.
- Held two Word template trainings for policy and planning staffs.
- Continued emphasis on development of talking points and external presentations, with communications staff vetting all requested speaking engagements of the executive director. Helped executive director to prepare public talks for UIC's Great Cities Institute Real-Time Chicago speaker series, a U of I panel on congestion pricing, a T4America event about the potential formation of a regional transportation authority in southeastern Michigan, a panel celebrating the work of Olmsted in Riverside, a brief talk about the freight cluster drill-down report at an AAR dinner, a presentation to Schlickman's UIC transportation class.
- Continued to assist with media outreach, including for LTA projects. For details of media coverage, see the CMAP [news coverage archive](#). Highlights included coverage of Carpentersville's comp plan adoption and Crain's Chicago Business' infographic using data from MP Jobs, which referenced the drill-down report.
- Rolled out local food microsite to compliment video produced under Design Integration Contract. Made a major push to build awareness of the video and site, which were well-received by partners and local food advocates who helped spread the word via social media and their own websites/newsletters. Outreach targeted local government officials.
- Assisted with rollout of policy and other products, such as MetroPulse Jobs and local food microsite, including evaluation/expansion of Access database for outreach

purposes.

- Assisted planning staff in application for APA 203 best public agency award.
- Led development of Red Line video. Prepared RFP, selected firm, developed storyboard, and currently wrapping up filming. The video will supplement the work of the LTA project on the extension south with DCP and CTA.
- Assisted with quality control and proofreading of CMAP documents such as LTA plans and policy reports.

## **2<sup>nd</sup> Quarter Objectives:**

- Prepare monthly tip sheets.
- Lead roll-out for LTA round two projects.
- Will hold Word template training session for select transportation staff members.
- Continue to assist with examination of how to improve Access database for outreach purposes with policy staff.
- Oversee editing, roll out of Red Line video (supplements LTA project work with DCP/CTA).
- Will continue to develop/refine media contacts database for eventual migration to Access.
- Continue to assist with quality control and proofreading of CMAP documents such as LTA plans and policy reports.

## **GO TO 2040 Communications**

**Project Manager:** Tom Garritano

**Team:** Reisinger, Weiskind, Green, plus other relevant staff.

**Description:** CMAP's primary communications goal is to promote the broad implementation of GO TO 2040 regionally and locally. Our primary audiences are the local, regional, state, and federal implementers of GO TO 2040. When reaching out to a broader audience, it is generally for the purpose of raising awareness about the plan's implementation through local and regional examples of effective planning and policies that show the importance of CMAP's leadership. This includes reaching out to targeted audiences via external media, web, printed materials, infographics, and public talks. Primary topics will include the GO TO 2040 plan as a whole, implementation efforts such as the Local Technical Assistance program, and information-sharing efforts such as MetroPulse. Communications staff will work with Local Planning Assistance and other CMAP staff to produce needed print materials, including reports, promotional documents, posters, and more, including the second annual GO TO 2040 implementation report.

**Products:** Various electronic and print materials, as needed throughout FY 2013.

## **1<sup>st</sup> Quarter Progress:**

- Worked closely with policy staff to establish mechanisms for coordinated preparation and launch of various materials.

- Began coordination of launch efforts for MetroPulse Jobs (September 2012), Congestion Pricing (October 2012), "Housing Policy Updates" blog series (September 2012), and Manufacturing Drill-Down (January 2013).
- Continued coordination with and support for LTA projects at all phases of start-up and completion.
- Helped new MetroPulse outreach staff member Liz Panella begin to increase awareness of CMAP data products.
- Continued efforts to strengthen communications via multiple channels, including mainstream media, blogs, web, and social media.

## **2<sup>nd</sup> Quarter Objectives:**

- Coordinate launch efforts for congestion pricing (October 2012), regional revenue sources (December 2012), Manufacturing Drill-Down (January 2013).
- Assist with launches and on-going support of new and existing LTA projects.
- Prepare display materials for 2013 APA national conference.
- Continue to help Liz Panella with mechanisms for spreading the word about MetroPulse and MetroPulse Jobs, possibly through a Pulse of the Region e-newsletter and/or Weekly Updates item.
- Develop op-ed write-ups to sustain support and interest for congestion pricing and other high-priority projects.

## **GO TO 2040 Outreach**

**Project Manager:** Erin Aleman

**Team:** Blankenhorn, Lopez, Banks, other staff as needed

**Description:** Complementary to the GO TO 2040 Communications project, the primary objective of the GO TO 2040 Outreach project is to continue to engage key stakeholders and implementing agencies about GO TO 2040's policy recommendations; to ensure that these organizations are knowledgeable about the plan's recommendations; and to raise awareness and garner support for the implementation of GO TO 2040. Because CMAP has limited implementation authority, it is critical that local, state, and other decision-makers be supportive of the direction and specific recommendations of the GO TO 2040 plan. Building on a successful outreach approach that resulted in the plan's adoption, this task will continue extensive outreach to key stakeholders and a plan to sustain and increase our GO TO 2040 partners. In 2013 the national American Planning Association (APA) conference will be held in Chicago. CMAP and LTA staff will assist on host committees, panels, and local workshops, to ensure our work is highlighted during the conference.

**Products and Key Dates:** GO TO 2040 presentations to all of the Local Technical Assistance communities and 10 additional implementers by end of FY 2013; CMAP participation in at least two high-profile conferences, panels, or events by the end of FY 2013; Continued partner outreach presentations at smaller events as appropriate; participation on the host committees

and in events for the national APA conference in Chicago (April 2013); annual LTA Ideas Exchange event (May 2013).

### **1<sup>st</sup> Quarter Progress:**

Continued to engage regional stakeholders on GO TO 2040 by identifying new opportunities and gaps in current outreach efforts. Work with Outreach and Communications staff to coordinate additional speaking engagements.

- Presented to Girl Scouts of greater Chicago and northwest Indiana at their annual staff retreat and their annual volunteer retreat, HDR Young Professionals group, NARC Midwest conference presentation.
- Coordinated APA Chicago Metro Section event on grassroots planning
- Participated on APA local sessions subcommittee selecting local conference proposals for the national APA in Chicago in April (CMAP will participate in a number of sessions)
- Contacted a number of freight and logistics industry people to see if there were opportunities for presentations.

### **2<sup>nd</sup> Quarter Objectives:**

Continue to reach out to organizations relevant to various GO TO 2040 implementation action items.

- Continue GO TO 2040 coordination with Girl Scouts
- Begin presentations to LTA recipients
- Start planning for LTA Ideas Exchange
- Continue planning and coordination for APA national sessions
- Present to Illinois Road and Transportation Builders Association

## **Moving Forward, 2011-12: Implementation Report**

**Project Manager:** Garritano

**Team:** Reisinger, Weiskind, Green, plus other relevant staff.

**Description:** The Year 1 implementation report for GO TO 2040 was an effective way to recognize accomplishments by CMAP and many partner organizations. This included a full-length report, a summary poster-brochure, and simple but appealing web page (<http://www.cmap.illinois.gov/moving-forward/2010-11>). The Year 2 report's content will expand on the first report. Precise format is subject to internal discussion but should be graphically consistent with the 2010-11 materials. Approximately 3,000 units of the summary should be printed commercially, and the report can be printed internally in smaller quantities as needed.

**Products and Key Dates:** Full report for distribution at January board meeting, with the summary printed and website launched by the February board meeting.

### **1<sup>st</sup> Quarter Progress:**

- Discussed strategy with Bob Dean, for collection of materials to begin in October 2012.

### **2<sup>nd</sup> Quarter Objectives:**

- Collect materials starting in October.
- Complete report in December 2012 for January 2013 board meeting.
- Begin website and summary print materials development

## **Graphic Design**

**Project Manager:** Adam Weiskind

**Team:** Garritano, Nguyen, Reisinger, Green, plus other relevant staff.

**Description:** CMAP staff have an on-going need for graphic design help in preparing their materials for publication on the web and in print to support on-going agency plans, programs, and other activities. Whenever feasible, design of print materials (reports, mailers, pamphlets, brochures), website elements and page layouts, logo and identity development, display items, and maps and informational graphics should be incorporated to make CMAP priorities easily comprehensible to broader audiences, including the general public and mainstream media. When targeted more specifically to expert audiences, the goal remains to communicate concisely and clearly, with that responsibility shared by non-communications and communications staff. Communications staff will place special emphasis on working with other staff to build awareness of GO TO 2040 implementation activities (e.g., the Local Technical Assistance program).

**Products and Key Dates:** Various electronic and print materials, as needed throughout FY 2013.

### **1<sup>st</sup> Quarter Progress:**

- Finalization of various LTA community plans/reports (Campton Hills, Fairmont, Berwyn, Carpentersville, Evanston)
- Development of informational graphics for BRT, as well as design and development of report.
- Completed infographics for congestion pricing materials and microsite; local food materials and microsite; freight drill-down reports.
- Developed policy-based information graphics for distribution by web, video, and print.
- Supported LTA project staff and community partners in developing new content for print and web distribution.
- Designed program materials for FLIP, MetroPulse, MetroPulse Jobs, Water 2050, Lawn to Lake, TIP, CMAQ, Soles and Spokes, and more.
- Managed graphic design intern.
- Supervised design and layout of CMAP Annual Report.
- Designed CMAP publication covers for Public Participation Plan, Sole and Spokes, etc.

### **2<sup>nd</sup> Quarter Objectives:**



- Layout and design of LTA Plans (Oak Park, Norridge, Addison, Elmwood Park, Lake County), including additional Lake County materials (technical report, executive summary).
- Design and layout of Manufacturing Drill-Down report and infographics
- Design and layout of Northwest Homes report and infographics
- Design and layout of Red Line report, infographics and additional materials, including video if needed.
- MetroPulse Innovation microsite design, design of informational brochure, development of icons.
- Prep for design of CMAP 2013 Implementation report.
- Prep for design for 2013 APA conference materials (extensive displays, project led by Trevor).
- Web graphic support for CMAP website and microsities.
- Continued management of graphic design intern.

## **Web Content and Administration**

**Project Managers:** Hillary Green and John Nguyen

**Team:** Garritano, Tiedemann, Reisinger, Weiskind, plus other relevant staff.

**Description:** Implementation of the GO TO 2040 regional plan and other core CMAP functions require a strategic approach to developing content that informs and prompts specific action by regional decision makers and the stakeholders who influence them. This project is to develop, organize, and present that content for the CMAP website. In addition to content development, it includes oversight of the web consultants responsible for programming, maintaining, and securely hosting the website. The site -- including the Moving Forward space and Policy Updates blog, which focus on implementation of GO TO 2040 -- facilitates strategic communications by all CMAP project staff. Individual non-communications staff should be responsible for “owning” specific areas of the website, corresponding to his or her project duties and areas of expertise. For each major topic area, that person will be assisted by communications staff to continually develop and maintain content that brings people to the CMAP website and promotes implementation of GO TO 2040. Communications staff will work with other CMAP staff to produce web content necessary to promote implementation of GO TO 2040, e.g., with Planning Assistance staff responsible for subsections of Moving Forward. Promotion via social media (Facebook, Twitter) will drive visitors to highlighted content, including occasional “live Tweeting” from important events and meetings.

**Products and Key Dates:** Various web materials, as needed throughout FY 2013.

### **1<sup>st</sup> Quarter Progress (Content):**

- Coordinated efforts of new web developer with external consultants (Thirdwave, Workstate).
- Continued to expand social media presence, including a live Twitter chat on MetroPulse Jobs.
- Added “Print” functionality to Policy Updates posts and updated global print style sheet.
- Coordinated web activities with media outreach for culminating LTA projects.

- Further enhanced the CMAP web news archive.
- Helped policy, planning, and programming staff to develop content, including blogs for bike-ped, transportation ("Green Signals"), Policy Updates, and Weekly Updates.
- Continued to create monthly Google Analytics reports, using data to guide web development and enhancements.

## 2<sup>nd</sup> Quarter Objectives (Content):

- Begin second phase of Liferay version 6.1 upgrade of web content management system and implement document repository.
- Coordinate web activities with media outreach for culminating LTA projects. Further enhance the CMAP web news archive.
- Continue to review sitemap and enhance site's overall usability, particularly Policy Updates.
- Continue to expand social media presence, hosting monthly chats with CMAP staff and partners.
- Help policy, planning, and programming staff to develop content, including blogs for bike-ped, transportation ("Green Signals"), Policy Updates, Water 2050 and Weekly Updates.
- Continue to create monthly Google Analytics reports, using data to guide web development and enhancements.

## 1<sup>st</sup> Quarter Progress (Administration)

- **Local Foods microsite.** Reusing the microsite theme developed originally for Congestion Pricing by our consultants, Thirst and Workstate, by extending some of its functionalities and customizing several features particular to Local Foods including but not limited to typographic adjustments, color schemes, graphics and layout alignments, and video integration. Work was completed without consulting support.
- **Congestion Pricing microsite.** Made advanced modifications to the microsite template for future adaptability that was originally created by Thirst and Workstate in preparation for October 2012 campaign launch.
- **Liferay Training.** Participated in a four-day in-depth training session with Liferay Corporation in Chicago. Worked closely with Thirdwave LLC and CMAP IT staff to create local Liferay development environment. Established procedures for making code changes and committing them to Thirdwave's version control system.
- **CMAP Weekly Update template.** Redesigned the CMAP Weekly Update template and worked closely with Constant Contact's templating developer.
- **Google Analytics and Usability Testing.** Analyze Google Analytics data to better understand what areas of the CMAP's main site needed attention. Made suggestions for improvements to those who are responsible for specific contents on the site; but will also be strategically implement an overall improvement. Made suggestions and a couple of usability enhancements through analyzing Google Analytics data as well as gradually improving the site's SEO performance.

## **2<sup>nd</sup> Quarter Objectives (Administration)**

- Oversee migration of CMAP site to Liferay 6.1, with consulting assistance from Thirdwave.
- Deploy new Weekly Update template for Constant Contact.
- Continue to improve the user experience for CMAP's website, including enhancements to design and navigation, working independently and in collaboration with Thirdwave and Thirst.
- Enhance usefulness of Google Analytics for understanding and improving CMAP's web presence.
- Explore options for improving search engine optimization (SEO) of CMAP web content.
- Assist Stephen's Form base project to provide a web presence.

## **Design Integration Services**

**Project Manager:** Tom Garritano

**Team:** Nguyen, Reisinger, Weiskind, Green, plus other relevant staff.

**Description:** With this project, CMAP is applying design principles to create and enhance content ranging from data visualization, web materials, video, and printed materials. Working with a contracted design firm, we will bring a design perspective to developing and strategically integrating such content, making it more usable and impactful. Particular priorities are to increase the visibility of MetroPulse content within the CMAP web site, and to create interactive infographics (charts, maps, etc.) in topic-specific "micro-sites" that support GO TO 2040 implementation activities.

**Products and Key Dates:** Data visualizations based on MetroPulse API in support of policy- and project-based priorities (e.g., congestion pricing, local food systems), including related print or multimedia materials, as needed throughout FY 2013.

### **1<sup>st</sup> Quarter Progress:**

- Held kick-off meeting.
- Developed first PAO in a two-phase project to develop template enhancements and other improvements to the CMAP site.

### **2<sup>nd</sup> Quarter Objectives:**

- Carry out work in Phase I of that project.
- Write PAO and begin work on Phase II for completion early 2013.

## **Future Leaders in Planning (FLIP)**

**Project Manager:** Ricardo Lopez

**Team:** Aleman, Bayley, Choudry, Green

**Description:** This is a leadership development program for high school students. Selected participants will collaborate with and learn from elected officials and planners who are implementing the GO TO 2040 comprehensive regional plan. The program runs from October 2012 to May 2013 and provides ongoing leadership development, teaching them about past, present, and future regional planning issues from elected officials, community leaders and CMAP staff. Through multimedia tools, interactive activities and field trips, students go “behind the scenes” to explore our region’s communities. Topics include: transportation, housing, human services, land use, economic development and the environment. In addition to learning how local governments interact to address these important regional needs, students will have opportunities to engage with other students to think about the ways planning could be improved and/or changed. Students will present their resolutions at the end of the sessions to the CMAP Board.

**Products and Key Dates:** recruitment strategy with application (March 2012); program curriculum (August 2012); student selection & notification (September 2012); site selection for Final Project (March 2013); monthly meetings and activities (September 2012 – April 2013); Final Project (May 2013).

### 1<sup>st</sup> Quarter Progress

- Recruitment. The 2012-2013 FLIP application offered two deadlines, a June 1 for early consideration, and a September 24 for final deadline. FLIP Staff strategically proposed this to encourage students to apply before their summer break. A total of 16 students submitted application for early consideration, putting us ahead of recruitment. Outreach was done to CMAP’s Board and working committees to get them to help with recruitment in their communities. In addition, FLIP Staff use the social networks to promote FLIP via Facebook and Twitter. Two e-blasts were done and announcements were made through CMAP’s weekly newsletter.
- Student selection. A total of 31 students were selected for the FLIP 2012-13 Program. Student breakdown includes: 17 students, Cook (13 Students, Chicago); 3 students, DuPage; 6 students, Lake; 4 students, Will; 1 student, Kane. No students from Kendall or McHenry. [FLIP student map](#).
- Outreach. Staff created a clean and up to date list of high school contacts, which includes all past FLIP student’s schools. [FLIP schools](#) have been catalogued by year to help define a core list of contacts. This core group represents active FLIP schools.
- FLIP Interns. FLIP Staff interviewed and selected two Interns to help perform basic tasks to assist the FLIP program in planning and facilitation during FY13. Every year UIC offers to provide two interns to CMAP for five hours each per week beginning Thursday, October 11, 2012 until Friday, May 3, 2013.
- CMAP Board. The board will received a Thank you [memo](#) detailing geographic location of 2012-13 FLIP students, and a copy of the [2011-12 FLIP Yearbook](#) at the October 10, 2012 Board meeting.

- 2012-2013 Curriculum. FLIP staff has created a framework around the theme of green infrastructure for this year's FLIP curriculum. Sessions have been outlined with field trip and potential expert interviews. FLIP staff has met with potential partners including UIC's CUPPA; The Field Museum, Chicago Community Climate Action Toolkit; and the Village of Park Forest.

## **2<sup>nd</sup> Quarter Objectives**

- Meet with parents to present CMAP, GO TO 2040, and set clear expectations for this year's program. Parent Orientation scheduled for Saturday, October 13, from 10:00 a.m. to 12:00 p.m. at the CMAP offices.
- Continue planning all day retreat to set the state for a collaborative learning environment among FLIP students and staff. Retreat Scheduled for Saturday, October 27, 2012.
- Plan site visit to Park Forest. Session 1 scheduled for Saturday, November 17, 2012.
- Plan field trip to a reusable building/group to introduce students to recycling methods and their benefits to both the community and the built environment. Session 2 scheduled for Saturday, December 15, 2012.

# REGIONAL INFORMATION AND DATA DEVELOPMENT

**Program Oversight:** Kermit Wies

This program is based on CMAP's Strategic Plan for Advanced Model Development and the agency's longstanding commitment to providing regional forecasts and planning evaluations for transportation, land use and environmental planning. The program tasks include new advanced model products in transit modernization, network microsimulation and freight. Continued data programs include survey research, travel and emissions modeling, regional analysis inventories and data library management. The program provides data and technical support to several ongoing regional planning and policy initiatives including implementation of GO TO 2040. The program benefits CMAP staff and partners who rely on current and reliable data resources to conduct planning analyses.

## Advanced Urban Model Development

**Project Manager:** Matt Stratton

**Team:** Wies, Heither, Bozic, N. Ferguson, Peterson, Clark

**Description:** Provide support to consulting team developing Transit Modernization Model. Provide support to internal team evaluating regional transportation pricing policy development. Develop scope of work for regional network microsimulation model and macroscale freight model.

**Products and Key Dates:** Working demonstration of Transit Modernization Model (June 2013). Scenario evaluation of regional pricing strategies using Highway Pricing Model (ongoing). Request for Proposals for regional network microsimulation and macroscopic freight model (January 2013).

### 1<sup>st</sup> Quarter Progress:

Advanced Modeling Symposium was held on August 31, 2012. Topics included regional network microsimulation and macroscopic freight modeling. Symposium presentations and discussion are being used to develop two RFPs on these topics. Staff prepared and delivered detailed transit network data to consultants for Transit Modernization Model. Staff completed modeling for scenario 1 of Congestion Pricing Study.

### 2<sup>nd</sup> Quarter Objectives:

Release RFPs on network microsimulation and macroscopic freight modeling. Supply data for TREDIS to policy development staff for Congestion Pricing Policy Update. Will also make technical improvements to Highway Pricing Model in preparation for Scenario 2 of Congestion Pricing Study. Supply additional data to Transit Modernization Model consultants as needed.

## Survey Research

**Project Manager:** Kermit Wies

**Description:** In order to gather primary-level information, CMAP has conducted several large-scale surveys using both internal and contracted resources. Sufficient experience has been gained to lay out a plan for systematically managing and conducting CMAP's survey research activities. This plan will identify the unique challenges to designing, managing and conducting surveys in support of CMAP's planning and modeling activities. Lessons learned from past survey efforts including Travel Tracker, Water Supply and Municipal Operations and MetroQuest will be used to propose a responsible and sustainable program for conducting surveys on behalf of CMAP's planning and research programs.

**Products and Key Dates:** Strategic Plan for Survey Research activities at CMAP. (January 2013).

#### **1<sup>st</sup> Quarter Progress:**

Latino Survey was completed. Incentives were paid to participating CBOs. Final dataset was transmitted and is being analyzed by R&A staff. Paper diaries were received and filed. Presentation is being prepared for upcoming TTI Travel Survey Symposium.

#### **2<sup>nd</sup> Quarter Objectives:**

Begin working on multi-year strategic plan for survey work at CMAP.

## **Travel and Emissions Modeling**

**Project Manager:** Craig Heither

**Team:** Bozic, Stratton, Peterson, N. Ferguson, DrylaGaca, Patronsky.

**Description:** Maintenance and enhancement of existing MPO travel demand models. Major tasks are to incorporate the products of FY12 consultant support into production models and to investigate methods for improving truck and external traffic modeling based on recent advanced model and project study products. Final implementation of MOVES for use in air quality conformity demonstration is expected to occur in March 2013. Ongoing maintenance of regional travel demand models is a regular function of the MPO. The project benefits MPO partners seeking to implement major capital projects and the Transportation Improvement Program (TIP).

**Products and Key Dates:** Validated regional travel model and documentation; (ongoing). Air Quality Conformity analyses; (scheduled twice annually). Support implementation of Major Capital Projects and other GO TO 2040 initiatives (ongoing).

#### **1<sup>st</sup> Quarter Progress:**

- Completed scenario modeling for biannual Air Quality Conformity Analysis (Fall 2012) and produced input files for vehicle emissions calculations. The analysis included updated base year socio-economic files with the newest Census data releases, a new highway assignment methodology and the implementation of transit coding built from GTFS data files. Finalized procedures to convert travel model output into suitable input data for MOVES.

- Received all final deliverables (modeling code and procedures) from FY12 consultant contract for regional travel demand model maintenance and update, and closed-out contract.
- Continued testing a tour-based and supply chain freight model prototype as a method for improving the representation of freight flows within the regional travel demand model. Revised source code for construction of truck tours, and developed methodology to distribute mesozone-level trips to regional modeling zones and generate truck trip tables suitable for regional model.
- Incorporated final spatial and geometric improvements into the highway network database by concluding updates to expressway links and adding fully-expanded interchanges. Developed additional scripts to automate QA/QC review of the new links and identify issues to be corrected.
- Began revising and expanding regional travel demand model documentation.

## **2<sup>nd</sup> Quarter Objectives:**

- Prepare coding updates for biannual Air Quality Conformity Analysis (Spring 2013).
- Finalize procedures for running MOVES model and utilizing local data in place of national default model parameters. CMAP will be required to model vehicle emissions using MOVES for the March 2013 Conformity Analysis.
- Begin testing new model procedures from consultant and integrating them into the regional travel demand model stream.
- Continue testing the application of the tour-based and supply chain freight model trip tables within the regional travel demand model. Perform some truck trip validation of the freight model output and test the replacement of standard truck trip tables in the regional travel demand model with trip output from this model. Begin sensitivity testing of tour-based and supply chain freight model using different shipping cost or transportation network capacity scenarios.
- Complete final link QA/QC of model highway network spatial and geometric updates. Update highway project coding to work on revised network. Complete spatial and geometric improvements to model rail network. Begin conversion of model highway network database from a coverage to a geodatabase.
- Complete update of CMAP travel demand model documentation discussing recent procedural improvements and post on agency website.

## **Regional Inventories**

**Project Manager:** David Clark

**Team:** Morck, Drennan, Pedersen, Peterson, Ferguson

**Description:** Development and maintenance of specialized datasets used in regional planning and policy analyses originate with CMAP and are specially designed to support such evaluations. Ongoing maintenance of regional data resources is a regular function of regional planning agencies. CMAP staff analysts and consultants charged with evaluating regional planning proposals benefit from this work. These data resources are also regularly supplied to



academic researchers for case studies and methodological research. Acquisition of raw data resources remains a priority including county assessor, employment security and Census data as well as aerial photography.

**Products and Key Dates:** 2010 inventory database completed at the parcel level (June 2013). Baseline revisions to GO TO 2040 Forecasts (June 2013). Preparation of socioeconomic data required for Conformity Analysis (twice annually). Updates to base employment data (quarterly). Updates to transportation system databases used for modeling (ongoing). Updates to Census datasets used in modeling and planning analysis (as released).

### **1<sup>st</sup> Quarter Progress:**

#### Socio-Economic Data:

- Socio-economic file generated for C12Q3 Conformity, with updated employment estimates.
- Updated subzone forecast file generated which includes both base and original 2010 estimate. File uploaded to Population Forecast section of CMAP website with updated text and spreadsheet.
- Census: Municipal and township-level 2011-vintage population estimates (released late June) to be added to the Depot.
- Employment: School district breakout exercise nearly complete, which is the last hurdle in completing the final version of the 2010 estimates file.

#### Land Use:

- Development Database:
  - Post-2000 development updates: Rogers Park, Edgewater, Uptown & Lakeview completed.
  - Updated geodatabase & shapefile versions for Data Depot delivered 28 September.
- Land Use Inventory:
  - Agreements finalized with NIU and Cook County to fund four Research Assistants to work at CMAP on the Inventory through June 2013.
  - First two Land Use RAs started in early July and, after two weeks of training, are now working on the Cook County portion of the project. The other two started in late September and are currently receiving training.
  - DuPage, Kane, Lake, McHenry County in production (CMAP staff).

#### Aerial Photography:

- Medium-resolution imagery for 2012 obtained from the USDA.
- High-resolution collection now complete with processing of the NE Illinois Consortium's 2009 set.

### **2<sup>nd</sup> Quarter Objectives:**

#### Socio-Economic Data:

- Generate socio-economic file for C13Q1 Conformity, with final 2010 employment

estimates.

- Census:
  - ACS 5-year release (2007 – 2011) to be released in December.
  - Coordinate with Data Library Management team to establish calendar and ETL protocols for future Census ACS releases.
- Employment:
  - Complete school district breakout exercise; post final 2010 Employment by all relevant geographies.
  - Generate initial (v1) 2011 Employment estimate file.
  - Draft work plan for generating a comparable employment file for 2000.

#### Land Use:

- Development Database:
  - Continue updates, with new version posted to the Data Depot in late December.
  - Begin design phase for a data entry interface to simplify updates.
- Land Use Inventory:
  - Testing of ArcGIS 10.1 upgrade against all scripts, models and map documents associated with the Land Use Project.
  - Ongoing production: Cook, McHenry, Will (NIU RAs), DuPage, Kane, Lake, McHenry (CMAP Staff).

#### Aerial Photography:

- Update scanning parameters and instructions for historic mylar scans
- Begin to draft GIS map for Map Gallery which will eventually serve as the public interface for ordering imagery.

### **External Data Requests**

**Project Manager:** Jon Hallas

**Team:** Bozic, Clark, Zhang, Rodriguez, other staff as needed.

**Description:** Provide data support and conduct ad-hoc analyses and evaluations to CMAP partners and the public. Major tasks are to respond to external requests regarding land use and socioeconomic data, prepare traffic projections for project implementers, evaluate potential Developments of Regional Importance (DRI) and prepare responses for data-oriented Freedom of Information Act (FOIA) requests. CMAP is the authoritative source of regional planning data. In certain cases, additional staff expertise will be made available to conduct or assist with interpretation of data resources when deemed consistent with the objectives of GO TO 2040. CMAP staff, partners and the general public benefit from timely and consistent response to requests for urban planning information. In most cases, work is limited to processing information that is already available in the course of other CMAP programs such as travel demand modeling or socioeconomic forecasting. In limited cases, more sophisticated analyses are required to support GO TO 2040 Implementation or evaluate Developments of Regional Importance (DRI). This project may also serve to actively prepare newsworthy data items that promote CMAP's function in this area.

**Products and Key Dates:** Accessible documentation of external data requests, record of responses and inventory of personnel and level-of-effort required to complete (ongoing).

#### **1<sup>st</sup> Quarter Progress:**

- Responses were provided to one hundred sixteen requests. Summary form template for responses was improved by adding the mode in which the request was received, for example through the CMAP website or by phone. These data will help determine public preferences for making requests. The Resource and Effort calculation was revised to be more sensitive to whether responses were already available or were new, and to the number of staff interactions and rank of staff involved. One FOIA request was processed.
- Progress has been made producing instructional videos about using American FactFinder to get census data.

#### **2<sup>nd</sup> Quarter Objectives:**

- Recommend voice recognition software for processing external request and response summaries. Make the transition to using the software exclusively for writing summaries.
- Complete two instructional videos in response to frequently asked external requests and to promote CMAP on video sharing websites.

### **Data Library Management**

**Project Manager:** Xiaohong Zhang

**Team:** DuBernat, Clark, Blake, Interns

**Description:** Acquire and catalog new data and archive obsolete datasets. Manage procurement and licensing of proprietary datasets. Establish protocols for metadata and attribution. Enforce proprietary dissemination and license agreements. Import and process newly-released Census and other data products. Maintain data integration between CMAP web domain and internal data libraries.

**Products and Key Dates:** Data library architecture and content, procurement documentation, metadata, user documentation, management documentation (ongoing).

#### **1<sup>st</sup> Quarter Progress:**

- Finalized work plan and set up coordination meetings
- Streamlined data acquisition, data processing and data distribution process
- Continued adding data to Metropulse and alerting our staff for the changes
- Started to work on the CMAP dataset inventory list
- Along with interns, working on cleaning up the captions for Metropulse Regional website
- Continue providing data supports to various groups

## **Commercial Datasets**

The annual review of Memorandums of Understanding and contract terms, for compliance was completed. All scheduled necessary commercial \ Proprietary dataset purchase renewals were processed. New agreements were signed with Commonwealth Edison for electrical consumption data by municipality and the Health Departments for the counties of Lake, DuPage, Grundy, Kendall, McHenry and McHenry for Grocery Store inspection data. New satellite imagery was obtained for the Storm Sewer Usage Tax Pilot Project. New data was obtained from the Illinois Secretary of State's Office for the State and Local Tax Policy project additional data was obtained for the Regional Housing and Development Analysis Project.

Special data sharing agreements were secured for the following Local Technical Assistance Projects: the Liberty Prairie Project, the TOC Development project for the Bellwood, Berwyn, Forest Park, Maywood and Oak Park, Antioch Greenway Project and the Morton Grove Industrial Subarea Plan.

## **Public Datasets**

- New MOA signed with DuPage County for continuing access to their data-sharing FTP site.
- County collections obtained from DuPage and Kendall Counties. Kendall data posted on Data Depot.

## **2<sup>nd</sup> Quarter Objectives:**

- Complete CMAP dataset inventory list
- Create a data usage survey which would include the usage of aerials, data depot datasets as well as commercial datasets
- Create standards for the data manipulation process
- Create standards for data documentation process
- Along with IT department, set up data storage architecture and backup plan for raw data we received
- Continue providing data services for various CMAP groups
- Continue adding data to Metropulse and integrating the data library with Metropulse data system

## **Commercial Datasets**

- All scheduled necessary commercial \ Proprietary dataset purchase renewals will be processed. Additional data is currently being reviewed for the Regional Housing and Development Analysis Project, the Green Infrastructure Vision Project, the Water Governance and Financing Analysis Project, The Energy Policy Development and Planning Project and the GO TO 2040 Indicators Project.
- Any special data sharing agreements needed by LTA staff will be obtained, if possible.
- Work on the creation of a Data Resource site on SharePoint.

## **Public Datasets**

- Begin work on a public agency Data Acquisition Schedule to streamline receipt of data requested on an annual basis.
- Develop ETL-style protocols for public agency spatial data deliveries, using DuPage data as the test case.
- Present first in a series of Data Library Seminars on the topic of the CMAP aerial imagery collection.

## **GO TO 2040 Indicator Tracking**

**Project Manager:** Craig Heither

**Team:** Chau, Bozic, Clark, Stratton, N. Ferguson, Peterson

**Description:** Content monitoring and quality control of indicators appearing in GO TO 2040. Major tasks include resolving and expanding GO TO 2040 Indicators with kindred indicators appearing on MetroPulse. Update supporting indicator datasets and preparing new GO TO 2040 data points where possible. Prepare Indicator Biennial Report in support of GO TO 2040 2011-2012 Implementation Highlights.

**Products and Key Dates:** Maintenance of GO TO 2040 Indicators Tracking Report (ongoing). Preparation of new GO TO 2040 data points (June, 2013). Indicator Biennial Report (December, 2012).

### **1<sup>st</sup> Quarter Progress:**

- Focused on six Indicators identified for short-term completion: obtained updated values or coordinated with other staff responsible for maintaining metrics, and ensured updates posted to MetroPulse.
- Began researching kindred indicators for Water Demand, Percentage of Income Spent on Housing and Transportation, and Redevelopment of Underutilized Acres. Cataloged potential kindred indicators from metrics already on MetroPulse.
- Began exploring options and investigating the feasibility of performing the Food Desert analysis in-house.

### **2<sup>nd</sup> Quarter Objectives:**

- Develop potential content for 2011-2012 Implementation Highlights report showcasing measured changes in GO TO 2040 and kindred indicators.
- Complete proof-of-concept feasibility study using store location data and provide recommendation to executive management on how to proceed with future Food Desert analyses.
- Make final determination on suitability of kindred indicators researched for Water Demand, Percentage of Income Spent on Housing and Transportation, and Redevelopment of Underutilized Acres.

# DATA SHARING AND WAREHOUSING

**Program Oversight:** Greg Sanders

This program is based on CMAP's Implementation Strategy for Data Sharing and Warehousing that includes a five year plan developed following the successful launch of MetroPulseChicago.org. The MetroPulse Application Program Interface (API) is the anchor of a data sharing and warehousing program that will serve a variety of data needs for local and regional planners. CMAP's data sharing and warehousing program serves as a resource for transportation and land use planning in our region and underlies CMAP's role as the authoritative source for regional data and analysis. This program provides support to CMAP's ongoing data exchange and dissemination activities. An important goal of this program is to promote use of MetroPulse in local and regional planning as an intuitive and easy-to-use data resource. It also reflects CMAP's longstanding commitment to data sharing as outlined in GO TO 2040. MetroPulse includes locally-specific data products for county and municipal planners, but is comprehensive and regional in its scope. CMAP staff, planners at the state, county and municipal levels, and other stakeholders will benefit from CMAP's comprehensive online data program. The products range from general-purpose resources such as the existing MetroPulse application, to more specific tools directly addressed to the needs of transportation operations, local land use and human capital planning.

## MetroPulse Regional

**Project Manager:** Greg Sanders

**Team:** Zhang, Wu, Blake, Interns

**Description:** This project maintains and improves the existing MetroPulse API consistent with the Implementation Strategy for Data Sharing and Warehousing at CMAP. Interviews with current MetroPulse users have resulted in a large number of requested improvements. These include: improved data visualization, enhanced dynamic web pages, smartphone applications, improved business intelligence capabilities and API conversion to open source.

**Products and Key Dates:** Home page redesign (July 2012), user accounts and bookmarking (July 2012), site search (October 2012), area profiles (October 2012), issue-specific views of MetroPulse (March 2013), new data (ongoing), new geographies (ongoing), integration of selected MetroPulse data visualizations with CMAP website (ongoing).

### 1<sup>st</sup> Quarter Progress:

- User account management and bookmarking finalized
- Retooled data topic selector done and being tested
- New home page design released for beta testing
- Community profiles at-a-glance released for beta testing
- MPP (Metropulse Partnership Platform) – file uploader for Metropulse data engine -- wireframes approved, alpha version of first screens have been delivered for testing
- APIs for site search have been created and tested

## 2<sup>nd</sup> Quarter Objectives:

- Site search functions completed
- Issue-specific MetroPulse “dashboard” prototype delivered (for Innovation Index)
- Gateway to MetroPulse Jobs, MetroPulse Local, etc. added to MetroPulse Regional home page
- Combined data page to replace the current “Explore by Topic” and “Browse All Data” pages
- MPP beta version ready for use by DSW team

## MetroPulse Local

**Project Manager:** Xiaohong Zhang

**Team:** Blake, Krell, Sanders, Wu

**Description:** Extend the MetroPulse data engine to handle small geographies such as parcels and census blocks. The MetroPulse website is optimized for broad geographic levels such as County and Region, but the framework could be altered to support parcel-level data. MetroPulse Local will “pre-drilldown” to the parcel level of a small area (municipality or Chicago community area).

**Products and Key Dates:** Website launch (July 2012). Add integrated, dynamic map/chart/grid data displays (October 2013). Add aerial photo support (January 2013). Integrate with CKAN platform for file uploads (March 2013). Add user-specific data displays (June 2013).

## 1<sup>st</sup> Quarter Progress:

- Organized the kick-off meeting. Finalized work plan and generated itemized task list
- Modified the user interface so that it complies with CMAP standard and is consistent with Metropulse Regional web site
- Improved the design of report page, or called municipal profiles page, so that it could be broken down by data topic and sorted by date and topic.
- Integrated the municipal profile function with the Metropulse Regional website so that the function could be called both from Metropulse Regional website as well as Metropulse Local website
- Added many tract/blockgroup/block level data to the data system

## 2<sup>nd</sup> Quarter Objectives:

- Continue with data collection work. The data topics should cover demographic, economic, transportation, environment and education five broad categories
- Add integrated, dynamic map/chart/grid data displays, provide corresponding web service. This function would allow to dynamically configuring whether there is a chart or map or data grid for each dataset. The function would heavily rely on the web service work.
- Start to test how to integrate the aerial photography with the Metropulse Local system

## **MetroPulse Transportation**

**Project Manager:** Claire Bozic

**Team:** Sanders, Zhang, Murtha, Schmidt, Rogus

**Description:** This project continues to develop an archiving system that consolidates ITS and other on-line sources (e.g. weather) for use in planning applications. The project consists of three major elements: 1) archiving raw data, 2) cleaning and aggregation and 3) develop a public interface.

**Products and Key Dates:** Archive of real-time data flowing through the Gateway Traveler Information System (GTIS) (August 2012). RFP for cleaning and aggregation (January, 2013), Protocols for acquiring sensor data from IDOT and Tollway sources (April 2013).

### **1<sup>st</sup> Quarter Progress:**

- The formatting error in the traffic animation data time field has been located and corrections to the data tables begun. This error kept the animation from working for additional time periods beyond the original application.
- The application to automatically retrieve and archive data has been installed on a server in CMAP's office, and in Phoenix. Automated retrieval of data from the Illinois Gateway, Clarus Road Weather Initiative and National Weather Service as well as saving of raw files, entering data to GIT repository, and mirroring operations with the Phoenix server are working well. Saving to the PostgreSQL data tables works, but was found to start hoarding resources, instead of releasing them, when operating continuously. Regular reboots to the development system made the problem invisible.
- A contract between UIC (with Delcan) and CMAP to create a system to deliver ramp sensor data, and disaggregate sensor data from both IDOT and the Illinois Tollway is close to being signed. This has proven complicated to move ahead, because of the number of agencies involved and our various contract requirements.

### **2<sup>nd</sup> Quarter Objectives:**

- Corrections to the traffic animation datasets continue and more years of data will be added.
- Adjustments to the archiving system so that saving to PostgreSQL can be run continuously and without regular server reboots should be completed.
- CMP staff will gain access to the servers for data use and to learn some database management tasks.
- The contract with UIC should ultimately be signed.

## **MetroPulse Jobs**

**Project Manager:** Annie Byrne

**Team:** Sanders, Zhang, Wu, Ballard-Rosa



**Description:** Develop and deploy an on-line portal of information in support of workforce development planning. It is intended that this product continue to expand incrementally over several years. Priority expansion efforts for FY2013 include the addition of the manufacturing cluster and the third cluster researched in FY 2013, as well as new functionality such as grouping by 3-digit NAICS and SOCs, new geographic layers, and ability for users to create accounts. To the extent possible, the site will also integrate new data-sets from emerging data-development efforts. Expansion will be guided by implementation actions in the Human Capital chapter of GO TO 2040 and will be based on budget size, data availability, and current needs and priorities. Maintenance, outreach, and usability research will also be critical in 2013.

**Products and Key Dates:** Execute option year with contractor (July 2012). Complete data collection, analyses, and processing of manufacturing cluster data (October 2012). Complete data updates for freight cluster (November 2012). Update website design and navigation to accommodate multiple clusters (November 2012). Complete web-development and integration for manufacturing cluster (January 2013). Complete data collection, analyses, and processing of third cluster researched (June 2013).

#### **1<sup>st</sup> Quarter Progress:**

- Launched beta-test group for MetroPulse Jobs and completed survey
- Identified and addressed most pressing issues and needed enhancements
- Released site to public
- Posted policy update on site
- Developed and launch communications and outreach strategy
- Continued data collection for manufacturing

#### **2<sup>nd</sup> Quarter Objectives:**

- Finalize scope and timeline for addition of manufacturing data and enhancements
- Begin importing manufacturing data into the MetroPulse Jobs database
- Present the MetroPulse Jobs website to interested stakeholders

### **MetroPulse Data Sharing Hub**

**Project Manager:** Sanders (PM)

**Description:** CMAP is investing in a creation of its own data sharing hub that can make public data available online in its raw format. This data can be downloaded and used by anyone. But its value will be significantly greater if we integrate CMAP's data sharing hub with the Socrata portals that have recently been deployed by the City of Chicago, Cook County and others. The MetroPulse Partnership Platform will allow authorized CMAP partners to enter data along with metadata, geocodes and data field identifiers, so that it can be pushed into MetroPulse with little investment of CMAP staff time. The Partnership Platform will be an open-source online application that can be used by MetroPulse contributors. The Platform can also be used by CMAP staff.

**Products and Key Dates:** Website launch (July 2012), support for local government entities (October 2012), customized data upload utility for integration with MetroPulse system (March

2013), integration with City of Chicago, Cook County and State of Illinois data sharing platforms (June 2013).

### **1<sup>st</sup> Quarter Progress:**

Data Sharing Hub is fully functional and several data sets have been added

- Working instances of CKAN software deployed on Linux servers (one for development, one for public deployment)
- Basic website functionality in place
- Custom functionality was added so that CMAP staff and partners can associate data sets with MetroPulse data fields
- Data sets associated with MetroPulse data fields can be displayed within the Data Sharing Hub (visualizations)

### **2<sup>nd</sup> Quarter Objectives:**

- Site search functions
- Automated entry of new data sets enabled via the CKAN API
- At least 100 data sets posted, along with metadata
- Beta version of CKAN integration with MPP (MetroPulse Partnership Platform) file uploader

## **MetroPulse Data Processing**

**Project Manager:** Jessica Blake

**Team:** Zhang and Sanders

**Description:** Provide finished data products for use in the MetroPulse websites, including census data, workforce/training data, employment data and parcel-level data. Identify sources for raw data. Create computer programs to clean, aggregate, geo-code and format the raw data so that it can be displayed as online maps, charts and tables.

**Products:** Census Bureau releases prepared for use in MetroPulse systems (February 2013); workforce/training data update (March 2013); existing MetroPulse data sets updated (ongoing); new data sets added for tracking progress towards GO TO 2040 goals (ongoing); new data sets added to support CMAP initiatives (as needed); parcel-level data pulled from city/county sources (ongoing).

### **1<sup>st</sup> Quarter Progress:**

- [Publishing over 25 indicators](#) on MetroPulse
- Participating in development of MetroPulse Partnership Platform ([MPP](#))
- Streamlining ETL process to align with MPP launch

## **2<sup>nd</sup> Quarter Objectives:**

- Publish 35 Indicators on MetroPulse
- Roll-out phase I of MPP alpha test
- Introduce data layout standard for MPP

## **MetroPulse Data Visualization**

**Project Manager:** Guangyu Wu

**Team:** Blake, Krell, Zhang, Sanders)

**Description:** MetroPulse data visualizations include maps, charts/graphs and data grids that can be embedded in many different online applications.

**Products and Key Dates:** Embed interactive charts in various MetroPulse websites (August 2012). Embed ESRI and Google maps into various MetroPulse websites (August 2012). Support non-MetroPulse tools such as TIP site, GO TO 2040 case studies, etc. (August 2012). Integrate MetroPulse data visualizations into www.cmap.illinois.gov (October 2012). Integrate common features across various websites (January 2013). Work with CMAP staff to build capacity for Data Visualization using InfoAssist, Weave or other tools (March 2013). Demonstrate proof-of-concept trials of visualizations created using open-source languages (June 2013).

## **1<sup>st</sup> Quarter Progress:**

No progress.

## **2<sup>nd</sup> Quarter Objectives:**

Re-establish project management.

## **CMAP Online Map Gallery**

**Project Manager:** Xiaohong Zhang

**Team:** Clark, Krell, new Front-end Web Developer, Peterson, Wu)

**Description:** Create an online map gallery for frequently requested items and CMAP-initiated GIS projects. CMAP has many PDF Map documents, scanned images and GIS layers that we could publish online or provide as map services. MetroPulse websites already offer some maps, but some GIS layers are not suitable for MetroPulse and would be more powerful and intuitive if given customized treatments. The Online Map Gallery would also allow GIS products to be available on the CMAP website.

**Products and Key Dates:** Publish PDF and/or image files of commonly-requested GIS maps (October 2012). Publish several high-priority map services and document best practices for ongoing map service publication (January 2013). Integrate GIS products from the online gallery with CMAP website (June 2013).

### 1<sup>st</sup> Quarter Progress:

- Draft work plan
- Meet with various CMAP staff to gain initial user inputs
- Come up with data collection wish list
- Create two test sites as proof-of-concept, one is using the [JavaScript technologies](#), the other one is using [Flex API](#). The Javascript API includes some functionalities such as carousal view, layer view, legend. Flex application includes some functionalities such as: chart, find by address, layers, book mark, etc.

### 2<sup>nd</sup> Quarter Objectives:

- Collect data, proceed with any related ETL work
- Get the publication standard from Communications team. Use this standard as guidance to come up with cartographic standard for the project
- Continue working on the wireframe as well as platform design
- Upgrade ArcGIS Server from 10.0 to 10.1
- Publish map services as well as create three applications: the index map for historical aerials collections, construction map and tract level historical data from 1960-2010.

The first application would allow publication department to use an address to zoom to a specific area and then locate the index number for aerial photography. This would eventually streamline the aerial order process. If possible, we would eventually allow users to download the data from the web.

The second component would translate the current static map into GIS map. The third application would test the time aware layer so that people could compare statistics and see the trend.

## Regional Data Sharing Technical Assistance

**Project Manager:** Andrew Williams-Clark

**Team:** Liz Panella, Sanders, Wu, Zhang, interns as necessary

**Description:** This project will train stakeholders in the use of CMAP data products and inform future improvements in these products with the overall goal of advancing local governments toward more efficient data sharing. This will include training stakeholder groups to maximize impact of MetroPulse and other online CMAP data portals; producing product backlogs for improvements to existing tools and development of new ones; and reporting internally on national and regional best practices in data sharing. Other activities include participating in regional groups working to develop indicators on specific issue areas relevant to CMAP's mission and liaising with the Data Sharing and Warehousing (DSW) team to insure knowledge and data transfer.

**Products and Key Dates:** Provide MetroPulse webinars and on-site trainings (3/month). Distribute materials to stakeholders regarding updates to CMAP data portals (weekly). Update

MetroPulse and data portal product backlogs (monthly). Roll Out New MetroPulse Homepage (July). Roll out Human Capital Information Portal (Summer 2012). Roll out MetroPulse Visualization Integration with CMAP Website (Spring 2013). Roll out MetroPulse Data Sharing Hub (Spring 2013).

**1<sup>st</sup> Quarter Progress:**

Worked with CMAP communications team to devise and implement strategy for promoting MetroPulse

Gathered feedback thru interviews with CMAP staff, to assess value and limitations of MetroPulse for staff

Gathered feedback thru interviews with external partners to assess value and limitations of MetroPulse for those partners

**2<sup>nd</sup> Quarter Objectives:**

Meet with small groups from government, non-profit and general public audiences to demonstrate MetroPulse and gather feedback

Expand communications regarding features, new data, etc.

# TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

**Program Oversight:** Patricia Berry

This program develops the region's TIP. The CMAP Board and MPO Policy Committee track the use of local, state, and federal transportation funds through the Transportation Improvement Program (TIP). The purpose of the TIP is to establish a short-term transportation program to reflect the long-range transportation goals identified in GO TO 2040. Federal, state, and local policies and regulations are analyzed to assure CMAP's TIP addresses regional priorities identified through GO TO 2040 and satisfies regulations. The region is required by federal law to develop and maintain a fiscally constrained TIP which, together with the fiscally constrained major capital projects in GO TO 2040, is conformed to the State's Implementation Plan. That plan demonstrates how the region will attain the national ambient air quality standards. In addition to the regional priorities, fiscal issues, and air quality considerations, public involvement and other regulatory elements must be addressed in the TIP.

## TIP Development and Administration

**Project Manager:** Holly Ostlick

**Team:** Berry, Dixon, Dobbs, Kos, Patronskey, Pietrowiak, Schaad, Wu, Assistant Planner

**Description:** Work with local, county, state and national partners to assure a regional perspective is considered for transportation maintenance, modernization and expansion investments. Use Active Program Management to ensure that transportation projects proceed in a timely manner, and all available funding is used efficiently. Ensure all federal requirements are met including fiscal constraint, public involvement, data accuracy, documentation and reporting. Provide assistance and outreach to TIP programmers to improve the efficiency of the TIP amendment process. Provide management and guidance for the Council of Mayors (COM) and PL program. Ensure communication between CMAP and municipal officials. Maintain current resources, including summary, analysis and visualization tools, for use by local elected officials, staff and the public. Maintain ongoing communication with state and federal agencies to ensure that the region is in compliance with state and federal requirements, is aware of changes to requirements, and that these agencies understand the programming needs of the region. Begin preparation for the federal quadrennial review.

**Products and Key Dates:** TIP with updates and amendments (ongoing – committee approvals required approximately nine times per year); Comprehensive TIP document update (October 2012); TIP documentation including map, fiscal marks, general public brochures, training materials/courses and web pages (ongoing); active program management reports and recommendations (ongoing); talking points for CMAP staff participating in COM/COG/TC meetings (ongoing); regional project award, obligation report, summary tables/graphic of expenditures, comparison of actual program accomplishment (February 2013); expenditure reports (ongoing); fiscal marks (updated as needed); reports for use by local elected officials on CMAP activities (ongoing); consultation with state and federal agencies (ongoing – meetings approximately six times per year; in conjunction with conformity consultation)

**1<sup>st</sup> Quarter Progress:**

**TIP with updates and amendments (ongoing – committee approvals required approximately nine times per year)**

- Continued analysis of MAP-21, its impacts on the region and, particularly, on CMAP's TIP and Plan
- Continued work on incorporating recent FMIS access into regular tracking of FHWA fund sources
- Researched IDOT's process for allocating August redistribution of obligating authority
- Staffed one CMAP Transportation Committee meeting
- Clarified GO TO 2040 Major Capital projects in the TIP database
- Entered new discretionary funding into the TIP
- Began process of working with implementers to assure prompt disposition (award, move, or delete) of 2012 line elements from the TIP
- Reviewed newly released guidance on Title VI and Environmental Justice
- Documentation of TIP processes for CMAP staff initiated
- Met with CDOT/FHWA/IDOT to enhance understanding and improve project representation in the TIP
- Added standard NEPA language for implementer's use to the CMAP website

**Comprehensive TIP document update**

- Prepared schedule and assigned staff

**TIP documentation including map, fiscal marks, general public brochures, training materials/courses and web pages (ongoing)**

- Trained new users and documented process for updating the TIP map KML files as this task is now responsibility of programming staff (formerly R&A staff work)

**Active program management reports and recommendations (ongoing)**

- Participated in initial work of FHWA/ IDOT Process Review on PHI streamlining
- Updated STP Expenditure report to reflect August and September lettings

**Talking points for CMAP staff participating in COM/COG/TC meetings (ongoing)**

- Continually updated talking points to emphasize CMAP policy direction

**Regional project award, obligation report, summary tables/graphic of expenditures, comparison of actual program accomplishment (February 2013)**

- Requested For the Record data in useable format from IDOT

**Fiscal marks (updated as needed)**

- Began discussions in house to create 2013 fiscal marks including appropriate depiction of 2012 carry over
- Collected project level data
- Collected overall actual data from IDOT
- Processed STP advanced funding requests for CMAP Council of Mayors
- Updated amendments for transit funding

**Reports for use by local elected officials on CMAP activities (ongoing)**

- Began work on functional class revisions to incorporate new IDOT approach
- Updated STP Matrix on Council of Mayors policies

**Consultation with state and federal agencies (ongoing – meetings approximately six times per year; in conjunction with conformity consultation)**

- Held one consultation meeting

**Work on products not explicitly listed in work plan**

- Participated in JARC/NF application review with RTA and other staff
- Facilitated regional peer exchange

## **2<sup>nd</sup> Quarter Objectives:**

Continue transition from FFY 2012 to FFY 2013. Continue analysis of MAP-21 and implement any necessary revisions.

## **TIP Database Management**

**Project Manager:** Kama Dobbs

**Team:** Berry, Dixon, Kos, Ostdick, Patronsky, Pietrowiak

**Description:** Work to maintain and enhance the usability and usefulness of the TIP database for implementers and the public. Implementers continually adjust their programs based on available funding, shifting priorities in response to economic development, environmental issues, housing and land use decisions. The database must be accessible to implementing agencies and interested CMAP partners. CMAP must balance the need for ease of use and data integrity with flexibility to respond to changing regulatory requirements and CMAP policy initiatives.

**Products and Key Dates:** TIP database maintenance to improve data validation and ease of implementer use (ongoing); Regularly updated documentation and training materials to keep internal and external users, partners and the public informed of the evolution of the TIP (ongoing); Program Management reports (ongoing); Geocoding of TIP projects and associated outputs (shapefile and maps); Export of TIP data for use in public maps, analytic maps, dashboard presentations and other TIP analyses; visualization products; ongoing maintenance and enhancements in response to user needs.

## **1<sup>st</sup> Quarter Progress:**

### **TIP database maintenance to improve data validation and ease of implementer use (ongoing);**

- Ongoing staff work to remove inaccurate and out of date information from the SQL database, particularly legacy data imported from Access.

### **Regularly updated documentation and training materials to keep internal and external users, partners and the public informed of the evolution of the TIP (ongoing);**

- Produced and distributed one edition of TIP Programmer News newsletter for programmers highlighting database changes and upcoming programming deadlines – coordinated with TIP administration project
- Developed plan for improving project history records, user interface, and overall data processing
- Continued ongoing work to address minor programming bugs

### **Geocoding of TIP projects and associated outputs (shapefile and maps);**



- Shapefiles created and updated following August and September committee action

**Export of TIP data for use in public maps, analytic maps, dashboard presentations and other TIP analyses;**

- Added additional data fields, such as maintenance/modernization/expansion (MME code) designations (based on work types), funding distribution, selection and programming responsibility, to the views that serve the TIP map and dashboard applications

**Visualization products;**

- No progress this quarter

**Ongoing maintenance and enhancements in response to user needs.**

- Improved data sorting and filtering in response to requests from users
- Continued to develop expanded search and filter capabilities (include additional fields, allow for multi-selections, etc.)
- Ongoing troubleshooting of user reported issues and assisted users in resolution

**2<sup>nd</sup> Quarter Objectives:**

**TIP database maintenance to improve data validation and ease of implementer use (ongoing);**

- Ongoing staff work to remove inaccurate and out of date information from the TIP database
- Consolidate administrative tables related to the various dates that trigger database actions

**Regularly updated documentation and training materials to keep internal and external users, partners and the public informed of the evolution of the TIP (ongoing);**

- Enhance existing documentation and develop “FAQs”
- Begin development of annual refresher materials
- Develop and distribute Programmer News to notify users of database upgrades and changes

**Geocoding of TIP projects and associated outputs (shapefile and maps);**

- Develop and update shapefiles and KMLs to reflect committee action on TIP changes

**Export of TIP data for use in public maps, analytic maps, dashboard presentations and other TIP analyses;**

- Continue to update work type, fund code and other tables and develop output functions to assist with project characterization for use in TIP Analysis project.

## **Visualization products;**

- With assistance from Research & Analysis staff, add additional data fields, such as project website, MME codes, and fund source data to the TIP map and dashboard applications.
- Continue to update work type, fund code and other tables and develop output functions

## **Ongoing maintenance and enhancements in response to user needs.**

- Implement changes to project input forms to decrease the processing time for new project records and project changes and to facilitate improvements to project history tracking and reporting. Roll-out to users planned for late December/early January.
- Improve the overall navigation structure of the user interface.
- Continue to develop expanded search and filter capabilities (include additional fields, allow for multi-selections, etc.).

## **TIP Analysis**

**Project Manager:** Ross Patronsky

**Team:** Beata, Berry, Bozic, Dobbs, Ferguson, Kos, Maloney, Ostdick, Pederson

**Description:** Work with implementers, CMAP policy analysts and interested external parties to ensure appropriate data is available to analyze the impact of the overall TIP and programs submitted by implementers. One key analysis will be the assessment of whether and how the adopted program moves the region toward the vision of GO TO 2040. Semi-annual TIP conformity amendments will be analyzed to inform approving committees and the public in ascertaining the program's impact on the region's overall mobility and progress toward the vision of GO TO 2040.

**Products and Key Dates:** TIP fund source dashboard (August 2012); TIP work type dashboard (November 2012); Analysis of overall TIP (ongoing); prototype analysis of TIP revisions (Fall 2012, ongoing after that assuming a meaningful analysis can be developed); analysis of TIP obligations; development of data needs to tie TIP projects to GO TO 2040 action areas and recommendations (January 2013 and ongoing); review and analysis of other transportation programs (ongoing).

## **1<sup>st</sup> Quarter Progress:**

- TIP fund source dashboard
  - Updated prototype dashboard
  - Reviewed fund source table prior to database consultant updating it
- TIP work type dashboard
- Analysis of overall TIP
- Prototype analysis of TIP revisions
- Analysis of TIP obligations
  - 2011 obligation report released

- Development of data needs to tie TIP projects to GO TO 2040 action areas and recommendations
  - (See Performance-Based Evaluation Criteria and Transportation Funding)
- Review and analysis of other transportation programs
  - Staff participated in regional peer review

#### **2<sup>nd</sup> Quarter Objectives:**

- TIP fund source dashboard
  - Update fund source table in database
  - (creation of dashboard delayed for hiring of replacement staff)
- TIP work type dashboard
- Analysis of overall TIP
- Prototype analysis of TIP revisions
  - Develop prototype analysis
- Analysis of TIP obligations
- Development of data needs to tie TIP projects to GO TO 2040 action areas and recommendations
- Review and analysis of other transportation programs

## **CMAQ Program Development and Administration**

**Project Manager:** Doug Ferguson

**Team:** Berry, Dobbs, Patronsky, Pietrowiak, Schaad, Assistant Planner

**Description:** The CMAQ Program involves the solicitation, evaluation and selection of surface transportation projects for the Congestion Mitigation and Air Quality Improvement (CMAQ) Program for northeastern Illinois. CMAQ project proposals are evaluated for potential air quality and congestion reduction benefits. Project proposals will be evaluated for their support of the recommendations of GO TO 2040 and subregional plans. Proposals will be reviewed to identify systems of improvements that address issues within entire corridors.

Once programmed, CMAP staff manages the program to ensure timely and efficient expenditure of funds. To facilitate this, a specialized database has been developed and maintained over the years. Updated programming and management policies are expected to be in place for FY 13.

**Products and Key Dates:** Update to CMAQ programming and management processes, including revised forms and instructions (December 2012); FY 2017-2018 program development (November 2013); semi-annual reviews of project status (November 2012 and May 2013); regional obligation goal for FFY 2013 (July 2012); quarterly transit project status reports (ongoing); supplementary evaluations for cost/scope change requests (ongoing); updated database functionality (ongoing); programmers documentation of the database (August 2012).

#### **1<sup>st</sup> Quarter Progress:**

- Update to Programming and Management Processes
  - Reviewed MAP-21 for potential changes to program

- Implemented policy and programming changes from approved policies which included placing CMAQ A line items into program years in the TIP and keeping responsible parties involved in the update.
  - Held two meetings of the Project Selection Committee
  - Gave a presentation on the CMAQ Programming Process as part of the Regional Peer Exchange on Performance Measures and Capital Program Development.
- Next round of Program Development
  - Worked with GO TO 2040 Focused Programming focus groups to prepare for new call for projects.
- Semi-annual Review of Project Status
  - Prepared materials for October Status Update
- Regional Obligation Goal for FFY 2013
  - Developed potential obligations goal scenarios for Project Selection Committee consideration
  - Project Selection Committee approved FY2013 goal of \$123 million
- Quarterly Transit Project
  - Presented 1<sup>st</sup> and 2<sup>nd</sup> quarter of calendar year 2012 Transit Expenditure Updates to Project Selection Committee.
- Supplementary Evaluations for Cost/Scope Change Requests
  - Processed 23 project scope and cost change requests
- Status Information on Project Obligations
  - Processed FHWA and FTA obligations from May through August totaling \$80.7 million in new obligations
- Update Database Functionality
  - Finalized database changes for adaptation to the new management policies

## **2<sup>nd</sup> Quarter Objectives:**

- Update to Programming and Management Processes
  - Begin the process for the development of the newly required Performance Plan and monitor guidance resulting from MAP-21
  - Hold two meetings of the Project Selection Committee
- Next cycle's Program Development
  - Continue to work with the Project Selection Committee and the Focus Programming Groups to prepare for the call for proposals
  - Develop application materials for the new call for proposals
  - Open the call for proposals on December 10, 2012
- Semi-annual Review of Project Status
  - Collect October project status updates and follow-up with sponsors and responsible parties as appropriate
  - Deliver report on project status to the Project Selection Committee for December 6<sup>th</sup> meeting
- Regional Obligation Goal for FFY 2013
  - Modify goal based upon the final federal fiscal year numbers from 2012
- Quarterly Transit Project

- Conduct 3<sup>rd</sup> quarter of calendar year Transit Expenditure report
- Supplementary Evaluations for Cost/Scope Change Requests
  - Process ongoing CMAQ project scope and cost changes requests
- Status Information on Project Obligations
  - Process FHWA and FTA obligations from September through November
  - Update and refine CMAQ expenditure report for CMAP Council of Mayors
- Update Database Functionality
  - Continue to review and modify database as necessary
- Programmers Documentation of Database
  - Develop documentation report

## **Conformity of Plans and Program**

**Project Manager:** Ross Patronsky

**Team:** Berry, Bozic, Dobbs, Heither, Kos, Wies

**Description:** Northeastern Illinois has historically not attained national ambient air quality standards for certain pollutants. It is currently classified as a non-attainment area for the 8-hour ozone standard adopted in 2008. In addition, while the region meets prior ozone standards and the fine particulate matter (PM<sub>2.5</sub>) standards, federal regulations require steps to ensure that the standards continue to be met.

To meet the air quality requirements, the region must implement a transportation program which will help reduce levels of these pollutants or maintain the existing low levels. As part of the transportation planning and programming process, the impact of proposed transportation activities on the region's air quality is evaluated. This evaluation, called a conformity analysis, is submitted to the Illinois Environmental Protection Agency and U.S. Environmental Protection Agency for their review before a long-range regional transportation plan or Transportation Improvement Program (TIP) is approved or amended. The conformity analysis must demonstrate that the emissions resulting from the plan and TIP meet the requirements of ("conform with") the regulations governing air quality.

**Products and Key Dates:** Conformity analyses (as needed, minimum of twice a year in October and March); documentation of conformity process (ongoing); updated data used in conformity analyses (ongoing); support development of State Implementation Plans (as needed); findings and interagency agreements from consultation process (ongoing, four to six meetings per year); analyses of air quality issues for regional decision-makers (as needed); test runs of emissions model to conduct greenhouse gas analyses of the region's transportation system (June, 2013)

### **1<sup>st</sup> Quarter Progress:**

- Conformity analyses
  - Conducted analysis for semi-annual conformity amendment, using both MOBILE and MOVES (MOVES to be required for the next amendment)
- documentation of conformity process
  - Documents prepared for semi-annual conformity amendment
- updated data used in conformity analyses
  - Continued investigation of Secretary of State vehicle registration data

- support development of State Implementation Plans
  - no action required
- findings and interagency agreements from consultation process
  - Met with consultation team to ensure proper treatment of unconstrained projects (Illiana and Prairie Parkway) and Circle Interchange project
- analyses of air quality issues for regional decision-makers
  - Assessed impact of proposed PM<sub>2.5</sub> standard (region does not attain)
  - Assessed impact of redesignation for 1997 ozone standard (none, given nonattainment of 2008 standard)
- Test runs of emissions model to conduct greenhouse gas analyses of the region's transportation system
  - Conducted test runs on 2030 and 2040 (emissions roughly 15% less than estimates used in GO TO 2040 major capital projects)

**2<sup>nd</sup> Quarter Objectives:**

- Conformity analyses
  - Collect project changes for amendment to be approved March, 2013
  - Collect data for Circle Interchange plan amendment, if needed
- documentation of conformity process
  - No action required
- updated data used in conformity analyses
  - Review MOVES inputs to ensure acceptance for official conformity analysis
- support development of State Implementation Plans
  - No action required (next action expected in FY 2014)
- findings and interagency agreements from consultation process
  - Meet with consultation team (tentatively for November)
- analyses of air quality issues for regional decision-makers
  - Monitor promulgation of PM<sub>2.5</sub> standard
- Test runs of emissions model to conduct greenhouse gas analyses of the region's transportation system
  - Conduct test runs for all analysis years

# CONGESTION MANAGEMENT

**Program Oversight:** Don Kopec

This program addresses both the best practices and regulatory requirements for effective management of the region's transportation system. Core CMAP responsibilities for the Congestion Management Process include monitoring and evaluating the performance of the multi-modal transportation system; identifying the causes of congestion; identifying and evaluating congestion management strategies, and providing information supporting action to relieve congestion. MetroPulse and other regional resources will be relied upon to provide information to carry out the elements of the process. A key element of the Congestion Management Process is to develop and provide data in support of regional programming decisions, and transparency for those seeking to understand the programming process. The intent is to provide information in support of our partner agencies and for public information. The management and operational strategies developed will utilize the Regional Transportation Operations Coalition (RTOC), an institutional forum to address regional multi-jurisdictional transportation operations. Specific strategies for managing congestion will focus on intelligent transportation systems, congestion pricing, freight planning, and bicycle and pedestrian planning issues, some of which will be addressed cooperatively through RTOC.

## Performance Monitoring

**Project Manager:** Todd Schmidt

**Team:** Frank, Rodriguez, Murtha, Interns

**Description:** This project supports regional transportation system data collection and analysis in support of the Congestion Management Process. The project also provides data input for regional transportation indicators included in MetroPulse along with additional summary indicators and Regional Transportation Archive Data used in transportation systems operations. In addition, data in support of programming decisions by regional partners will also be compiled and maintained. Congestion management performance monitoring also includes evaluations utilizing the accumulated information to address particular performance problems in depth.

**Products and Key Dates:** Regional Indicators data will be updated. Data will be collected, compiled and analyzed to prepare updated regional indicators for MetroPulse. There are over two dozen transportation indicators, about half of which are appropriate for annual updates. The transportation indicators to be updated this year are: 1) planning time index; 2) travel time index; 3) congested hours; 5) transit passenger miles traveled per vehicle revenue hour – by agency and mode; 6) unlinked passenger trips per capita – by agency; 7) on-time data – by agency including Amtrak; 9) ADA transition plan compliance; 10) motor vehicle safety; 11) percent of regional trails plan completed; 12) bicycle and pedestrian level of service; 13) percent of transit rolling stock and stations that are compliant with the Americans with Disabilities Act; 14) bridge conditions; and 15) pavement conditions.

In addition, this project will support the Regional Transportation Data Archive project through the acquisition of transportation data in support of the archive. This will involve the acquisition, cleaning, and analysis of traffic volume and speed data, incident data, crash data, and weather data. Brief technical reports of the procedures employed will be prepared.

This project also provides data analysis for partner agencies and for CMAP travel model development. For 2013, this will include annual updates of the regional expressway atlas data with estimates of 2011 and 2012 mainline and ramp traffic volumes. A new procedure for estimating the mainline and ramp traffic volumes will be completed along with more measures such as daily, monthly, and seasonal variations. Graphics for the mainline and ramp traffic volumes will also be produced and posted on the CMP website. A brief overview of the data used to create the mainline and ramp traffic volumes and any major construction events on the expressway network will also be included online. The CMAP arterial congestion estimate map will be updated along with the arterial congestion estimate by township.

CMAP will also continue the summer data collection program in summer 2012 and 2013. This program collects a variety of transportation data for partner agencies and communities, and for CMAP's congestion management purposes as needed. Field data collected in FY 2013 will include intersection turning vehicle counts and freight-related counts, among other items.

### **1<sup>st</sup> Quarter Progress:**

- Performance monitoring staff complete updated the [percent of transit rolling stock and stations that are ADA compliant](#) indicator this quarter. The data has been transmitted to the web services staff in order to update MetroPulse. Staff also identified indicators on MetroPulse that needed to be reorganized within the system.
- Performance monitoring staff designed a new [process](#) and [spreadsheet](#) to calculate regional AADT. The new spreadsheet tracks adjustments made to raw ramp and station counts. This new process will allow staff to communicate and resolve data issues with IDOT regarding malfunctioning sensors or missing counter information. Staff is also in the process of creating [graphics](#) for a new regional expressway atlas. The graphics are being created in ArcGIS, which will make them easy to maintain and will streamline the atlas publishing process.
- Staff continued to support the regional transportation data archive. Staff identified and corrected formatting issues with sensor information in the archive visualization tool. Also attended weekly meetings with the consultant developing the automation of data collection from IDOT and weather related data. Gained access to the servers that host the archive data.
- The summer field data collection program wrapped up. The field data collectors completed all counts requested and began work on evaluating bicycle level of service (LOS) on roads in the region. Summer collection interns and staff attended a training session on how to calculate bike LOS.
- Updated and maintained CMAP's operations blog, "Green Signals", with one blog entry a week.

### **2<sup>nd</sup> Quarter Objectives:**

- Performance monitoring staff will continue to work on updating the regional indicators. Staff will update the pavement and bridge conditions indicators this quarter.
- Staff will provide a new expressway VMT summary reflecting the 2011 expressway atlas



data. Provide draft of expressway atlas document for internal review.

- The CMP will continue to support the Regional Data Archive project. In particular, staff will make a process to automatically create daily reports of data successfully obtained from IDOT and other sources.
- The CMAP arterial congestion estimate map will be updated along with the arterial congestion estimate by township.
- Continue to update and maintain CMAP's operations blog

## **Data for Programming Decisions**

**Project Manager:** Tom Murtha

**Team:** Rice, Schmidt, Rogus, Sanders, Patronsky

**Description:** GO TO 2040 calls for improved decision-making models for evaluating potential transportation investments. The difficulty in obtaining and organizing congestion data to use in the GO TO 2040 focused programming approach pointed to the need for this project. In addition, the CMAP staff receives requests for congestion data in support of programming decisions. This project would make congestion management data more easily available to support programming decisions for multiple agencies. The project would leverage and be coordinated with other CMAP projects to provide information to regional stakeholders.

This is a multi-year project with staged implementation. In its first year, the project reviewed information needed to identify and program congestion relief projects and programs; identified information currently available; and identified current gaps in the information that is available and deficiencies in the way it's presented. In 2013, the project will develop a plan and architecture for addressing the data gaps and mechanisms for making the data more usable. In succeeding years, implementation will be put in place.

The result will be an improved information system to support regional efforts to identify congestion relief projects and support decisions to prioritize and program those projects. We anticipate that this will include new information not yet available to us, and technology applications to make new and existing information more easily available to decision makers. One possible example of an outcome would be a dashboard application or web site that CMAP staff and partner agencies could use as a one-stop-shop for congestion management data necessary for project programming.

**Products and Key Dates:** Draft system plan, including a prioritization and staging of both data acquisition and deploying the data for CMAP and partner agency use (November, 2012). Draft System Architecture, a more detailed sketch showing how the prioritized data will be acquired, processed, stored, shared, and maintained (January, 2013). Final System Architecture and Plan (June 2013)

### **1<sup>st</sup> Quarter Progress:**

CMAP continued its development of the scope for this project. During this process, it became clear that this project may be substantial in scope and timeframe, with major implications for the congestion management process. Hence, staff is developing a strategic plan for congestion management to fully plan for the development of this work.

In addition, as part of the broader effort to implement performance-based programming in Illinois, CMAP conducted a stakeholder workshop to discuss each agency's approach to this policy endeavor. As part of the workshop, agencies were asked to identify data gaps that might be addressed on a regional level. While few direct responses were received, congestion data was mentioned among the data sets to be addressed.

### **2<sup>nd</sup> Quarter Objectives:**

CMAP will complete internal review of a broader CMP plan, including the data for programming decisions project. CMAP will complete a draft plan, including a data prioritization, in the second quarter.

## **Congestion Management Process**

**Project Manager:** Tom Murtha

**Team:** Frank, Nicholas, Rodriguez, Schmidt, Rice, O'Neal

**Description:** The project provides the primary management and implementation of the Congestion Management Process. The Congestion Management Process will identify and evaluate appropriate implementation strategies to address regional congestion. This project will conduct analyses and address various data issues identified within the Congestion Management Process, including the administration of the Regional Transportation Operations Coalition (RTOC), a forum where regional operations personnel confer across jurisdictional boundaries to improve transportation system performance. Lastly, this project includes the maintenance and required updates of the region's Intelligent Transportation System (ITS) Architecture.

**Products and Key Dates:** Quarterly RTOC Meetings (September, December, March, June); a limited number of operational congestion management studies examining incident response techniques (June, 2013); the collection of baseline data for before/after studies examining various projects programmed with CMAQ funding (June, 2013); maintenance of the Regional Intelligent Transportation System (ITS) Architecture and Deployment Plan; the federally required update of the ITS Architecture focusing on incident management (June 2013). ; the update of several regional databases supporting adopted GO TO 2040 strategies, including parking and highway traffic signals; a new highway traffic signal database will be developed (June, 2013); and, documentation of the overall congestion management process will be maintained and updated on an as-needed basis.

### **1<sup>st</sup> Quarter Progress:**

The Regional Transportation Operations Coalition met in July and August. The Coalition discussed the measures to be used as part of the baseline data for before/after studies examining various projects programmed with CMAQ funding. CMAP also collected various information that will be needed for the ITS update, including information on Public Safety Access Points (PSAPs), other incident management information (including an incident management database), and smart corridor planning. Planning for a regional smart corridor workshop was begun. Maintenance was continued on the existing traffic signal database. The congestion management documentation process was continued.

## 2<sup>nd</sup> Quarter Objectives:

RTOC will finalize the performance measures it will employ in its focused programming work. RTOC will receive a final CMP documentation report for approval and recommendation to the Transportation Committee. CMAP staff will also continue its work on incident management, including both developing a better understanding of the highway incident management process and working with regional agencies to more widely implement advanced incident response techniques. CMAP will distribute information for the ITS plan and architecture update. CMAP will host a smart corridors workshop.

## Freight Operations

**Project Manager:** Murtha

**Team:** Deshazo, Nicholas, Rodriguez, O'Neal

**Description:** In cooperation with our partners, this project identifies, evaluates, and implements, as appropriate, strategies to address regional freight needs. The project also addresses the impact of freight on regional communities. Issues addressed in FY 2013 focus on truck demand management, truck operational improvements, and data collection and analysis. These activities are conducted with the support of stakeholder groups, the CMAP Freight Committee and the Regional Transportation Operations Coalition.

**Products and Key Dates:** *Operational improvements:* CMAP will provide support for truck route planning activities in Chicago and McHenry County, with activities extending through April, 2013. This will include shapefiles of routes and restrictions for these areas and adjacent suburbs by October, 2012; a physical assessment of the routes by November, 2012. This information will be provided to jurisdiction agency consultants to facilitate their continued work. In addition, CMAP will provide truck data for the I-55 managed lane study through June, 2013, including freight generator data by October, 2012. Much of the information from the above initiatives will be used for other CMAP freight planning efforts; the truck route and restriction information will be included in the CMAP highway networks for regional travel demand modeling by June, 2013. Lastly, a community briefing paper on establishing designated and preferred truck will be initiated in FY 2012 with completion by October, 2013.

*Truck demand management:* In FY 2013, CMAP will collect and synthesize data regarding truck travel by time of day. This will include truck delivery and parking information from municipal ordinances and land use regulations, with stakeholder outreach by November 2012. Full program recommendations with suggested regional activities will be provided in April, 2013. CMAP will also review truck permit regulations to de-conflict truck permit regulations with a desire to encourage off-hours truck movements. This will include a synthesis of existing practices by November, 2012 and recommended practices by April, 2013. A community briefing paper will be developed by April, 2013.

*Data development.* In addition to the data noted above, CMAP will continue to maintain selected data at <http://www.cmap.illinois.gov/freight-snapshot>. Planned 2013 updates include intermodal lifts, the number of trains and gross tonnages on the rail system, rail alignment changes, and an agency freight data directory, all to be completed by June, 2013.

## 1<sup>st</sup> Quarter Progress:

*Operational improvements.* CMAP completed coding municipal ordinances into a copy of the CMAP Master Highway Network shapefile for all counties but one; only half of Lake County remains to be completed. This will support planning activities in Chicago and McHenry County. During the quarter, World Business Chicago expressed interest in Chicago truck route planning activities, though the larger planning project is behind schedule because the consultant contract has not yet been executed by Chicago. The Freight Committee was briefed on CMAP and IDOT activities regarding truck routes and restrictions in September, 2012, and responded with feedback. In addition, the Freight Committee hosted IDOT for a presentation about the I-55 managed lane and Circle Interchange projects. CMAP has provided a letter to IDOT regarding truck-related alternatives to consider during project planning. CMAP is now preparing truck-related travel data for these projects.

*Truck demand management.* CMAP has begun to collect and synthesize data related to truck travel by time-of-day. This includes physical truck count data and IDOT, CDOT, and county truck permit regulations. CMAP is also collecting municipal truck travel time-of-day and parking information through its [Municipal Survey](#) (p. 12); it is expected that this information will be available for use by the second or third week in October, 2012.

*Data development.* CMAP has completed planned FY 2013 data collection for intermodal lifts (2011), the number of trains and gross tonnages on the rail system (2011), and rail alignment changes (current). This information is posted at <http://www.cmap.illinois.gov/freight-snapshot>.

**2<sup>nd</sup> Quarter Objectives:** *Operational improvements.* CMAP will complete the last of the municipal ordinance coding for Lake County municipalities, and will complete a region-wide update of truck clearance data coding onto the Master Highway Network shapefile. CMAP will provide this information to Chicago and McHenry County to inform the planning processes underway or about to be undertaken in these areas. CMAP will also assure that IDOT truck travel restrictions are properly inventoried on the CMAP highway network and for other planning purposes. A physical assessment of truck information will be synthesized for McHenry County. A Chicago synthesis will be updated with information for adjoining communities. Lastly, CMAP will provide additional information regarding truck trips for planning the I-55 managed lane and Circle Interchange projects.

*Truck demand management.* CMAP will continue its collection and analysis of truck-trip by time-of-day information. This will include a first look at information about municipal practices collected through the CMAP municipal survey. Outreach efforts with stakeholders will be stepped up.

*Data development.* No additional data development activities are planned for the second quarter of FY 2013.

## **Bicycle and Pedestrian Transportation Planning**

**Project Manager:** O'Neal

**Team:** Murtha

**Description:** In cooperation with our partners, this project identifies, evaluates, and implements strategies to facilitate walking and bicycling in the region, including access to transit. The

project also addresses public right-of-way accessibility for people with disabilities and the safety of walkers and cyclists. The project concentrates on providing technical information to partner agencies and local communities through such activities as our Soles and Spokes Workshops and our unique Soles and Spokes Blog.

**Products and Key Dates:** Address an expected forty requests by partner agencies for bicycle and pedestrian planning information (thirty reports per year plus ten additional low-level responses); update bikeway information system (June, 2013); provide technical planning information in support of walking and cycling through the Soles and Spokes Blog (1-2 blog entries per week); one to two Soles and Spokes Workshops focusing on issues such as opportunities for transit oriented development, accessibility for people with disabilities (by June, 2013); community briefing papers and web-based resources providing information on technical aspects of bicycle and pedestrian planning. Focus for 2013 for such information will be on the walkability and transit aspects of Transit Oriented Development (by January, 2013); data and analysis in support of improved bike-ped project programming to support congestion mitigation.

#### **1<sup>st</sup> Quarter Progress:**

- Main accomplishment this quarter: Soles and Spokes Workshop, *Designing for Bicycle Safety*. The workshop was sold out (66 registrants) nearly 3 weeks in advance. We had a waiting list of approximately 59 persons. We achieved full sponsorship (one principal sponsor and seven basic sponsors) for a total of \$2,200 in sponsorship funds. This allowed us to keep the charge to participants to a minimum (\$35) and, after all costs, to have a remainder of approximately \$960, which we will apply to the next Soles and Spokes workshop (in November, 2012). Reviews of the workshop were overwhelmingly positive.
- As part of the workshop, I solicited bikeway-related projects for the CMAP Case Studies Library and prepared these for website, and for presentation at the workshop.
- Follow-up / dissemination of Community Briefing Paper on ADA Transition Plans. Meet with staff from RTA to coordinate efforts on increasing understanding and implementation of ADA and transition planning.
- Prepared materials for and participated in meeting/site audit organized by the RTA for the Village of Robbins in order to help the Village identify solutions to improve pedestrian access and safety at the Robbins Metra Station. Reviewed final draft report produced by RTA for the Village. Participants included ICC, railroad representatives, Cook County Highways, Metra, Active Transportation Alliance, Blue Island, and Village of Robbins staff.
- Participated in kick-off and Existing Conditions Report for the Antioch LTA project, which is the conceptual design for a greenway or “lifestyle corridor” spanning the Village boundaries. Work included meetings with Village staff and consultant team members, site visits, GIS mapping, crash analysis, and development of ECR, with key transportation findings.

- Review of Round Two LTA and RTA Community Planning project applications, which have a bicycle or pedestrian focus or major component. Presented recommendations to LTA program staff.
- Completed analyses and maps for DuPage County's FY2013 STP TCM program bicycle and pedestrian projects.
- Coordinated with IDOT staff on IDOT's 2012 ITEP call for projects; provided information for their evaluation and programming activities.
- Pedestrian crash maps and analysis for press (Sun Times)
- Coordinated with CDOT/CLOCC on training seminars for CDOT staff and consulting engineers on CDOT's draft Complete Streets manual.
- Participated in 2-day training of Census Transportation Planning Package (CTPP).
- (Ongoing) posts and maintenance of "*Soles and Spokes*, CMAP Bicycle and Pedestrian Planning Blog" (<http://cmap.illinois.gov/solesandspokes/>). We continue to match or exceed our goal of an average of 2-3 posts per week, and continue outreach to bicycling and pedestrian planning partners and stakeholders to raise awareness and use of the blog. Feedback continues to be positive.
- (Ongoing) Updates to Bicycle Inventory System (BIS) data, including major updates on Regional Greenways & Trails Plan, NWMC Bicycle Plan, West Central Municipal Conference, and smaller edits to Lake and Kane Counties. Local plans edited include Channahon, Barrington, Long Grove, and Rolling Meadows, and others.
- (Ongoing) Updates to bicycle and pedestrian program website (under Main Bike-Ped webpage Accessibility, Greenways and Trails Plan, etc.)
- (Ongoing) Provided BIS, crash, and Greenways and Trails Plan data and maps to communities, partnering agencies, and stakeholder groups working on bikeway and trail planning and projects.
- (Ongoing) Represented regional interests in non-motorized transportation at various meetings, conferences, and with partner organizations (FHWA Pedestrian Safety Focus States, SRTS State Network and Northeastern Illinois Task Forces, IDOT IBCWG, INDR IGTC and GIT Executive Committee, City of Chicago MBAC and MPAC; NWMC and other COMs, etc.)
- Bicycle and Pedestrian Task Force. The Task Force met on September 19, 2012. Next meeting is scheduled for October 17, 2012. The main focus of the meeting and of next meetings is on the Task Force's input for the 2017-18 CMAQ call for projects.

## **2<sup>nd</sup> Quarter Objectives:**

- Organize and host Soles and Spokes 1.5-day workshop, Designing Pedestrian Facilities for Accessibility – scheduled for November 1-2.
- Develop robust method and processes for the Bike-Ped Task Force to contribute, as one focus group, to the upcoming (2017-18) CMAQ call for projects.

- Resume addressing IDOT and other agency requests for bicycle and pedestrian planning information. There is currently a back-log of 14 requests.
- Continue to improve the content, and increase awareness of the CMAP Soles and Spokes Bike-Ped Planning blog.
- Continue work with IDOT, Council of Mayors, and other stakeholders and groups to develop effective implementation policy and procedures for non-motorized transportation and Complete Streets.
- Maintain and improve bicycle facility and plan inventories in BIS.

# WATER RESOURCE PLANNING

**Program Oversight:** Don Kopec

The Water Resource Planning program features the agency's water quality planning activities, guided by CMAP's role as the delegated authority for Areawide Water Quality Planning. Water quality planning activities are informed by the Clean Water Act (CWA), related guidance documents including regional plans, and typically involve watershed plan development, some degree of post-plan support, and technical assistance or guidance provided to watershed groups as funding allows. Activities also include formal review of Facility Planning Area (FPA) amendment applications that lead to a CMAP staff recommendation made to the Illinois Environmental Protection Agency (IEPA). Facility Planning Area application review and recommendations are shared with the CMAP Wastewater Committee who also makes a recommendation to IEPA. The Volunteer Lake Monitoring Program is another water quality oriented program that has been carried out by CMAP and its predecessor agency for many years. Activities can also include administrative and technical support for CWA Section 319 funded implementation grants awarded to various "stakeholders" throughout the region. Such support can extend to application preparation.

## Facilities Planning Area (FPA) Review Process

**Project Manager:** Dawn Thompson

**Team:** Loftus, Hudson

**Description:** A facility planning area is defined as "a centralized sewer service area to be considered for possible wastewater treatment facilities within a 20-year planning period." CMAP is the state designated water-quality planning agency for the seven-county region, with responsibility for reviewing wastewater permits and facility plan amendment proposals to ensure consistency with the federally approved Illinois Water Quality Management Plan (of which the Areawide Water Quality Plan is a component). CMAP's Wastewater Committee considers the amendment application review conducted by staff and staff recommendation, and makes a recommendation to the Illinois EPA. Illinois EPA maintains final decision-making authority for amendments to the plan. Staff will also provide information, via an outreach and education effort, related to water quality plan implementation.

**Products and Key Dates:** Reviews as needed.

### 1<sup>st</sup> Quarter Progress:

- Continued revision of the Water Quality Management Plan Process and Procedures Manual. Met with staff to discuss the revisions. Emphasis was stressed on using the process as a tool to implement policies from GO TO 2040.
- Revised the draft scope of work for the FPA mapping website.
- Prepared public notices for the Lakes Region Sanitary District's (LRSD) FPA amendment request and the Village of Lemont's request. LRSD's request includes a transfer of 987 acres from the Northwest Lake (NW) FPA to the LRSD Sub-FPA of the NW FPA. The Village of Lemont's request includes a transfer 25.24 acres of land currently within the Illinois American FPA to the MWRDGC FPA.



- Developed public notices and signoff letters for several Level III amendment requests. The Level III requests included reissuance of NPDES Permits and approval of several SRF Loans.
- Updated the Level I and Level II amendment table for purposes of updating the FPA webpage. The table includes a list of all FPA applications reviewed by CMAP and the IEPA and decisions made by each agency on each request.
- Met with staff to discuss a RFQ for Water Resource Engineering Support. Following the discussion, drafted a RFQ for internal review and comments.
- Continued research to determine how many applicants (within the past 5 years) have acted on staff's recommendation and actually adopted ordinances that are comparable to CMAP's model ordinances.

## **2<sup>nd</sup> Quarter Objectives:**

- To develop necessary documentation for FPA amendment requests including reviews, additional needs letters, maps, and technical support as needed.
- To develop meeting materials for upcoming Wastewater Committee meetings.
- To continue the process of reviewing FPA Review Criteria and the WQMP Amendment Application for purposes of updating and revision.
- To draft and submit a letter to the IEPA addressing proposed changes to the FPA process.
- To continue an analysis to determine how many applicants (within the past 5 years) have acted on staff's recommendation and actually adopted ordinances that are comparable to CMAP's model ordinances.

## **Watershed Planning**

**Project Manager:** Tim Loftus

**Team:** Hudson, Thompson

Description Staff will develop a watershed based plan and TMDL implementation plan for three southwest Lake County watersheds. Following a watershed-based planning process, the plan will inventory the natural, human and man-made resources and begin the development of a watershed-based plan covering the three watersheds. The plan will be completed during FY 2014. The plan will include pollutant load allocations identified in a total maximum daily load (TMDL) report for nine impaired waterbodies (i.e., lakes). Among the nine lakes, eight have total phosphorus TMDL, two feature a fecal coliform TMDL, and one lake has a TMDL for dissolved oxygen. The lakes are grouped together in an approximately 25 square mile area covering three adjacent sub-watersheds within the Upper Fox River Basin: Cotton/Mutton Creek, Slocum Lake Drain, and Tower Lake.

**Products and Key Dates:** Near-monthly stakeholder meetings, development of a problem statement, goals, and objectives, quarterly progress reports due to Illinois EPA, and a watershed resource inventory due April 1, 2013. The final draft plan including an Executive Summary, a self-assessment of the plan and data entry into RMMS is due in the latter half of FY 2014.

### **1<sup>st</sup> Quarter Progress:**

Two public meetings for the 9 Lakes TMDL Implementation Planning project were conducted: July 25 and September 26. Meetings were conducted in the afternoon and attendance has been both good and diverse. Over the course of three discussions and an intermeeting e-mail exchange, the planning project has developed a problem statement, six working goals, and 16 objectives. The goals/objectives document, along with agendas, meeting notes, and other meeting material, are available via the Fox River Ecosystem Partnership website: <http://www.foxriverecosystem.org/9Lakes.htm>. Related to our meetings, considerable effort has been spent on developing our project database of interested people/parties for purposes of effective communication. The primary mode of communication is via e-mail.

Within our planning area, there are several existing local groups (e.g., lake associations) and one new local group – the Tower Lakes Drain Partnership. We are attending local meetings and coordinating to the extent possible with key representatives and others associated with these groups. Since local group meetings typically take place in the evening or at night, our planning project has effectively been broadened to be more inclusive of additional stakeholders who might not otherwise be able to attend our afternoon meetings. Goals and objectives developed for this project are also reflective of interests that are centered more locally on individual lakes.

The resource inventory is slow to develop due to the ongoing data discrepancies associated with watershed (i.e., planning area) boundary delineation. We are in close communication with the Lake County Stormwater Management Commission (SMC) which is in the best position to resolve the matter. SMC is working with Lake County GIS and their new digital elevation model to finalize the boundary. In the meantime, a menu of relevant datasets has been compiled for inclusion in the resource inventory.

CMAA issued a Request for Proposals (RFP) for a GIS-based modeling tool that will allow staff to identify watershed-wide opportunities for best management practices implementation. The RFP closes October 5.

An article about the TMDL implementation planning project was also written for an upcoming Illinois Lakes Management Association < <http://www.ilma-lakes.org/> > newsletter. On a related note, staff was invited to make a presentation about the project to a Municipal Advisory Committee (MAC) that meets bimonthly at the Lake County Stormwater Management Commission. The particular interest of the MAC centered on what TMDLs might mean for MS4s.

### **2<sup>nd</sup> Quarter Objectives:**

The next public meeting is scheduled for November 28. Work will progress on developing the resource inventory. A GIS-based modeling tool will be selected and its application for this project will be developed.

## **Watershed Management Coordination**

**Project Manager:** Tim Loftus

**Team:** Hudson, Thompson

**Description:** Staff will provide technical assistance, guidance, and/or regional coordination to water quality related planning and management activities led by others in the region. As funding allows, and consistent with the water quality management planning work approved by Illinois EPA, staff will direct efforts at those entities either undertaking watershed planning initiatives or implementation of an Illinois EPA approved plan. Such entities include those funded through the Clean Water Act or those focused on addressing CWA Section 303(d) listed (i.e., impaired) waters.

**Products and Key Dates:** Activities will be enumerated in the annual Water Quality Activities Report submitted to Illinois EPA at the end of each calendar year.

### **1<sup>st</sup> Quarter Progress:**

Staff:

- Reviewed the Silver Creek and Sleepy Hollow Creek Coalition's LTA application prior to submittal. The application requests assistance to amend community policies, regulations, and Codes and Ordinances within the watershed for the Cities of Crystal Lake and Mc Henry and the Villages of Prairie Grove, Bull Valley, and Oakwood Hills.
- Developed a second draft of CMAP's 319 website and a location map for each project. The webpage will give an overview of the program and summarize 319 projects managed by CMAP. Met with Holly H., Hala A., and Tim L. to discuss the draft webpage and map.
- Revised and submitted a Power Point presentation to the City of Crystal Lake for purposes of adopting the Silver Creek and Sleepy Hollow Creek watershed plan.
- Attended an Illinois EPA Public Meeting about the Des Plaines River / Higgins Creek Watershed Stage 3 TMDL Final Report.
- Sent an example "resolution of support," tailored a PowerPoint presentation, and presented to the United City of Yorkville Committee of the Whole in July overviewing the Blackberry Creek Watershed Action Plan and example resolution; the resolution was adopted at the board's next meeting;
- Reviewed and provided comments on the sections of the Village of Elburn's draft "Existing Conditions Report" chapter of their comprehensive plan that referenced aspects of the Blackberry Creek Watershed Action Plan.
- Continued with watershed plan distribution to several partners within the Blackberry Creek and Ferson-Otter Creek watersheds;
- With The Conservation Foundation (TCF) staff, began planning for the fall meeting of the Blackberry Creek Watershed Coalition;

- Assisted Dundee Township with their Nonpoint source Pollution Control Program Section 319 grant application for a Shaw Creek corridor restoration project
- Participated in the Lincoln Park North Pond Nature Sanctuary Master Plan - Technical Advisory Committee workshop on August 3 which focused on the topics of dredging, shoreline erosion control, wetland filters for water quality improvement, and water level management;
- Within the Silver & Sleepy Hollow Creeks Watershed, met with a stakeholder to observe the stream channel on their property and provided suggestions for stabilization approaches and grant opportunities;
- In support of the Hickory Creek Watershed Planning Group (HCWPG), met with Illinois EPA field staff to observe stream sampling and discharge measurement procedures; reviewed and provided comments on a revised draft stream monitoring QAPP (quality assurance project plan); prepared field data forms, example request for laboratory analysis sheets; and guidance for stream gage installation and daily readings; gathered monitoring equipment and supplies; and, along with Jesse Elam, conducted stream sampling training of Joliet, Mokena, and New Lenox staff;
- Participated in the monthly Fox River Ecosystem Partnership meetings, including a special strategic planning workshop session (and to note, in which CMAP was identified as an important partner);
- Participated in the monthly Tyler Creek Watershed Coalition meetings;
- Gave an overview of CMAP education, outreach, and technical assistance services at the September meeting of the Jelkes Creek-Fox River Watershed Planning group;
- Assisted with the development of a request for qualifications for water resources engineering technical support.

## **2<sup>nd</sup> Quarter Objectives:**

Staff will:

- Work with the Buffalo Creek Clean Water Partnership to analyze some WQ monitoring data.
- Develop maps for the Silver Creek and Sleepy Hollow Creek Watershed Plan Addendum.
- Prepare for and facilitate the fall meeting of the Blackberry Creek Watershed Coalition;
- Prepare for and co-facilitate the fall meeting of the Ferson-Otter Creek Watershed Coalition;
- Offer guidance and technical assistance as needed.

## **Volunteer Lake Monitoring Program (VLMP)**

**Project Manager:** Holly Hudson

**Description:** The Volunteer Lake Monitoring Program (VLMP) was established by Illinois EPA in 1981. Additional program guidance was developed in 1992 pursuant to the Illinois Lake Management Program Act (P.A. 86-939) and is found in the Illinois Lake Management Program Act Administrative Framework Plan, a report made to the Illinois General Assembly by the Illinois EPA in cooperation with other state agencies. CMAP staff coordinates Illinois EPA's VLMP for the seven county region (excluding Lake County since 2010), typically involving more than 50 volunteer monitors at 30 to 40 lakes. Staff provides additional lake management planning technical assistance to support the core program activities.

**Products and Key Dates:** Quarterly progress reports due to Illinois EPA, data review and management (ongoing), technical assistance (ongoing), audits of Tier 3 volunteers (July-August 2012), lake maps and monitoring site coordinates for new lakes in the program (November 2012), monitoring data QA/QC and editing in Illinois EPA's lakes database (December 2012), assistance with annual report preparation (as requested by Illinois EPA), distribution of Secchi monitoring forms to continuing volunteers (April 2013), volunteer training (May 2013) and follow up visits (as needed).

### **1<sup>st</sup> Quarter Progress:**

#### Project administration, coordination, and management:

- Reviewed and approved the VLMP portion of the monthly Water Quality Management Planning project invoices to Illinois EPA prepared by CMAP's accounting group;
- Prepared a 4<sup>th</sup> quarter FY12 progress report for CMAP and Illinois EPA;
- Rewrote the field notes and e-mailed PDFs of the evaluation forms to Illinois EPA of the 2011 Tier 3 audits of the volunteers at Wonder and Silver Lakes/McHenry Co.;
- Shipped additional chlorophyll sampling bottles and filtering supplies to the volunteer at Crystal Lake/McHenry Co.;
- Identified potential new volunteers for the 2013 season for Island Lake/McHenry-Lake Co. and Slocum Lake/Lake Co., provided them with additional VLMP information, and informed the Statewide and Lake Co. Coordinators;
- Requested additional copies of *A Guide to Illinois Lake Management* from Illinois EPA in order to provide several copies to a volunteer monitor at their upcoming homeowners association annual meeting and to restock our Publications Dept. supply.

#### Data management:

- Reviewed Secchi Monitoring forms received from volunteers, compared the data and information on the forms to the on-line data entries, wrote notes on each form regarding corrections needed, and mailed copies of the Secchi forms as well as volunteers' Tier 2 and 3 dissolved oxygen/temperature profiles to the Statewide Coordinator at Illinois EPA.

#### Technical assistance:

- Discussed bacteria testing with and provided a list of laboratories to the volunteer monitor at Virginia Lake/Cook Co.;
- Discussed the potential efficacy of aeration with the volunteer at Lake Campton/Kane Co. following a partial fishkill;

- Provided the water chemistry analysis results as available from Illinois EPA to the volunteers at Three Oaks Lake North and South, Lake Killarney, and Silver Lake in McHenry Co.;
- Continued to prepare a summary of historical and current VLMP data for Lake Killarney and Silver Lake in McHenry County for the volunteer monitors and their associated lake management committees (Lake Killarney Homeowners Association (HOA) and Village of Oakwood Hills, respectively);
- Attended the Lake, Park, and Fen Committee meeting at the Village of Oakwood Hills on July 12 and presented an overview of the VLMP Secchi, dissolved oxygen/temperature, and water chemistry data; and discussed lake issues, management options, and potential BMP opportunities with the Committee and attending residents.

#### Volunteer Training:

- Prepared materials for and conducted Secchi monitoring training of two new Tier 1 volunteers at Loveless Lake/DuPage Co.;
- Prepared evaluation forms and conducted audits of the Tier 3 volunteers at Deep Quarry Lake/DuPage Co., Silver Lake/McHenry Co., and Woods Creek Lake/McHenry Co.

#### **2<sup>nd</sup> Quarter Objectives:**

Continue to review Secchi Monitoring forms received from volunteers, compare the data and information on the forms to the on-line data entries, write notes on each form regarding corrections needed, and mail copies to the Statewide Coordinator at Illinois EPA; provide technical assistance to volunteers as requested; conduct end-of-season activities and next season planning as requested by Illinois EPA.

### **Water Pricing and Outreach**

**Project Manager:** Margaret Schneemann

**Description:** A training/technical assistance program, including several workshops, will be produced in partnership with others. Education and outreach products will be produced to address sustainable financing and conservation pricing. Drought pricing strategies will also be featured in a paper and presentation under the NOAA Coastal Communities Climate Adaptation Initiative. Support will be provided for a website which will be the primary source of information, with a focus on CMAP offerings related to education, outreach, training, technical assistance, and program integration with Illinois-Indiana Sea Grant and the University of Illinois – Extension.

**Products and Key Dates:** Develop pilot workshops for utilities covering budgeting and financial planning (September 2012), asset management (November 2012), and rate setting (Spring 2013). Presentations with outreach and educational materials including power points and factsheets, to community stakeholders regarding rate setting and full-cost pricing. Paper and presentation on drought pricing strategies

#### **1<sup>st</sup> Quarter Progress:**

- Two pilot workshops and one webinar delivered covering financial planning and asset management. In conjunction with partners, providing two communities with follow-up asset management technical assistance.
- Continuing work on Full Cost Pricing Manual layout.
- Conservation and drought pricing outreach materials provided to the Northwest Water Planning Alliance; presentation on full cost water pricing to National Sea Grant partners.

**2<sup>nd</sup> Quarter Objectives:**

- Continuing technical assistance support to communities who have received workshop training.
- Planning activities for spring workshop for Full Cost Pricing Manual Release.
- Update website with Full Cost Pricing Manual documents; integrate into new outdoor water conservation program website (IISG hosted).

# ENERGY IMPACT ILLINOIS (EI2) PROGRAM

**Program Oversight:** Daniel Olson

On April 21, 2010, the U.S. Department of Energy (DOE) announced that CMAP would be awarded a Retrofit Ramp-Up stimulus initiative grant for \$25 million to initiate a three-year energy retrofit program. This program was a competitive solicitation process that is part of the American Recovery and Reinvestment Act (ARRA) through the Energy Efficiency and Community Block Grant (EECBG) program administered by DOE. This project is a regional collaboration led by the Chicago Metropolitan Agency for Planning (CMAP) -- in partnership with the City of Chicago and the City of Rockford, and support from suburban and regional stakeholders. Energy Impact Illinois, formerly known as the Chicago Region Initiative for Better Buildings (CRIBB) or the Chicago Region Retrofit Ramp-Up (CR3), is working to transform the market to carry out energy-efficient retrofits across the residential, commercial, and industrial building sectors in northeastern Illinois. The project is significant in its potential to reduce the region's large energy footprint, incorporate private investment, and serve as a model for inter-jurisdictional collaboration.

Energy Impact Illinois is centered on addressing three key barriers to energy efficiency (EE) market transformation: access to information, access to finance, and access to a skilled workforce.

## EI2 Retrofit Steering Committee Support

**Team:** Olson, Plagman, Silberhorn

**Description:** Provides staff support to EI2 Retrofit Steering Committee, which includes CMAP and other stakeholders including the City of Chicago, utility companies and representatives from the private and non-profit sectors working within the energy efficiency sector. Meetings are held bimonthly and serve as forums through which Steering Committee members can collaborate and provide ongoing policy guidance for the EI2 program.

**Products and Key Dates:** Represent CMAP and provide program updates at EI2 Retrofit Steering Committee meetings; solicit policy guidance on key EI2 decisions; schedule and set agenda for ongoing bimonthly meetings.

### 1<sup>st</sup> Quarter Progress:

- Continued to schedule and coordinate bimonthly Steering Committee meetings (August 2012) and include key CMAP staff (Randy Blankenhorn, Jill Leary, Dan Olson, Emily Plagman, Joey-Lin Silberhorn)
- Provided bimonthly EI2 progress reports to Steering Committee members
- Involved Steering Committee with longer-term planning and decisions (up to 6-months in advance) surrounding relevant issues.



- Involved Steering Committee, particularly the utility representatives, in implementation discussions for EI2 to minimize program delivery overlap between EI2 and utility/DCEO sponsored efficiency programs.
- Solicited feedback in the form of proposal briefs from Steering Committee members on additional commercial building retrofit programs that may be able to utilize “clawback” funds from EI2’s commercial program

## **2<sup>nd</sup> Quarter Objectives:**

- Continue to schedule and coordinate bimonthly Steering Committee meetings (October and December 2012) and include key CMAP staff (Randy Blankenhorn, Jill Leary, Dan Olson, Emily Plagman, Joey-Lin Silberhorn)
- Provide bimonthly EI2 progress reports to Steering Committee members
- Involve Steering Committee with longer-term planning and decisions (up to 6-months in advance) surrounding relevant issues.
- Involve Steering Committee, particularly the utility representatives, in implementation discussions for EI2 to minimize program delivery overlap between EI2 and utility/DCEO sponsored efficiency programs.
- Begin soliciting program sustainability ideas to Steering Committee, particularly after received “Evergreen Funds” guidance from DOE, which is expected in October 2012.

## **EI2 Program Implementation**

**Team:** Olson, Plagman, Silberhorn, Tiedemann, CNT Energy

### **Description:**

All \$25 million of the EI2 grant funds were considered fully obligated as of November 18, 2011. By the beginning of Q1 of FY13 EI2 will have expended close to \$20.4 million of grant funds. The majority of the drawn-down funds are in place as credit enhancements (Loan Loss Reserves) for financial institutions, and in doing so, the EI2 program has acquired approximately \$114.5 million in committed private investment capital from the various financial institutions which is available specifically for retrofitting work. By the start of Q1 2013, it is estimated that \$10-15 million of this capital will be in the construction pipeline, with this amount subsequently increasing for the duration of the grant. EI2 administration will continue to expend funds at a rate of approximately \$300,000 a month.

**Products and Key Dates:** EI2 IS maintenance (ongoing), community outreach activities and continued use of “Two Energy Bills” marketing campaign, (ongoing); quarterly retrofit and spending targets associated with financing programs (ongoing, through FY13); and, workforce intermediary (ongoing, through FY13)

### **1<sup>st</sup> Quarter Progress:**

- Continued with Fleischman Hillard, CNT Energy, the City of Chicago, and other partners to maintain awareness and revamp the “Two Bills” marketing campaign into the latest “Dollars for Doing” campaign.
- Continued to focus on community-based efforts and the EI2 “houseparty” model to

foster consumer demand. EI2 hired 20 community outreach field organizers in August that were trained and deployed into the field by September. Initial efforts, coupled with the new \$1,750 incentive, have shown an increase in uptake in single-family retrofit activity.

- Maintained and adjusted EI2 website to reflect new residential program elements
- Maintained PositivEnergy Practice's EnCompass tool.
- Began discussions with City of Chicago and utilities on utilizing EI2 funds through the PositivEnergy practice contract to develop a commercial "Gateway Service" for building owners in the region – particularly those working through the parallel Better Buildings Challenge.
- Maintained MyHomeEQ residential building energy tool as part of the larger EI2 Information System and continue to improve user interface and data validation; increased budget by \$17,200 to accommodate greater contractor functionality in the tool.
- Worked with Delta Institute, utilities, and various lending institutions to implement Residential retrofit rebate program offerings to increase demand and retrofit activity. Program currently offers, in partnership with the utilities, a subsidized \$99 energy assessment incentive, in addition to covering 70% of the cost of work up to \$1,750 per home. Financing in the program remains in place, with EI2 subsidizing significant interest rate buydowns on loans. Loan rates are 0% for the first year, up to 8% after for 7-10 years.
- Worked with Priority Energy to drive demand and retrofit activity in the Home Performance Retrofit Rebate program. At the recommendation of DOE, raised rebate offering up to ~\$8,000 per home based on situation in order to drive a more comprehensive, whole home retrofit pilot.
- Continued to increase outreach and drive demand toward audits, applications, and completed retrofits for the Energy Savers (Multifamily Loan Loss Reserve) program.
- Worked with the Village of Oak Park to continue driving audits, finalize applications, and conduct retrofit work through the Multi-Unit Retrofit Improvement Loan Program.
- Worked with the City of Chicago to finalize additional loan closings and oversee construction on first couple buildings through the Multi-Unit Retrofit Improvement Loan Program; begin weekly review of all Davis-Bacon documentation. Renaissance Apartments are currently under construction with 117 units for retrofitting.
- Reduced funding for the Metropolitan Planning Council to adjust for lack of uptake in retrofit activity with selected employers and initiate associated loans for the Home Energy Renovations for Employees (HERE). Maintained funding at levels (~\$70,000) that accommodate employers that have signed up for this program, and appropriate remainder of funds to other areas.
- Worked with IFF to increase demand and retrofit activity in the Commercial Nonprofit Retrofit program and continue tracking audits, loans closed, and completed retrofits. Three completed retrofits; two at local nonprofits and one at a charter school are being reported this quarter.
- With CNT Energy, the Chicago Jobs Council, and the Centers for New Horizons – continued research and workforce alignment through the Workforce Intermediary.
- Continued work with SCIEnergy to drive demand and retrofit activity within the Commercial/Industrial Retrofit program. Clawed back \$4.5 million in loan loss reserve

funds to distribute to other areas of the EI2 program – bringing the total obligated amount to \$4 million. Additionally, set up \$1 million of that amount to be used as Technical Assistance funds for interested building owner that currently don't have the resources to undertake predevelopment energy studies that are required by the SCIenergy model.

## **2<sup>nd</sup> Quarter Objectives:**

- Continue to community-based efforts and the EI2 “houseparty” model to foster consumer demand through new field officer staff and “Dollars for Doing” marketing campaign.
- Work with newly developed “Retrofit Chicago” program to reach out to various City of Chicago partnerships, including aldermanic contacts.
- Maintain EI2 website and develop plan for transitioning ownership to CMAP/CNT staff.
- Maintain PositivEnergy Practice’s EnCompass tool and expand PEP’s role as commercial retrofitting “Gateway Service” in cooperation with the City of Chicago and the Better Building Challenge.
- Maintain MyHomeEQ residential building energy tool as part of the larger EI2 Information System and continue to improve user interface and data validation.
- Continue working with Delta Institute, utilities, and various lending institutions to implement residential retrofit rebate program offerings to increase demand and retrofit activity in addition to refining program delivery.
- Work with Priority Energy to drive demand and retrofit activity in the Home Performance Retrofit Rebate program.
- Continue to increase outreach and drive demand toward audits, applications, and completed retrofits for the Energy Savers (Multifamily Loan Loss Reserve) program. Develop tentative incentive program from submitted CIC proposal that looks to provide retrofitting funds directly to multifamily owners that don’t qualify for Energy Savers loan program.
- Work with the Village of Oak Park to continue driving audits, finalize applications, and conduct retrofit work through the Multi-Unit Retrofit Improvement Loan Program.
- Work with the City of Chicago to finalize additional loan closings and oversee construction of buildings through the Multi-Unit Retrofit Improvement Loan Program; continue weekly review of all Davis-Bacon documentation.
- Monitor the Metropolitan Planning Council’s Home Energy Renovations for Employees (HERE). Maintain funding at levels that accommodate employers that have signed up for this program, and appropriate remainder of funds to other areas.
- Work with IFF to increase demand and retrofit activity in the Commercial Nonprofit Retrofit program and continue tracking audits, loans closed, and completed retrofits. Explore potential incentives for nonprofits to complete retrofitting work.
- With CNT Energy, the Chicago Jobs Council, and the Centers for New Horizons – continue research and workforce alignment through the Workforce Intermediary.
- Continue work with SCIenergy (formerly Transcend Equity Development Corporation) to drive demand and retrofit activity within the Commercial/Industrial Retrofit program. Review and authorize incoming technical assistance funding requests.

## **EI2 Program Management**

**Team:** Olson, Plagman, Silberhorn, Tiedemann, CNT Energy

**Description:** CMAP serves as the lead agency managing the EI2 grant. CMAP continues to have ultimate responsibility for tasks including, but not limited to: grant execution, reporting and compliance to DOE, draw downs, payouts & finances, program development and strategic planning, competitive procurement processes, marketing efforts, management of the EI2 Retrofit Steering Committee and CNT Energy, and compliance with all federal regulations in accordance with the ARRA EECBG program. As the implementation agency, CNT Energy is assigned many of the above tasks and has developed an automated, computer-based protocol for many of the activities. The CMAP Project Manager has final responsibility for review and submission to DOE.

The original implementation plan developed by CNT Energy in FY11 was followed and minimally adjusted during FY12. For FY13, it is expected that some adjustment to existing finance programs will be necessary in order to accommodate limited demand in some building sectors. EI2 will update the plan throughout FY13 with these changes. CNT Energy will also be responsible for daily management of EI2 program implementation. They will continue to report directly to CMAP, and, under the advisement of the Steering Committee, be responsible for tasks including but not limited to: maintaining program development and strategic planning, continuing project management and oversight of all grant sub-recipients, project reporting, compliance and monitoring of sub-recipients, and compliance with all federal regulations in accordance with the ARRA EECBG program.

EI2 grant funds are set to expire on May 18, 2013, and the team will be working throughout FY13 with its subgrantees and DOE management staff to determine sustainability strategies for the programs in the post-grant period. During this process, EI2 staff will continue to incorporate best practices and lessons learned into its programs in order to provide the best program opportunities possible to the program's target audience.

**Products and Key Dates:** ARRA and DOE monthly (retrofit count) and quarterly (detailed financial and job reports) reporting due (7/2012, 10/2012, 1/2013, 4/2013); Additional grant-related documentation related to NEPA, the National Historic Preservation Act, and Davis-Bacon compliance (annually, or semi-annually); Timely receipt and payment on sub-recipient invoices (monthly); Sub-recipient site visits (semiannually); and grant closeout documentation (within 90 days of 5/18/2013).

### **1<sup>st</sup> Quarter Progress:**

- Completed all quarterly and monthly ARRA and DOE reporting requirements (7/2012).
- Continued working with DOE, CNT and Shaw Group (through CNT's implementation contract) to maintain compliance of all sub-grantees with reporting requirements for both ARRA and DOE.
- Continued extensive outreach to municipal and regional contacts about the EI2 program and identified other key stakeholders at a community level to disseminate information and gain participation by consumers in the CMAP region.
- Continued extensive community-based outreach directly with homeowners through various community events and workshops (e.g. Earth Day, Labor Day)
- Focused outreach efforts on community "houseparty" models
- Reviewed contractual goals of financial subgrantees to determine whether programs are meeting their targets. Developed revised incentives, particularly with the residential rebate program and SCIEnergy programs, to drive increased demand for financing. Develop remedial plans as necessary to ensure that target retrofit goals are met. Initiated \$3.5 million in clawback from SCIEnergy to distribute to other, more successful programs.
- Continued to improve and institutionalize standard administrative practices for EI2 grant program and make all subgrantees aware of these best practices.

### **2<sup>nd</sup> Quarter Objectives:**

- Review and incorporate imminent "Evergreen Fund" guidance from Department of Energy in planning for program sustainability beyond May 2013 deadline
- Complete all quarterly and monthly ARRA and DOE reporting requirements (7/2012).
- Continue working with DOE, CNT and Shaw Group (through CNT's implementation contract) to maintain compliance of all sub-grantees with reporting requirements for both ARRA and DOE.
- Finalize contract amendments and obligation amounts from recently clawed back funds from SCIEnergy.
- Continue ramping up houseparty model through the fall through efforts by EI2 outreach field officers.
- Analyze EI2 reporting process for DOE/ARRA during DOE Q3 reporting process (October 2012). Develop strategies and responsibilities to streamline efforts for future reporting period

## **EI2 Program Evaluation**

**Team:** Olson, Plagman, Silberhorn, Dowdle

**Description:** EI2 will regularly evaluate program progress in coordination with CNT Energy and the EI2 Retrofit Steering Committee. Evaluation will be based primarily off the established set of metrics for the program that has been developed through DOE

During FY13, monthly evaluation reports containing these progress numbers will be prepared by CMAP as obtained from sub-grantees and shared with the Retrofit Steering Committee. All reports will be aligned and in compliance with ARRA reporting requirements.

**Products and Key Dates:** Reporting to DOE (monthly and quarterly; 2013), progress reports from CMAP to E12 Retrofit Steering Committee (bimonthly).

**1<sup>st</sup> Quarter Progress:**

- Continued to review finance program efficacy and institute remedial actions necessary to allow financial subgrantees to ensure progress on their retrofit totals. Scaled down or clawed back from programs that were not performing against stated contract goals (MPC, Oak Park, SCIenergy)
- Developed contingency plans for programs that are failing to meet their stated goals and begin implementation of these plans in by September 15<sup>th</sup> Board Meeting.
- Completed all quarterly and monthly ARRA and DOE reporting requirements. (July 2012)

**2<sup>nd</sup> Quarter Objectives:**

- Continue to complete all quarterly and monthly ARRA and DOE reporting requirements. Include semiannual Historic Preservation and NEPA reporting forms.
- Prepare for onsite DOE visit – November 5-6th.

# INFORMATION TECHNOLOGY MANAGEMENT

**Program Oversight:** Matt Rogus

This program provides for the design, acquisition, deployment and management of computing and telecommunications resources at CMAP. This program also facilitates the electronic exchange of raw data within and between CMAP and other agencies and organizations.

## Internal Hardware and Software Management

**Project Manager:** Matt Rogus

**Team:** DuBernat, Stromberg, Tiedemann, contract support

**Description:** CMAP's daily operation depends on a robust and functional computer network for data analysis, work program documentation and employee communications. This project consists of daily management and monitoring of internal computer network performance. It includes the acquisition, licensing, installation and maintenance of all software applications, as well as server hardware systems and other related equipment. It also provides limited user-support to CMAP employees.

**Resources:** Server and workstation hardware, data storage, desktop software applications.

**Products:** Agency data products, documentation, and employee communications.

### 1<sup>st</sup> Quarter Progress:

- Implemented upgrade to H & S drives with mirrored file distribution
- Implemented upgrade to Microsoft Exchange database distribution
- Implemented software upgrades of ESRI products to 10.1 to test group
- Implemented complete Phase 3 of plan for improved networking backbone design
- Completed testing of network failover for CMAP domains
- Implemented web filtering protection solution on local network
- Implemented camera and sensors in server room as part of APC UPS implementation Phase 3 – Central Monitoring System
- To continue implementing new IT equipment from FY12 procurement plan
- Began researching new network storage solutions

### 2<sup>nd</sup> Quarter Objectives:

- To implement software upgrades of ESRI products to 10.1
- To implement upgrade of INRO transportation modeling software
- To complete Phase 2 of IFAS system BC plan, VM failover and remote data center
- To implement network failover for CMAP domains
- To implement failover device for web filtering protection solution on local network
- To continue with APC UPS implementation Phase 3 – Central Monitoring System
- To complete wireless network upgrade for CMAP network

- To continue implementing new IT equipment from FY12 procurement plan
- To acquire and implement new storage solutions for CMAP network
- Post RFP for IT support services

## **Web Infrastructure Management**

**Project Manager:** Lance Tiedemann

**Team:** Garritano, Reisinger, Sanders, Stromberg, Rogus, contracted support

**Description:** CMAP currently relies heavily on Web-based communication to carry its planning and policy messages. Internally, document management has reached critical mass requiring a structured content management system. Web-based data services are still in the development stages, but will become increasingly central to agency deployment of technical analysis content. This project consists of daily management and monitoring of internet and Web services at CMAP. It includes technical administration of CMAP's production Web services including the main Web site and the agency SharePoint intranet.

**Resources:** Web servers and software applications

**Products:** CMAP Website, SharePoint Intranet, Web data servers

### **1<sup>st</sup> Quarter Progress:**

- Created eight new tutorials for CMAP intranet functionality
- Planned and provisioned several new SharePoint project sites for staff
- Performed ongoing SharePoint system monitoring and maintenance
- Reviewed and updated security certificate assignments before implementing a new unified communications certificate.
- Finalized ongoing Liferay password-policy upgrade
- Provided Liferay account-administration support
- Created PayPal conference registration functionality for Sole and Spokes events in Liferay
- Resolved TIP mapping issue in Liferay
- Tested DNS failover implementations

### **2<sup>nd</sup> Quarter Objectives:**

- Setup mirrored data on the SharePoint development site from the production site
- Finalize SharePoint resource site template implementation
- Upgrade CMAP SharePoint templates



- Research and implement network security monitoring service

## **Office Systems Management**

**Project Manager:** Penny Dubernat

**Team:** Brown, Kelley, Rivera

**Description:** Staff productivity depends on robust systems for managing office operations. This project includes technical support of office support systems including telephone, mobile communication, fax, copiers, web conferencing, audio-visual, etc.

**Resources:** Software applications, telephone system, copiers and printers

**Products:** Telephones, internet services, computer peripherals, copiers and printers.

### **1<sup>st</sup> Quarter Progress:**

- Completed an analysis of printing usage statistics in preparation for an RFP for new printing equipment.
- Re-homed Avaya phone system equipment to the Village of Crete

### **2<sup>nd</sup> Quarter Objectives:**

- Review recommendations from the Communications Department detailing their anticipated production needs for the future.
- Completion of the Print Shop Analysis Report with recommendations for management review.

## **User Support**

**Project Manager:** Ben Stromberg

**Team:** Brown, Kelley, Rivera, intern

**Description:** Serve as training and instructional resource for internal users. Serve as technical intermediary in resolving IT related problems encountered by CMAP staff.

**Products:** Documentation of training and instructional resources. Documentation of IT related problems encountered by CMAP staff.

### **1<sup>st</sup> Quarter Progress:**

- Completed 207 help desk tickets and requests for CMAP staff
- Configured a test wireless network that can access CMAP's network
- Implemented a Wireless Multi-media connector for the portable TV's
- Created a document on how to backup and restore the IFAS database
- Created new PC images for the Lenovo S20 workstations

- Distributed new HP laptops while phasing out the older models
- Began phasing out the 7700 model HP desktop computers in the office
- Updated all Adobe Creative Suite software users to version 6

**2<sup>nd</sup> Quarter Objectives:**

- Create a how to document for the security door system
- Test and implement the new version of Microsoft System Center Service Manager (help desk software)
- Continue to upgrade staff PC's and laptops
- Continue to update user documents for staff as needed
- Continue to assist staff with PC/phone problems as needed



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The Chicago Metropolitan Agency for Planning (CMAP) is the region's official comprehensive planning organization. Its GO TO 2040 planning campaign is helping the region's seven counties and 284 communities to implement strategies that address transportation, housing, economic development, open space, the environment, and other quality of life issues.