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CMAP Staff Quarterly Progress Report

3rd Quarter

Fiscal Year 2009

**CHICAGO METROPOLITAN AGENCY FOR PLANNING
QUARTERLY REPORT FOR 3rd Quarter of FY 2009**

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LONG RANGE PLANNING: GO TO 2040 DEVELOPMENT, VISUALIZATION, AND PUBLIC PARTICIPATION

Program Oversight: Management Staff, Bob Dean

This program implements our mission to integrate transportation and land-use planning. Projects under this program will develop the methodology, data and information resources, modeling and planning tools and engagement process to create a Regional Comprehensive Plan.

Regional Snapshot Reports

Project Manager: Bob Dean

Team (will lead or contribute to products listed below): Ahmed, Alford, Banks, Byrne, Deuben, Elam, Hallas, Heery, Maloney, O'Laughlin, Patronskey, Pietrowiak, Rademacher. Outreach and Communications on Snapshot reports: Hardy, Lawson, Torres, Weiskind.

Description: These reports will study planning issues which will need to be addressed in the Regional Comprehensive Plan. These provide baseline information concerning these planning issues and their relationships to CMAP's areas of focus. The preparation of each snapshot will be managed individually, though consistent results will be achieved. Snapshots currently being prepared are listed below. In addition to these topics, the Chicago Community Trust will be leading and funding snapshots on topics including education, health, food policy, arts and culture, safety, and human relations, and CMAP staff will be involved in supporting the preparation of these reports.

Products and Key Dates: Approximately quarterly snapshot reports on specific planning issues. Project managers are listed in parenthesis.

- business location decisions (Maloney)
- cluster analysis (Rademacher)
- Latino population (Hallas)
- aging (Pietrowiak)
- air quality (Patronskey)
- residential locations (Byrne)
- land use inventory (Clark)
- freight (O'Laughlin)
- green infrastructure (Elam)
- energy (Heery)
- support for reports led by CCT (various)

3rd Quarter Progress:

- Presented initial findings of air quality snapshot to Planning Committee.
- Presented snapshots on jobs-housing balance and Latino population growth to Planning Committee and received approval for release.
- Designed and released final Latino snapshot.

- Continued development of aging, industry clusters, freight, business location decisions, and residential location decision snapshots.
- Continued to manage work on energy and greenhouse gas snapshots, with expected release during the 4th quarter.
- Received draft reports from work on human and community development topics.
- Initiated land use inventory snapshot.

4th Quarter Objectives:

- Release jobs-housing balance snapshot.
- Present industry clusters snapshot to Planning Committee and receive approval to release.
- Prepare air quality and business location decision snapshots for expected 1st quarter FY 10 release.
- Receive final materials for energy and greenhouse gas snapshots and determine release schedule.
- Continue work on aging, freight, land use inventory, and residential location decisions snapshots.
- Finalize reports from work on human and community development topics.

Strategy Analysis: New Report Preparation, Online Maintenance, and Continued Improvement

Project Manager: Bob Dean

Team: Ahmed, Aleman, Alford, Banks, Byrne, Deuben, Elam, Heery, Maloney, Murtha, O’Laughlin, Ostrander, Pietrowiak, Reise, Talbot, Williams-Clark, other relevant staff.

Description: The strategy analysis will be a central piece of the scenario evaluation process. It will identify potential implementation strategies and analyze what would occur if these strategies were implemented, using sample indicators to guide the research process. Approximately 50 strategies are currently expected to be analyzed through this process. Each white paper will be led by a different staff person, though fairly consistent results will be achieved. Three major sub-tasks within this overall task are identified:

- maintenance of online reports (responding to reader comments)
- continued improvement (updating reports based on new information, preparing new or improved maps or charts, tracking relevant news stories or other reports related to topics)
- preparation of new reports on subjects not covered in FY 08

Products and Key Dates: Series of white papers on the strategies identified for potential inclusion in the *GO TO 2040* plan, to be produced and released in online format by fall 2008.

3rd Quarter Progress:

- Posted internally prepared strategy reports on five topics.
- Received draft report from economic development consultants on one topic.

4th Quarter Objectives:

- Post internally prepared strategy reports on five topics.
- Receive reports from economic development consultants on four topics.
- Complete and post Volpe report on two topics.

Indicator Design: Collection of Baseline Data, Performance Measures, and Website Development

Project Manager: Andrew Williams-Clark

Team: Elam, Ferraro, Sanders, Wies, G. Wu

Description: Indicators will be used to assess the effectiveness of potential strategy recommendations and to track progress toward plan accomplishment in future years. This activity is being undertaken in partnership with the Chicago Community Trust. Indicator design, which is largely being conducted in FY 08, will be completed in fall 2008 (please see the “indicators workshops” task below for details on the stakeholder involvement process). Collection of data to establish a baseline, which will be used to compare future scenarios against, will be a major part of this activity. When complete, the identified regional indicators will be communicated through an interactive website, and the design of the functionality of this website will also occur in FY 09.

Products and Key Dates: The major product will be the identification of three sets of indicators: for a “data warehouse;” for tracking purposes; and a smaller subset of these for forecasting/modeling purposes. The tracking indicators will be endorsed in fall 2008.

3rd Quarter Progress:

- Approximately 30% of acquisition tasks are complete.
- Board approved Open Indicators procurement.
- Questionnaire for municipal survey is under development.

Plan for visualization release has been revised with first releases beginning in Summer 09. Three visualizations are complete at this time.

4th Quarter Objectives:

- Continue acquisition of indicator data.
- Complete draft municipal questionnaire.
- Revise plan for remaining CCT funds devoted to Indicators Project.
- Complete wire frame of indicators website to inform RFQ revisions.
- Develop and implement schedule for public release of indicator visualizations, now expected to begin in the 4th quarter of FY 09 or 1st quarter of FY 10.

Scenario Design and Evaluation: Forecasting and Projections

Project Manager: Kermit Wies

Team: Dean, Stratton

Description: Forecasting and Projections involve the quantitative and systematic analysis of scenarios being considered in developing the long-range plan. All “plan scenario” assessments are the product of comparison to a “reference scenario”. The reference scenario is initially represented by datasets prepared with the best available forecast information. Each type of assessment is bracketed by pre-defined quantitative indicators and evaluation criteria that correspond to the strategies that comprise the scenarios.

Products and Key Dates: Datasets of socioeconomic and land use distributions suitable for assessing the effects of regional planning strategies at a small geographic scale. Reference scenario is to be complete by September 2008 with scenario datasets being developed throughout FY2009 in response to policy refinements associated with the plan development process.

3rd Quarter Progress:

- Finalized reference scenario household values including full population synthesis.

4th Quarter Objectives:

- Establish reference scenario employment forecasts
- Transform strategy analysis modeling into scenario modeling work
- Conduct initial scenario modeling and produce scenario forecasts.

Scenario Design and Evaluation: Regional Assessment

Project Manager: Kermit Wies

Team: Alford, Banks, Deuben, Elam, Heery, Heither, Maloney, Stratton, Williams-Clark

Description: The Regional Assessment is the quantitative and systematic analysis of scenarios being considered in developing the long-range plan. All “plan scenario” assessments are the product of comparison to a “reference scenario”. The reference scenario is initially represented by datasets prepared with the best available forecast information. Each type of assessment is bracketed by pre-defined quantitative indicators and evaluation criteria that correspond to the strategies that comprise the scenarios. (It may also be desirable to establish a “budget” for use in evaluating scenario costs and benefits. This would necessitate a unit cost evaluation for each strategy and a cross-indicator weighting strategy.) The regional assessment will have components focused on demographics, economy, environment, housing, human services topics, land use, and transportation. For each of these components, work tasks will include generating “reference” measures for each indicator and developing and applying procedures for calculating changes these indicators based on the content of alternative scenarios.

Products and Key Dates: The major product will be an assessment of the effect of each alternative scenario on the identified indicators. This effort will be complete by spring 2009.

3rd Quarter Progress:

- Continued analysis and modeling of individual strategies, including involvement of subject area experts.
- Planned and held “panel discussions” for six strategies, and developed materials to support future panel discussions.
- Continued development of approach for evaluating scenario results incorporating approved measures/indicators.

4th Quarter Progress:

- Begin evaluating scenario forecasts.
- Continue to hold panel discussion on strategy analysis.

Scenario Design and Evaluation: Web Interface Design

Project Manager: Lindsay Banks

Team: Alford, Garritano, Ostrander, Sanders, Weiskind, Tiedemann

Description: The *GO TO 2040* website will be a key communication tool during the scenario design and evaluation process. There will be continual updates to the site, which will be used to post documents, communicate results of public outreach processes, and provide forums for discussion of regional issues, among other capabilities. A blog that features contributions by CMAP staff and outside writers will be among the key communication tools.

Products and Key Dates: Ongoing.

3rd Quarter Progress:

- Continually updated website, adding new content as it was produced (including strategy reports and panel discussion elements)
- Completed PAO for improved Idea Zone and main page content
- Posted blogs at a rate of about 6 - 8 blogs per month
- Began tracking hits to website, analyzing press releases and media mentions
- Implemented new social media feeds

4th Quarter Objectives:

- Incorporate Metroquest into main GO TO 2040 page
- Continually update and improve website
- Finish posting of all strategy reports
- Continue posting blogs, at a rate of about 7 per month

Scenario Design and Evaluation: Online Tools and Interactives

Project Manager: Erin Aleman

Team: Banks, Ostrander, Weiskind, Williams-Clark

Description: An interactive online tool to engage the public in scenario evaluation will be developed. This tool is expected to educate users concerning the links between policies and outcomes, as well as gathering input concerning preferences. This project also includes the development and implementation of design workshops to be held in spring 2009.

Products and Key Dates: The online interactive tool will be ready for use during the major public comment period for scenario evaluation in summer 2009.

3rd Quarter Progress:

- Received final version of MetroQuest application.
- Held a facilitator training session on both software and workshops
- Beginning to implement our outreach plan
- Presented MQ to the CMAP Board and Citizens' Advisory Committee
- Design Workshops: Paired architects with communities and many of the workshops are underway; developed presentation; developed poster template; Have 13 committed design teams, still need 3 more teams; Developed an honorarium form for architects.

4th Quarter Objectives:

- Continue workshop training sessions. Host friendly run-through with MPC and RTA staff on April 22nd.
- Continue to schedule workshops across the region. Presently we have 9 scheduled; Schedule staffing, develop materials checklist, coordinate and confirm additional workshops
- Develop marketing and reporting materials for workshops
- Hold workshops

Major Capital Projects

Project Manager: Ross Patronsky

Team: Banks, Rodriguez

Description: Per federal requirements, a fiscally constrained list of major transportation capital projects will be included in the *GO TO 2040* plan. These will be evaluated for inclusion in the plan based on criteria to be developed during fiscal year 2009.

Products and Key Dates: A methodology to evaluate and select major capital projects for inclusion in the plan will be prepared by the end of fiscal year 2009.

3rd Quarter Progress:

- Contacted implementers to update information on projects currently in RTP. Sent separate letter to update proposals not included in the RTP and to give implementers the opportunity to submit new proposals, if any.
- Began verification of network coding of projects.

- Completed research on best practices.
- Initial draft of evaluation measures prepared. Draft sent to Transportation Committee and released for public comment and committee review. Discussed incorporation of capital project information into public engagement.

4th Quarter Objectives

- Complete committee review and public comment on evaluation measures. Obtain Board and MPO Policy Committee concurrence in measures.
- Obtain updated data on RTP projects, proposals not in RTP, and any new proposals.
- Verify network coding; update as necessary.
- Develop materials to incorporate capital project information into public engagement.

Financial Plan

Project Manager: Matt Maloney

Team: Schaad, Alford

Products and Key Dates: The region's new comprehensive plan will include:

- A planning assessment of the region's existing public finance;
- Assessments of the financial ramifications of *GO TO 2040* strategies;
- A strategy for financing the plan's recommendations (Ongoing to coincide with development of the "preferred scenario").

3rd Quarter Progress:

- Financial assessments for strategies continue, to coincide with Plan development.
- Received final draft of brownfields financial assessment from consultant.
- Collected data on historical transportation revenues for forecasting purposes and forecasted revenues for MFT, vehicle registration and other revenues.
- Continued to collect transportation unit costs for estimating the costs of scenarios. Estimation of transportation scenario costs has begun.
- Began study of municipal sales and property tax distortions with consultant.
- Finalized Census data sets and various Department of Revenue data sets for further tax capacity analysis.

4th Quarter Objectives:

- Complete draft of part I of financial plan.
- Continue assessing strategy and scenario costs with an emphasis on the transportation components.
- Receive draft mapping and analytical work from consultant on sales and property tax distortions.
- Work internally to analyze and map municipal tax capacity across the region.
- Continue monitoring financial forecasting work both internally and by the RTA.

Indicator Workshops

Project Manager: Ty Warner

Team: Williams-Clark, C&TA staff, External Relations staff, Planning and Programming staff.

Description: Series of workshops with major stakeholders to present the recommended indicators to be used in the scenario evaluation process. Their purpose is to engage stakeholders in identifying the most useful indicators to be used in this process and educate them about the analysis that CMAP has conducted in this area. The workshops should be targeted toward local governments and other major planning partners.

Products and Key Dates: These meetings should take place in early fall.

PROJECT COMPLETED

Strategy Analysis Workshops

Project Manager: Ty Warner

Team: Heery, C&TA staff, External Relations staff, Planning and Programming staff.

Description: Series of regional workshops on the major implementation strategies that will be featured in scenario evaluation. The purpose of the workshops is to review the findings of the strategy reports and the comments that have been received, and review CMAP's expectations of the effects of each strategy on the identified indicators. The workshops are geared toward experts in the field and major stakeholders, and provide an opportunity to review the assumptions that will go into the measurement and modeling for the scenario evaluation process.

Products and Key Dates: Series of stakeholder meetings, each on a major strategy that will be a variable in the scenario evaluation process (fall 2008 and winter 2008-09).

PROJECT RESCOPED – SEE UPDATE ON “PANEL DISCUSSIONS” IN SCENARIO ANALYSIS SECTION.

Scenario Design and Evaluation: Public Involvement and Materials Design

Project Manager: Hubert Morgan

Team: Banks, Williams-Clark, Lawson, Pineyro, Torres, Weiskind

Description: This project will support the design and evaluation of the comp. plan by developing the method/process and the necessary tools and materials to inform and engage the public during indicator and scenario development stages of the plan.

Products and Key Dates: Engagement method/process, facilitator guide and support materials

- Develop a method to engage audiences related to indicators (July 2008)
- Develop a method to engage audiences related to scenarios (July - Oct 2008)

- Develop tool and materials for indicator engagement (July 2008)
- Develop tool and materials for scenario engagement (Oct.- January 2009)
Test methods, tool and materials (January – February 2009)

3rd Quarter Progress:

- Submitted grassroots events and other outreach activities for spring and summer to ER and executive staff.
- Identified strategic approach to 50 summer workshops Using *GO TO 2040* Partners, Board and CAC members.
- Developed exhibit activity for grassroots events for public engagement.

4th Quarter Objectives:

- Finalize all summer grassroots events for *GO TO 2040* and place on External Relations calendar. Design and procure public engagement for grassroots events.
- Develop a staffing plan (including training) for event coverage.
- Confirm and order give-a ways for summer grassroots event
- Train ER staff on exhibit for grassroots events.

Scenario Design and Evaluation: Major Public Comment and Management

Project Manager: Hubert Morgan

Team: Allen, Bright, Hardy, Lawson, Pineyro, Torres, Weiskind

Description: To actively manage the major public comment processes to include event logistics, staffing, reporting of comment results on website and through written reports when necessary. Ensure information gathered is in a format that can interrupted and summarized for reporting engagement results.

Products and Key Dates:

- Develop a method to summarize and report scenarios engagement results (August 2009 – Ongoing)
- Provide timely and accurate reports of the engagement activities. (Ongoing)
- Scenario Selection Pub/Comment (March-August 2009)

3rd Quarter Progress:

- Identified key groups that will need reports or presentations of public input – legislators, COGs, media, stakeholders, and others.

4th Quarter Objectives:

- Continue to work with planning staff and MetroQuest to identify easiest way to collect information to best inform the plan and make available to the public.

Partner Management

Project Manager: Gordon Smith

Team: Aleman, Allen, Bright, Hardy, Lawson, Morgan, Pineyro, Torres

Description: This program supports the comprehensive planning process by coordinating and managing staff activities in responses to community and technical assistance and outreach request from partners and the general public for service not limited to the following areas:

- Outreach efforts
- Public Information activities
- Requests to Participate
- Technical Assistance requests as to the comprehensive plan.

As a management tool this process will assist and allow management to track the progress of activities and service requests and to build CMAP's central database for future invites, announcements and mailings. This should probably note the different types of activities that constitute involvement. For examples, design-focused partners could help by participating in a local design workshop, nonprofit groups could host meetings to discuss scenarios, etc. The purpose of the partner management task should be to find an appropriate and useful activity for any group who expresses interest in our work.

Products and Key Dates:

- Database to track partner interaction with the GO TO 2040 campaign (Ongoing)
- The database will inform the CMAP central contact list (Ongoing)
- Bold Ideas Contest Program

3rd Quarter Progress:

- Recruited nearly 80 more GO TO 2040 partners – including municipalities, community-orgs, and businesses from community conversations meetings and email blasts – totaling the GO TO 2040 Partners at 183, including Harris Bank, Village of Huntley, NIRPC, Village of Wauconda. The full list is available online at goto2040.org/partners.aspx
- Reached out to various partners to aid in kiosk and workshop hosting.
- Confirmed six schools to participate in Bold Ideas program: Bloom Trail, Waukegan, Westmont, Highland Park, Veterans Memorial, and Bolingbrook.
- Finalized all Bold Ideas with Chicago Botanic Garden

4th Quarter Objectives:

- Continue to identify key partners as hosts for summer workshops and kiosks.
- Invite and encourage attendance for the Kick-off meeting.
- Finalize CBG Bold Ideas Contest
- Confirm all high school Bold Ideas final event details – locations, media, invites, etc.

Community Conversations Program

Project Manager: Hubert Morgan

Team: Allen, Bright, Hardy, Lawson, Morgan, Pineyro, Torres

Description: This starter kit will provide information to the general public through ongoing “conversations” to engage (feedback) participants in the Go To 2040 campaign (and CMAP’s ongoing planning). The “Conversation” has three formats: Staff directed conversations, Work place conversations, and self-directed conversations. These provide the opportunity to share 2040 content, and have the feedback to enhance the participatory work CMAP strives for.

Products and Key Dates: Resource Guide for Community Conversations, CMAP DVD, Facilitator Guide, “Do-it-Yourself” kit, and other printed materials including a map of the region.

- Resource Guide for Community Conversations will be an ongoing CMAP tool, focus will reflect the 2040 process for the next few years
- Resource Guide for Community Conversations will be ready mid-summer (August)
- Schedule: Four (4) Community Conversations per month.

3rd Quarter Progress:

- Hosted 19 Community Conversations., exceeding the four per month objective
- Scheduled and facilitated 18 Community Conversations throughout the region.
- Community conversation reports 30% complete and published to the web.

4th Quarter Objectives:

- Conclude all Community Conversations by mid-May.
- Complete reports for phase II of Community Conversations and any pending from Q2 & Q3
- Continue to work with planning staff to develop reporting tool useful for scenario development and plan development.

Future Leaders in Planning (FLIP)

Project Manager: Hubert Morgan

Team: Aleman, Torres, Williams-Clark

Description: This is a new leadership development program for high school students (sophomores and juniors). Selected participants will collaborate with and learn from elected officials and planners who are developing the new *GO TO 2040* comprehensive regional plan. The program runs from September 2008 to March 2009 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 will go “behind the scenes” to explore our region’s communities. Topics include: transportation, air quality, human services, land use, water supply and air quality. 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 guide with application, Program curriculum, CMAP Guide, and other printed materials including a map of the region.

Task timeframe:

- Student selection & notification (early June)
- Intern to develop curriculum (summer)
- Partner commitments (summer)

The **FLIP** program begins in early September 2008 and continues through early March 2009.

The dates are as follows:

1. September 13, 2008 Orientation for participants and their families
2. October 4-5, 2008 Retreat (for students only; mandatory)
3. October 25, 2008 Session 1
4. November 15, 2008 Session 2
5. December 6, 2008 Session 3
6. January 10, 2009 Session 4
7. February 7, 2009 Session 5
8. April 23, 2009 (Saturday) Final Presentation

3rd Quarter Progress:

- Completed FLIP retreat
- Monthly meetings with DePaul University to refine the planning curriculum
- Completed all final sessions with FLIP partners and students.
- Coordinated budget needs for future meetings.
- Finalized final FLIP presentation at Alder Planetarium and materials associated with this project – invites, flyers, emails, etc.

4th Quarter Objectives:

- Develop draft report on First year of FLIP activities.
- Justification and budget development for next year
- Begin a call for next round of FLIP students.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Program Oversight: Management Staff, Patricia Berry

This program develops the region's TIP. Federal, state and local legislation and regulations must be analyzed and influenced to assure CMAP's TIP addresses regional priorities identified through existing Plans and the evolving GO TO 2040 Plan. The region is required to develop and maintain a fiscally constrained TIP which, together with the region's Plan, is conformed to the State's Implementation Plan to attain national ambient air quality standards. In addition to the regional priorities and fiscal and air quality considerations, regulatory elements must be addressed in the TIP. Specific attention to the trade offs among and between local, state and regional programs is essential as the regional, national and global fiscal reality shifts. CMAP must provide the best available technical assistance and analysis to maintain the system in as good a state of repair as possible with extremely limited funds, at the same time preparing to implement priority programs and projects consistent with the region's vision if and when the federal, state and regional resources allow.

TIP Development and Implementation

Project Manager: Teri Dixon

Team: Berry, G. Johnson, Schaad, Krell, Sanders, Ferguson, Ostlick, Patronsky, G. Smith, Kopec, Kos, Pietrowiak. Overall TIP Outreach: Allen, Bright, Morgan, Pineyro, Weiskind.

Description: Work with local, county, state and national partners to assure regional priorities are addressed and all available funding is used efficiently. Continually assess and influence capital and operational status of the transportation program to assure land use connection, preservation and improvement of our environment and sustainability of economic prosperity. Assure consideration of regional priorities regardless of fund source or implementing agency.

Products: Continually amended and modified Transportation Improvement Program reflective of the region's policy, strategy and funding positions (Ongoing).

Amended and modified CMAQ and locally programmed STP Program (October 2008). Visual representation of the information in the TIP database (July 2008).

Obligation report (annual). Expenditure reports for local programs (quarterly).

Active program management reports for STP (ongoing).

3rd Quarter Progress:

- Began live entry of data into new TIP database.
- Maintenance contract for new TIP database executed.
- Completed scope of work for phase II database development contract. Obtained IDOT concurrence. Sent scope to contractor for final review before executing contract.
- Conducted training for implementers in use of new TIP database.

- TIP Visualization system (TIP Interactive Map) is in place and request for public input has begun. Made presentations on the beta version to various CMAP committees and the IDOT Fall Planning Conference.
- Continue day-to day activities for the TIP, including amendments and modifications
- Update of the existing TIP
- Assist programmers with issues involving the TIP
- Continued monitoring of TIP projects, fund source, cost and progress
- Continuous update of programming marks and projects.
- Creation and updating of expenditure reports
- Working with all programmers to ensure aggressive spending of funds
- Keep programmer apprised of potential rescissions
- Monitoring projects and programs in order to avoid rescissions
- Update TIP brochure
- Create and monitor Marks Table
- Development and posting of 2005, 2006, and 2007 obligation report
- Staffed COG meetings to clarify and explain TIP and regionwide expenditures.
- Updated the status of CMAQ projects contacted concerning completion years and project initiation dates.
- Recommended two CMAQ projects to the Projection Selection Committee for the withdrawal of funding due to lack of progress. The Committee reviewed the projects and decided to take no action at this time.
- Attended a workshop of the RTA's BRT Inter-agency Working Group on the BRT initiatives in Kansas City and Minneapolis.

4th Quarter Objectives:

- Complete corrections to new TIP database bugs found during data entry by implementers.
- Development of updating TIP documentation
- Expenditure reports updated
- Completing possible rescission table
- Completing FFY08 obligation report
- STP funding review
- Tracking FFY 09 obligations
- Update new TIP database with changes through upcoming deadlines.
- Execute phase 2 contract with database consultant.
- Contact sponsors of CMAQ projects programmed prior to 2007 with the help of the Planning Liaisons for the purpose of adjusting the programming into a multi-year format.
- Conduct the first semi-annual review of projects that have CMAQ funds programmed for them. Assess the status of projects for the potential to meet deadlines.

CMAQ Program Development

Project Manager: Doug Ferguson

Team: Patronsky, Berry, Schaad, Johnson, Kos, Pietrowiak, Rice

Description: Annual process involving the solicitation of projects proposals; evaluation of the air quality benefits of approximately 200 proposals in terms of the reduction in VOCs, NOX, vehicle trips and vehicle miles traveled. Will also include work on the process improvement, monitoring and database management and post implementation evaluation of emission benefits. CMAQ Program Development is an ongoing process involving communication with mayors, other municipal and county representatives, Planning Liaisons, and IDOT to assure efficient expenditure of funds available to locals. Includes work on process improvement, monitoring and database management and recommendations of improvements to process.

Products and Key Dates: Annual CMAQ program (October 2008).

3rd Quarter Progress:

- Finalized recommendations for CMAQ programming and monitoring changes. Received approval from the Project Selection Committee, Transportation Committee, Programming Coordinating Committee, CMAP Board and MPO Policy Committee.
- Finalized the changes to the Bike and Ped facility methodologies from the recommendations of the Bicycle and Pedestrian Task Force and obtained the necessary committee approvals.
- Closed the call for FY 2010 Call for Projects.
- Entered the FY 2010 applications into CMAQ database and noted missing information. Was not able to contact sponsors of projects with missing information and the production of the Project Proposal Books was pushed to the next quarters work.
- Staff has begun the analysis of FY 2010 applications for potential air quality and congestion reduction benefits.
- Developed and issued a RFP for the CORSIM analysis of the FY 2010 Traffic Flow Improvement applications. Due to high costs and low response the decision was made to handle the analysis in house.

4th Quarter Objectives:

- Collect any missing information from FY 2010 applications and produce the Project Proposal Books.
- Work with IDOT to conduct project cost reviews on the FY 2010 applications.
- Complete the analysis of FY2010 applications for potential air quality and congestion reduction benefits. Release project rankings in June.
- Finalize the programming marks for FY 2010.

Conformity of Plans and Program

Project Manager: Ross Patronsky

Team: Berry, Kopec, Heither, Wies, Ostdick, Ferguson, Murtha

Description: Northeastern Illinois does not attain national ambient air quality standards for certain pollutants. It is classified as a moderate non-attainment area for the 8-hour ozone standard, and a non-attainment area for the annual fine particulate matter (PM_{2.5}) standard. It must implement a transportation program which will help to reduce levels of these pollutants to national standards by 2010. 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 US Environmental Protection Agency for their review before a long-range regional transportation plan (GO TO 2040 Plan) or Transportation Improvement Program (TIP) is approved. The conformity analysis must demonstrate that the emissions resulting from the GO TO 2040 Plan and TIP meet the requirements of ("conform with") the regulations governing air quality.

Products: Conformity Analysis (Ongoing).

3rd Quarter Progress:

- Sent comment letter to IEPA regarding updating vehicle registration data.
- Reviewed IEPA emissions inventory. Unable to identify reason for discrepancy in emission rates.
- Completed conformity analysis for TIP amendment.
- MPO Policy Committee made a finding of conformity and adopted TIP amendment and Plan update on March 6th. FHWA approved the finding, amendment and update.
- Began work on next TIP amendment requiring conformity for approval at March MPO Policy Committee meeting.

4th Quarter Objectives:

- Obtain next release of MOVES model. Attend training if scheduled (likely to be in Springfield).
- Review IEPA draft budgets for fine particulates.

CONGESTION MANAGEMENT PROCESS

Program Oversight: Management Staff, Thomas Murtha

This program addresses the need to effectively manage the region's transportation system. The management and operational strategies developed will include intelligent transportation systems, bicycle and pedestrian policies, managed lanes, transit enhancements and improvements to the freight system. Efforts to improve the safety of the transportation system will be a special focus within this project.

Intelligent Transportation Systems (ITS)

Project Manager: Claire Bozic

Description: This project includes maintenance of the federally required Regional ITS Architecture, staff support of the Advanced Technology Task Force and the Regional Operations Coalition Working Group. Provide input on technology aspects of GO TO 2040 plan. Represent CMAP on ITS related committees such as the Regional Data Archive Working group.

Products and Key Dates:

3rd Quarter Progress:

- Held a meeting of the Advanced Technology Task Force and developed the meeting materials and meeting notes.
- Held a meeting of a subcommittee for writing a white paper about what kinds of ITS projects should be considered for ARRA Funding.
- Created a summary of how much funding was "freed up" in later program years, by year and by fund source, by converting projects to ARRA funding.
- Updating the projects included in the Regional ITS Architecture is underway.
- Arranged for a national transit ITS workshop to be held in Chicago, hosted by CMAP in our offices.

4rd Quarter Objectives:

Updates/additions to the projects included in the ITS Architecture database, completion of an ITS project backfill white paper and holding another Advanced Technology Task Force meeting. Also, CMAP will host a transit ITS workshop sponsored by the Federal Transit Administration.

Performance Monitoring

Project Manager: Tom Murtha

Team: P. Frank, A. Nicholas, D. Rice, J. Rodriguez, T. Schmidt

Description: One of the elements of the federally required Congestion Management Process is performance monitoring. This work task will encompass data collection, analysis and reporting. Areas to be emphasized include safety with the collection

and analysis of crash data; maintaining and expanding the signal inventory while exploring potential applications of this information; and freight. Performance monitor reports will be produced at least once every two months.

Products and Key Dates:

- Arterial Intersection 3-Year Crash Rate Data Set and Paper, December, 2008 (Complete)
- Expressway Link 3-Year Crash Rate Data Set and Paper, June, 2009 (Data Set Complete)
- Regional Performance Measure Report: Vehicle Miles Travel, August, 2008 (Complete, updated to include 2007 data, March, 2009)
- Regional Performance Measure Report: Mode Share, June, 2009
- Regional Performance Measure Report: Regional Parking Inventory, June, 2009
- Regional Performance Measure Report: Highway Congestion and Travel Time Reliability (To Include Identification of Congested Locations), January, 2009 (Complete)
- Minimum Two Additional Performance Measure Reports, from Section 3.3.1 of the [2030 Regional Transportation Plan](#), October 2008, February 2009

3rd Quarter Progress:

- Expressway congestion data, completed in the last quarter for 2007, received additional attention in support of extensive newspaper and television publicity of this product. The first stage analysis (for public consumption) is complete and all of the data has now been posted at <http://www.cmap.illinois.gov/cmp/measurement.aspx>. The product was covered by John Hilkevitch of the Tribune in an article entitled "[Traffic Down to Mile, Minute.](#)" Our IDOT partners have also requested that technical agency-customer figures be developed to include the number of lanes and expressway traffic crashes along with the average speed. The expressway crash analysis has been completed, but is waiting final presentation-quality graphic work by CMAP graphics personnel. The format of the resulting crash scans will be the same as the congestion scans.
- CMAP obtained access to hourly traffic speed distributions collected by IDOT as part of their compilation of average daily traffic estimates. This information is being used to calculate congestion measures in Strategic Regional Arterial corridors. The first map showing arterial congestion was prepared for IL 47 in Kane and McHenry Counties, to support the IL 47 study now underway.
- Staff in and out of the agency reviewed the arterial intersection crash data posted at <http://www.cmap.illinois.gov/cmp/safety.aspx>. The report was completed in the second quarter, and is now being used as a resource for analyzing intersection safety throughout the region.
- The annual Expressway Atlas, showing VMT and estimated traffic for freeways and toll highways in the metropolitan area, has been updated with 2007 data, the most recent available. The 2007 data did not follow typical processing

techniques, since IDOT had data reporting challenges. Rather, CMAP used data available from mainline detectors. A related product, the Vehicle Miles Traveled Report, completed in the second quarter, has been updated with 2007 information. The revised document has been posted at <http://www.cmap.illinois.gov/cmp/measurement.aspx>.

- Regional Parking Inventory compilation continued. This inventory of private, off-street parking is approximately 90% complete, with more than 35,000 locations inventoried.
- A draft of the Mode Share report is in progress. The revised mode share report is integrating information from Travel Tracker, the American Community Survey, and Census 2000 to present a regional picture of how Northeastern Illinois residents get around. A cursory review of Travel Tracker data showed that the information was not internally consistent. Substantial challenges in analyzing Travel Tracker data have slowed this project, delaying completion until at least the fourth quarter. A process to begin correcting errors in Travel Tracker data has been put in place, including a process to review hard-copy records by congestion management staff.
- Staff continued analysis of bridge conditions, using the National Bridge Inventory. An initial analysis of bridge conditions is posted at <http://www.cmap.illinois.gov/cmp/measurement.aspx>.
- Staff continued analysis of regional pavement conditions.
- Using all of the data available (rather than a sample), staff recalculated miles traveled for each vehicle tested through the IEPA emissions testing program, approximately 1.4 million vehicles overall. The dataset is now summarized and available down to the ZIP code level. This data was used in support of an analysis of a VMT tax alternative to the motor fuel tax, which analysis is being incorporated into the Transportation Demand Management Strategy Paper, below.
- At the request of management, a high-priority analysis was undertaken to look at a variety of measures, comparing metropolitan Chicago to the remainder of Illinois. The measures included:
 - Maintenance needs (structurally deficient bridge deck area; lane miles of roadway with surface conditions “unacceptable,” as measured by the International Roughness Index; lane miles and vehicle miles traveled with Condition Rating System values of “intolerable,” “poor,” and “marginal”);
 - Safety (total crashes; and incapacitating injuries + fatalities);
 - Congestion (average volume to capacity ratio rated by route miles; route miles with volume to capacity ratios greater than .8, and total vehicle miles traveled).

4th Quarter Objectives:

Continue performance measurement work plan, coordinating work with regional indicators project and partner agencies as appropriate.

Congestion Management Strategy

Project Manager: Tom Murtha

Team: D. Ferguson, P. Frank, A. Nicholas, R. Pietrowiak, D. Rice, J. Rodriguez

Description: The Congestion Management Process (CMP) helps the MPO determine the causes of congestion, develop and evaluate alternative strategies, and monitor the impacts of previously implemented strategies. The CMP also helps set priorities for incorporation into the Transportation Improvement Program and facilitates environmental reviews and project assessments. Section 3.3.2 of the [2030 Regional Transportation Plan](#) identifies congestion management strategies to be implemented by the Region. Operational and low capital investments will be identified to make optimal use of the infrastructure currently in place in the corridor. Both highway and transit improvements will be considered. Any work associated with the Congestion Reduction Initiative will be addressed under this work item.

Products and Key Dates:

- RTA/CMAP Bus Rapid Transit Workshop, June, 2009
- Regional Congestion Management Process Workshop, August 2008 (complete)
- Congestion Management Process Update, June, 2009
- Regional Congestion Strategy Reports: Arterials, Expressways, Parking, Lane Management/Congestion Pricing (in conjunction with Comprehensive Plan), June, 2009

3rd Quarter Progress:

- Made substantial progress on strategy papers:
 - Managed Lanes strategy paper is complete.
 - Arterial strategy paper is 75% complete. The first part of this paper is posted at <http://www.cmap.illinois.gov/cmp/strategies.aspx>
 - TDM strategy paper is complete.
 - Parking strategy paper is 5% complete.

4th Quarter Objectives:

- Complete strategy papers.
- Because of very high bids, the proposal for a contract to be awarded to provide CMAQ intersection analyses has been dropped. Instead, congestion management staff
- Initial plan to redirect I-55 money to Green Lanes project was questionable, given the additional analysis required for a Green Lanes “green light.” Therefore, the funds are being redirected to funding planning recommendations, including an economic analysis, of strategies, policies, and facilities related to the freight industry.

Freight Analysis

Project Manager: Roseann O'Laughlin

Description: Support for the Freight Committee (FC) will be provided for under this work item. Additionally, this project will provide for the Agency's support of the CREATE Program. Initial work will go toward strengthening the membership of and attendance at the FC. The task force will be utilized to help develop the CMAP's role in goods movement planning. The scope of this project includes the development of regional freight indicators, a Goods Movement Snapshot report and the development of freight planning recommendations for northeastern Illinois. Data collection and analysis is inherent in these tasks. This project will also include Intermodal Connectors related data collection and reporting. A significant portion of the work and Products and Key Dates in the goods movement area will be incorporated into the regional comprehensive plan.

Products and Key Dates:

- Freight Committee: 10 regular meetings in addition to special meetings
- Freight Snapshot: Complete and present initial findings (Sept 2008), Complete technical report (May 2009), Release public report (June 2009)
- Freight Indicators: Periodic reports through June 2009.
- Intermodal Connectors: Prepare report for Elwood connector and submit to IDOT (Spring 2009); Report for remainder of connectors and submit to IDOT (May 2009)
- Initiate Freight Planning Recommendations process (May 2009)

3rd Quarter Progress:

- Completed two freight committee meetings
- Assisted with CMAQ Diesel Retrofit projects including coordination, support and research
- Completed draft Freight Operations Strategy report
- Completed progress on Freight Snapshot included data collection, analysis, mapping and additional research. This progress included the issuance of a purchase order to Global Insight for key freight data, and coordination with IDOT for the necessary information to support Global Insight work.
- Staff prepared a draft request for proposals for freight planning recommendations. The RFP was released on April 3.
- Responded to various freight data requests

4th Quarter Objectives:

- Complete work on Freight Snapshot
- Present Freight Snapshot to home and other committees
- Seek railroad comments and complete Intermodal Connectors report
- Conduct freight committee meetings
- Continue CMAQ Diesel Retrofit project assistance
- Obtain and analyze freight data

- Provide data request assistance
- Award Regional Freight System Planning Recommendations project and commence work.

Bicycle and Pedestrian Plan Implementation

Project Manager: Tom Murtha

Team: J. O'Neal

Description: Task force support; pedestrian safety initiative; provide support for bike-ped workshops; provide assistance to local communities with the implementation of bike-ped plans; completion of Soles and Spokes Plan.

Products and Key Dates:

- Soles and Spokes Workshops, September 2008, December, March 2009, and June
- Bicycle and Pedestrian Task Force Meetings: August 2008, November, February 2009, and May
- Soles and Spokes Plan Meetings: July 2008, October, April, 2009, and June
- Soles and Spokes Plan Task 3 Completion June, 2009
- Soles and Spokes Plan Task 4 Completion, June 2009

3rd Quarter Progress:

- The Bicycle and Pedestrian Task Force has requested that IDOT sub-allocate ITEP funds to northeastern Illinois for programming through the CMAP MPO process. The Bike-Ped Task Force representative to the Transportation Committee presented this issue to the Transportation Committee at its January meeting. At the March meeting, IDOT responded. No change has been initiated. Many parties remain concerned about IDOT's challenges in programming ITEP funds.
- Continued to push for implementation of pedestrian safety recommendations as part of IDOT's project development process. A meeting was held with stakeholders, including legislators and the former Secretary of IDOT, on January 22. New Pedestrian crash maps and the recommendations to IDOT are posted at <http://www.cmap.illinois.gov/bikeped/pedsafety.aspx>
- Continued to provide bikeway planning information upon request to project implementing agencies.
- Continued to work with other agency staff in finishing the Regional Greenways and Trails Plan. We have made further modifications to line work.
- We began work on an interstate bike planning effort with our sister MPO's in southwestern Michigan, northwest Indiana, and southeastern Wisconsin.
- We provided IDOT with information to improve the official state bike map for IDOT District 1. The existing map has many errors.

4th Quarter Objectives:

Continue progress on bike-ped work plan.

DATA DEVELOPMENT AND ANALYSIS

Program Oversight: Management Staff

This program includes tasks needed to prepare primary datasets that originate with CMAP as well as those developed by other sources. Data collection is an important aspect of CMAP's expanded planning responsibilities. It permits the integration of environmental, transportation, housing, economic development, socio-economic and land use planning data. These efforts will be critical to establishing base datasets for evaluating projects of regional significance. This program is also critical to facilitate the electronic exchange of raw data within and between CMAP and other agencies and organizations. Establishing strong and robust data exchange agreements and protocols between governments and organization is critical to maintaining current and credible planning data resources.

Land Use Inventory

Project Manager: David Clark

Team: J. Drennan, E. Pedersen

Description: A GIS-based inventory of land uses in the CMAP region, broken out into 49 categories. The Inventory is used by Agency staff for environmental and land use planning work, and is used in validating growth projections; outside of CMAP, the Inventory is used by university researchers, transportation planning firms, state and federal agencies, the RTA, and numerous NGO's. Currently the Inventory is produced on a five-year cycle, with the 2005 Inventory scheduled for release in fall 2008. An updated version of the 2001 Inventory will be released simultaneously.

Products and Key Dates:

- 2005 Inventory:
 - Completion of all quality control work (July 2008)
 - Completion of Regional Snapshot/Summary Report (September 2008)
 - Completion of metadata (September 2008)
 - Data release (September 2008)
- 2001 Inventory:
 - Complete updated metadata (August 2008)
 - Data release (October 2008)
- 2010 Inventory:
 - Begin discussions with USGS and counties for digital orthophotography acquisition for spring 2010 (January 2009).
 - Develop improved methodology (ongoing).

3rd Quarter Progress:

- 2005 Inventory:
 - All quality control procedures completed, with corrections posted where appropriate.
 - Metadata completed.

- Loaded onto the Data Depot for internal use.
- External access to data:
 - Writing text for CMAP web page about Inventory.
 - Created form in Ektron for external data users to input name and organization info so we can see who is downloading the data.
- Work recently re-started on Land Use Snapshot.
- 2001 Inventory:
 - Final corrections posted for Version 2.1
 - Ver 2.1 metadata completed
 - Updated (version 2.1) '01 Inventory package complete and ready to upload to FTP site.
- 2010 Inventory:
 - Continuing work on a proof-of-concept for the 2010 Inventory.

4th Quarter Objectives:

- 2005 Inventory:
 - Product release:
 - Complete webpage documents
 - Assemble '05 Inventory package for FTP site
 - Upload '05 and '01 packages
 - Send announcement, activate web page.
- 2010 Inventory:
 - Continue work on a proof-of-concept for the 2010 Inventory.
 - Hold “focus group” with interested CMAP staff regarding future Inventory improvements.
 - Phase two of external discussions: speak with county planners regarding the usefulness of this enhanced product for their purposes, and to gauge the interest in a collaborative effort.

County and Municipal Socioeconomic Inventory

Project Manager: Jack Pfingston

Team: D. Clark, D. Morck, E. Pedersen, S. Perpignani, K. Wies, A. Dryla-Gaca

Description: Historically anchored to the long-range RTP planning cycle, the collection of data regarding expected future municipal and county growth will function as an ongoing activity rather than being so strongly tied to plan development. The project's goal is to capture expected growth in terms of spatial extent, type, and intensity for a horizon year of 2040. The process will include a GIS-based tool that illustrates existing geospatial and demographic conditions, provides a capability to depict expected future land use and attendant densities, and calculates resultant demographic projections.

Products and Key Dates: Interactive GIS application data collection tool and in-person

interviews with municipal and county staff. September 30, 2008—projection tool prototype final adjustments, pre-field; October 10, 2008--projection tool ready for field deployment; November 10, 2008—began field interviews with municipal officials (North Aurora); February 26, 2009—met with first Kendall Co municipality (Oswego); Feb 28, 2009---with exception of two pending meetings in late Spring with St. Charles & Kaneville (per their request); Kane County municipal interviews completed; March 10, 2009---began field sessions with McHenry County municipalities; March 20, 2009. Virtually all of post-processing completed for Kane County municipalities. Final product(s) include summary growth & projections table and pdf of session for each completed municipality.

3rd Quarter Progress:

- Re-entered the field in mid-January & continued meeting with Kane County officials. While the tool performed well, staff did encounter some minor glitches in the field (a summary calculation is not displaying group quarter additions though it is correctly tallying group quarter pop in total pop display table). Staff has also encountered a base population undercount phenomenon. A workaround has been developed. Flex-chip capability has made base-correcting exercise more effective than PTT & has made in-field work more efficient.. Sessions completed in the 3rd Quarter included South Elgin; Sleepy Hollow; Gilberts; Lily Lake; Carpentersville; Maple Park; Burlington; Pingree Grove; Batavia; Oswego (2 sessions); Algonquin; Crystal Lake (2 sessions); Fox River Grove; Prairie Grove (2 sessions); Lake in the Hills; Montgomery; Cary; and Island Lake.
- Continued to establish meeting locations & times, and to prepare background and support material for mailing to the municipal participants.
- Continued assembling data (annexation, NDD, employment estimates, etc.)for insertion into municipal review folders
- Continued to conduct post-FV session debriefings and data management.
- Established a directory structure for archiving FV sessions and data
- Assisted CMAP staff in projection-related information and provided same to several external sources.

4th Quarter Objectives:

Essentially, the same objectives of the previous quarter. Staff will have the municipal projections data collection process moving along, with a steady stream of scheduled meetings and a rhythm established for set-ups, dossier review, de-briefings, and post-meeting mailings (email & snail mail). Staff anticipates completing the northern tier of Kendall County and most of McHenry by early May and being finished or nearly finished with Will County by the end of the 4th quarter. Staff also anticipates the field tool to be ArcGIS 9.3 compliant early in the 4th quarter and hopes to incorporate some improvements in the tool as well.

Household Travel and Activity Inventory

Project Manager: Sandy Perpignani

Team: A. Fijal

Description: This travel inventory is critical to validating existing travel models and advancing travel model development. For FY '09, this project will create a set of tabulations for the 2007 household travel data that can be used as a reference and overall guide to understanding the data set. This project also includes the creation of a new ongoing data collection program.

Products and Key Dates:

- Review existing tables and queries supplied from NuStats (July 08)
- Review 1990 tabulations. (July 08)
- Develop outline and introductory text (Aug 08)
- Create tables and charts to describe data tabulated and cross tabulated by meaningful variables. For example, all trips by mode of transportation; transit trips by income; trip purpose by age; trip length by household location; etc. (Jan 09)
- Review, organize, bind (Mar 09)

3rd Quarter Progress:

Travel Tracker Data: Data cleaning under way with staff investigating possible inconsistencies in the data and/or impossible/implausible entries. Staff is looking for systematic errors, as well as individual typos and other individual errors in the data.

4th Quarter Objectives:

Ongoing Survey Program: Develop detailed proposal for ongoing survey research program (this was Objective A in the cancelled RFP). Travel Tracker Data: Continue data cleaning. Staff will investigate individual issues as they are found. Data will be recoded. New, cleaner data set scheduled for release first quarter FY10.

Transportation System Inventory

Project Manager: Craig Heither

Team: J. Hallas, A. Dryla-Gaca, E. Pedersen, interns working under contract with Argonne National Laboratory

Description: Work is focused on maintaining and updating datasets that are used to represent the transportation system when evaluating costs, benefits and environmental impacts under a variety of planning and investment scenarios. Specific tasks are driven by project applications and changes in required analysis formats.

Products and Key Dates: Updated dataset of bus route coding (June 2009). Updated dataset of highway system infrastructure for 6+ counties in Illinois located outside of CMAP's planning area (August 2009). Management documentation (on going).

3rd Quarter Progress:

- Completed quality-control review of 184 bus routes (overall completion: 80%).
- Completed revised memo documenting highway database coding procedures.

4th Quarter Objectives:

- Complete quality-control review of all remaining bus routes.
- Finalize bus route database and make available for agency modeling purposes.
- Begin review and update of coding for major capital projects for *GO TO 2040*.
- Largely complete update of highway infrastructure database for 6+ counties in Illinois outside of CMAP's planning area.
- Finalize FY10 work plan.

Data Library Management

Project Manager: Greg Sanders

Team: X. Zhang, G. Wu, T. Fifer, R. Krell, D. Clark

Description: Documentation of all relevant CMAP-created data; disposition and documentation of all external (non-CMAP) data acquisitions.

Products and Key Dates: Detailed directory of CMAP databases to inform users and enable computer applications to accurately interact with CMAP data.

May 2008 - Create a web interface for entering metadata for CMAP data tables and data fields

June 2008 - Document all CMAP data tables with title, description, creator, provider, scope and terms of use

July 2008 - Associate all CMAP data tables with data categories, and all data fields with data categories and keywords

August 2008 – Document all aggregations of CMAP data to geographic levels other than the data source's native level.

September 2008 – Document all CMAP data tables with Extract/Transform/Load (ETL) and table lineage information (describe processes/scripts/programs used to import the raw data into CMAP system)

September 2008 – All data sets in Data Depot & SDE have up-to-date metadata.

October/November 2008 – integrate metadata library directly into CMAP data systems

November 2008 – Seminar on metadata literacy for all technical/analytical staff.

December 2008 – Web-based query tool for users to find CMAP data by keyword, data set name, geographic keyword, etc.

January 2009 – establishment of a GIS data distribution policy

3rd Quarter Progress:

Continued to refine metadata system.

4th Quarter Objectives:

Further refine metadata tracking system
Establish interfaces so that web development consultants can access metadata via web services.

Internet Mapping Infrastructure

Project Manager: Greg Sanders

Team: R. Krell, G. Wu

Description: Create and manage web-based geospatial systems using ESRI mapping products, Google Maps/Earth and/or other products as appropriate

Products and Key Dates:

- June 2008 – Publish a usable web map of Transportation Improvement Program (TIP) data
- July/August 2008 – Add spatial layers to the TIP maps, publish other base data using a common application framework
- September 2008 – develop Google Maps/Google Earth functionality for simple displays of small data sets
- December 2008 – acquire Google Earth Enterprise system (contingent on management approval)
- March 2009 – deploy extensive Google Earth Enterprise layers and attributes based on all appropriate CMAP data stores (contingent on management approval)

3rd Quarter Progress:

- New TIP database has been installed and largely stabilized.
- CMAP web development staff familiarized themselves with new database.
- Conducted RFQ for GIS consulting: dynamic maps using Adobe Flex and ArcGIS Server.

4th Quarter Objectives:

Install ESRI ArcGIS Server and begin consulting work for generating dynamic maps (including TIP maps)

CMAP Data Portal Websites

Project Manager: Greg Sanders

Team: R. Krell, G. Wu

Description: Web data systems for display and dissemination of CMAP data.

Products and Key Dates:

May 2008 – Upgrade the ParcelPointer microdata system for deployment outside Cook County

July 2008 – Upgrade the ParcelPointer microdata system to read MS SQL Server databases and take advantage of new CMAP web servers

September 2008 – Deploy new www.cmapdata.net web portal to give users access to data query tools, data downloads, and similar features

November 2008 – Roll out data visualizations engine with dynamic graphs and tables (allowing drilldowns)

January 2009 – Integrate data visualizations into www.cmapdata.net web portal

March 2009 – roll out first demonstration project within issue-specific framework portal

NOTE: real-time data exchange requires the cooperation of other governmental agencies in northeastern Illinois in making relevant data available to CMAP in real time. The importance of data exchange is such that a major partner willing to set up data exchange linkages would justify a revision of our work plan for data portal websites.

3rd Quarter Progress:

- Demonstration projects online for all phases of the web portals.
- Conducted 3 RFP/RFQs to engage consultants on dynamic data visualizations using the Adobe Flex platform.
- Completed architecture that consultants will use to create dynamic user interfaces, maps and charts
- Exported data to the Mico-Viz open indicators consortium
- Launched several new ParcelPointer surveys under the Full Circle project.

4th Quarter Objectives:

- Work with 3 consulting firms to build automated dynamic data visualizations in the Adobe Flex platform.
- Complete Adobe Flex training for 5 CMAP (R&A) staff
- Begin training in standard data tools for selected data-centric CMAP staff.

CMAP Research and Analysis Wiki

Project Manager: Sandy Perpignani

Team: A. Fijal, E. Pedersen

Description: A “wiki” allows users to collaboratively create, edit, link, and organize research content for reference purposes. This is a valuable asset to communicating research questions and reference materials within CMAP and to the planning community. This project will consist of the design and development of this product. The application would be a web site, initially available only to CMAP staff, that could be dynamically updated and edited by many visitors, thus creating a collaborative, interactive database of past research requests and responses, with hyperlinks to the component parts of each question and solution.

Products and Key Dates: Review existing research requests and categorize according to the type of request and sources needed for the solution (Aug 08); Create a web page (Oct 08); Enter key requests and solutions and hyperlink key words, concepts, phrases, etc. to new content (Feb 09); Once a template is created and existing requests are entered, invite more CMAP staff to expand on existing pages and build

new ones (Mar 09); Monitor edits, additions, and deletions. (Mar 09).

3rd Quarter Progress:

- New in-house wiki platform is in place (Media Wiki). Staff has been testing it for a month and has worked to make changes to the application to improve performance and add necessary features. The new system is more flexible but will require slightly more training for contributors. So far, 43 pages have been copied over from the Google Sites wiki.

4th Quarter Objectives:

Complete the switch over to the new wiki. Notify and train contributors, notify everyone else (readers of the site won't need training).

Local Crash Data Collection

Project Manager: Jan Drennan

Team: D. Clark, C. Heither

Product: GIS compatible data.

Description: Conversion of 2001-2004 fatality and Class A injury crash data to a coordinate format compatible with GIS system.

3rd Quarter Progress:

- Completed quality control of what was entered in the Access database table for the crash reports which we have received for 2004 Cook County.
- Received the 148 missing crash reports for Lake County. Read these reports and entered information into the database; completed table quality control and began the geocoding process for all Lake County 2001 – 2004 fatal and serious injury crashes.
- Completed the entire process for Lake County data and sent latitude/longitude coordinates to IDOT on January 14, 2009.
- Made inquiry by email with IDOT about when I can expect to receive more crash reports for Cook County which is the only county that remains to be completed. However it is the county with the most crash sites to be located.

4th Quarter Objectives:

- Complete the entire process for Lake County data and send latitude/longitude coordinates to IDOT.
- Make inquiry with IDOT about when staff can expect to receive more crash reports for Cook County based on the progress of their computer upgrade process.
- Make inquiry with IDOT again by email and by phone about when I can expect to receive more crash reports for Cook County based on the progress of their computer upgrade process.

POLICY DEVELOPMENT AND STRATEGIC INITIATIVES

Program Oversight: Management Staff

The overarching aim of this program is to provide research, analysis and development of policies to support, promote and integrate transportation and land use planning. Another vital goal is to improve CMAP's capacity to understand and communicate the significant impacts that land-use and transportation decisions have on each other and housing, economic and community development, natural resources, and human services. This project will also coordinate the policy development activities across all functions of the agency.

CMAP and MPO Committee Support

Description: Provides staff support to the CMAP Board, the MPO and the committees that report to both policy boards.

Team: J. Allen, P. Berry, J. Bright, L. Deuben, T. Dixon, J. Leary, J. Elam, H. Morgan, B. Rademacher, T. Warner, R. Pietrowiak

3rd Quarter Progress:

- Developed the agenda and materials for the CMAP Board, MPO Policy Committee and the advisory, coordinating, and working committees that report to both policy boards.
- Provided updates throughout the quarter to the board members and other committee members as necessary regarding agency activities.
- Provided working committee summaries on a monthly basis.

4th Quarter Objectives:

- Continue to develop the agenda and materials and provide staff support to the CMAP Board, the MPO and the committees that report to both policy boards.

Policy Development for Regional Focus Areas

Team: A. Byrne, L. Deuben, J. Elam, J. Leary, M. Maloney, T. Garritano

Description: While much of CMAP's policy development will occur through the *GO TO 2040* planning process, the purpose of this item is for the deployment of communication tools, principles and/or initiatives which can be undertaken by staff in FY '09 alongside the Plan's development.

Products and Key Dates: Completion and dissemination of various policy briefs and principles documents including a federal agenda

3rd Quarter Progress:

American Recovery and Reinvestment Act (ARRA):

- The Board endorsed the “CMAP Principles for Infrastructure Investment in Federal Economic Recovery Package” at its January meeting.
- A significant amount of effort was spent on monitoring and analyzing the development and final federal stimulus bill, which passed as law in February 2009 and is called the American Recovery and Reinvestment Act (ARRA).
- We devoted a portion of our website and sent weekly updates to our external partners on relevant information, focusing on the following programs within ARRA: housing, transportation, environment, energy, workforce development, education and telecommunications.
- All of the information, including a number of analysis and contact information, can be found on our website under the “Regional Response to the American Recovery and Reinvestment Act”.
- In order to facilitate better coordination, we met with our federal, state and local partners as necessary to discuss various programs.
- Attended a Brookings Institute meeting that convened a group from various metropolitan regions together to share each other’s experiences with the enactment of the federal recovery package.

Federal:

- The Board endorsed the “Metropolitan Chicago’s Proposed Framework for Federal Reform” at its January meeting. Work on this document was done in conjunction with other regional civic groups and stakeholders.
- The Executive Director attended NARC and AMPO meetings in Washington DC as well as met with members of the northeastern Illinois congressional delegation.

State:

- Developed state legislative priorities for the Board’s consideration and endorsement.
- The Governor’s proposed budget did not include funding for the Comprehensive Regional Planning Fund which provides \$5 million annually to support regional planning in metropolitan and rural areas of Illinois, of which \$3.5 comes to CMAP. Worked with the Governor’s office, IDOT and the General Assembly to alert them of this situation and determine a path to reinstate the funds which are critical to CMAP.

Housing-specific policy work:

- Completed the third of a series of three events focused on the Neighborhood Stabilization Program and strategies to address foreclosures, with NSP grant recipients and municipal leaders.
- Continued legislative review on municipal authority to deal with foreclosures in partnership with Business and Professional Peoples in the Public Interest and the

Metropolitan Mayors Caucus. We continued to convene focus groups with municipal planners and attorneys to determine feasibility and prioritization of potential legislation. Thus far, the legislation has garnered a lot of support from legislators.

- Continue to share information between NSP recipients and other stakeholder on the NSP list serve.
- Analyzed and drafted analysis on housing-related topics for the American Reinvestment and Recovery Act.
- Continued to develop the municipal best practice guide with BPI and the Mayors Caucus.

4th Quarter Objectives:

- Continue to monitor, analyze and assist in the coordination of targeted programs within ARRA.
- Continue to work with members of the General Assembly to reinstate the Regional Comprehensive Planning Fund.
- Completion and dissemination of other policy briefs, to be determined by the team.

Housing-specific policy work:

- Convene regional conversations concerning the next Neighborhood Stabilization Program Funding- determine the best strategy to make the region competitive for the next round of NSP funding. Determine feasibility of coordinating a metro-wide proposal for NSP funds.
- Continue to support BPI in vacant and abandoned buildings legislation
- Work with financial institutions to help NSP recipients decipher appropriate acquisition strategies
- Determine next steps as an outcome of the Regional HOPI foreclosure Action Plan and as a result of the series of NSP meetings convened by CMAP. .
- Convene NSP coordinating committee to track NSP (1) progress and spending within the region.

Developing the Process and Reviewing Developments of Regional Importance (DRI)

Team: R. Blankenhorn, J. Leary, D. Kopec, K. Wies, T. Fifer

Description: Establish a prototype regional review process that defines the regional context and implications of large scale land use and transportation proposals. This is a function of the regional planning agency explicitly called out in the legislation.

Products and Key Dates: Draft report on the regional impacts of a “development of regional importance”.

3rd Quarter Progress:

- In January, the Programming Coordinating Committee (PCC) reviewed a matrix of the received comments including a summary and response to the comments, a thematic comparison of the Urban Land Institute (ULI) proposal and the DRI Process document, the staff's general comments on ULI's proposal and the original DRI Process document that incorporates the comments, amendments and staff suggestions. In response to public comment, working committee concerns and PCC discussion, the DRI process was completely rewritten, based on the criteria and thresholds presented by ULI, to describe an entirely different approach to addressing the DRI review process. This would become version 2.
- In February, the PCC released version 2 of the document for a 45-day public comment period, including working committee review.

4th Quarter Objectives:

- Review the comments and feedback on version 2 of the DRI Process document.
- Summarize the comments and prepare a staff recommendation to the PCC for their discussion and recommendation to the CMAP Board.
- Present the PCC recommendation to the CMAP Board at its May meeting for their consideration and approval.
- Finalize the process and embark on the two-year trial period.

Legislative Analysis

Project Manager: Jock Hardy

Team: Allen, Pineyro, other relevant staff

Description: This project informs the policy development and agency initiatives by monitoring the state legislative process and performing analysis of bills that impact CMAP and or regional issues and developing the appropriate agency position to legislative matters. Information will be provided to the Illinois General Assembly on CMAP and regional issues.

Products and Key Dates: Weekly legislative committee report (Ongoing during Session); Legislative recap (Due two months after session ends).

3rd Quarter Objectives:

Reviewed and coordinated regional legislative information from the COG's and the Metropolitan Mayors Caucus. Promote CMAP's Diversity workshop with legislators. Continue to promote CMAP's legislative agenda in Springfield.

PLAN IMPLEMENTATION

Program Oversight: Management Staff

The purpose of this program is to offer direct assistance to local agencies and officials to help them prepare comprehensive plans, address land use, planning, zoning and development issues and use geographic information system tools and data in decision making. All activities are designed to build both local and regional capacity efforts in land use and transportation planning.

External Data Request Coordination

Project Manager: Jon Hallas

Team: S. Okoth, B. Rademacher, S. Perpignani, D. Clark, X. Zhang, P. Reise

Description: This project will document all technical assistance and data requests to the agency. Staff members regularly receive requests from local/county governments and a wider audience. All responses to data and information requests received are documented. These responses provide municipalities with information and research assistance in areas such as demographics, socioeconomics and economic data.

Products and Key Dates: Staff will create and implement a streamlined process to improve efficiency of responding to, distributing, tracking and reporting requests ensure efficiency and management of the process (October 08); Staff will provide data reports, resource booklets or guidelines, general information, maps and analysis reports addressing different aspects of regional planning and other related issues (Ongoing); Four quarterly reports will be produced (Oct '08, Jan '09, Mar '09, and June '09)

3rd Quarter Progress:

- American Community Survey (ACS) Webinar - "Money, People and Houses - Getting the Best Information for the Best Price", was held on Feb. 25th and Feb. 27th. A total of 60 persons linked to the presentation that included PowerPoint slides and live links to the US Census Bureau website. Attendees included municipal staff and public sector engineering and economic development representatives.
- The US Census Bureau released annual population estimates for metropolitan areas and counties throughout the country. The data showed that the Chicago metro area is solidly ranked 3rd in the nation by population. Kendall County was identified as the fastest growing county in the nation with a population growth rate of 7.1 percent. Other highlights and data were posted on the CMAP website.
- Eighty external requests and information or data were received – the highest quarterly number this year.
- Three FOIA requests were processed.
- Our 3-year agreement (2009-2011) with the Census Bureau allowing access to embargo data was renewed.

4th Quarter Objectives:

- Finalize topics to be included in additional webinars on related topics that could be presented on a regular basis.
- Make significant progress in using WIKI to respond to external requests.
- Develop an external request form for the CMAP website.
- Continue to review and make available census data released under embargo

Corridor Development Initiative

Project Manager: Erin Aleman

Team: S. Ostrander, T. Fifer

Description: The CDI tool helps communities understand how density, affordability, and proximity to transit, can make new development feasible for developers. The tool will be targeted to communities that have a need for housing development but are facing greater challenges than they can overcome alone.

Products and Key Dates: To implement CDI process across the region, staff will develop a formal application (November 2008), whereby communities can apply to CMAP for the CDI program. The primary outputs of this process will be 2 corridor initiative projects (December 08 and February 09) and a final collaborative report with regional partners.

3rd Quarter Progress:

- Released a formal application with MPC
- Procured a new set of blocks that are suitable to working with suburban communities

4th Quarter Objectives:

- Will review all the applications received with MPC
- May provide some support to MPC if a new CDI is implemented but will have limited time on this project with all of our GO TO 2040 workshops
- Still exploring the possibility of the ROI tool being used for CDI

Return on Investment Model

Project Manager: Lee Deuben

Team: S. Ostrander, T. Fifer, other staff from Community and Technical Assistance

Description: Municipalities often lack the tools to determine the financial feasibility of development projects, especially within confines of specific land use regulations. This may result in development and planning that is not based on the realities of the area and will have limited long-term success. CMAP is in a position to provide municipalities with the information needed to improve their planning process and ideally their choices, through the use of the Return on Investment (ROI) tool. This will allow CMAP to support housing development that will better meet the needs of the region's residents, strengthen our relationship with municipal planners, and

better integrate housing into CMAP work.

Products and Key Dates: Tool development, focus groups, training materials and curriculum development, and outreach strategy (August through February 2009); Six monthly trainings, ongoing outreach, support or 'help desk', and evaluation (April through June 2009).

3rd Quarter Progress:

- Created training curriculum for deployment of ROI tool
- Developed training material and scheduled kick-off training.
- Finalized tool design, developed training manual and outreach materials.

4th Quarter Objectives:

- Develop a "real life" case study to be used during training (with the City of Highland Park).
- Refine training curriculum as needed for deployment of ROI tool
- Host first ROI training in May
- Adjust training and tool as needed
- Setup communication and information sharing site for ROI users (using BaseCamp).
- Schedule subsequent trainings.

Economic Impact Analysis

Project Manager: Brian Rademacher

Team: other relevant staff from Community and Technical Assistance

Description: The impact analysis is used to assist economic developers and planners in making informed decisions as it relates to economic development activity in their area.

Products and Key Dates: Kane County Impact (August '08); McHenry County Impact (September '08); CNT and COD Analysis (October '08); Additional Impact Analyses, as needed (ongoing).

3rd Quarter Progress:

- Received an updated version of the impact analysis tool. An extension was added that can model the impact of residential developments. This addition will allow analysis to include impacts of mixed-use developments. Data within the model (i.e. sales tax, property tax, etc) was updated to current year.
- Ran an economic impact analysis for City of Marengo in McHenry County. The analysis was done to assess the economic impact of a new medical professional building in the city and its impact on related buyers and supplier industries.
- Held a second meeting with with Planning Liaisons, Mayors and the South Suburban Mayors and Managers Association, to demonstrate how the impact model can assist in their efforts to assess the economic impact of the proposed I57/I294 interchange. The analysis assisted the South Suburban Mayors and

Managers Association and local officials discuss the development potential in the area, gauge the impact on the economy and discuss next steps to develop a strategy. Ran an economic impact analysis for City of Marengo County. The analysis was done to assess the economic impact of retaining a manufacturing company and the impact of the company's proposed expansion in the next three years. Ran an economic and revenue impact for the Aurora Economic Development Commission. The analysis was done to assess the economic impact of the outlet mall in terms of job creation over the last five years.

4th Quarter Objectives:

- Continue to work with the South Suburban Mayors and Managers Association and communities as need to run impact analysis in for their strategic planning efforts in the study area of the proposed interchange. Demonstrate the impact model at a quarterly meeting of economic developers in DuPage County as well as other ED Professional meetings as they occur in the quarter. Continue to offer the impact analysis tool to municipalities interested in assessing the economic and revenue impact of developments. Currently in conversation with several municipalities throughout the region regarding potential developments and projects.

Summits and Roundtables

Project Manager: Bola Delano

Team: Community and Technical Assistance staff

Description: CMAP facilitates and coordinates leadership meetings, summits, and roundtables with private and community sectors throughout the region. These events bring together economic and community development practitioners, transportation and land use planners, private businessmen and women, and public officials to discuss and coordinate efforts in economic and community development.

Products and Key Dates: Four roundtable training sessions on suggested topics.

3rd Quarter Progress:

- Coordinated discussions for the next summit- How to conduct a Market Analysis study
- Coordinated a partnership summit on the impact of intermodal activities on Kankakee County as part of CMAP's collaborative efforts to share expertise and build partners
- Coordinated efforts for the C&TA team to assist in updating the Comprehensive Plan of North Chicago by conducting a planning session at the city's community day events in June.
- Gave 4 major presentations to various business groups in the region on the role of planning and the business sector.

4th Quarter Objectives:

- Coordinate efforts for the leadership summit for Planning and zoning commissioners
- Continue to work with partners to develop new initiatives for regional summits and new partnerships.

Public Private Partnership Development

Project Manager: Bola Delano

Team: P. Reise, L. Heringa

Description: To develop a public private partnership taskforce for transit providers in the region and to develop an Industry advisory group to work directly with the Executive Director.

Products and Key Dates: Policy initiatives for Go To 2040 plan; 3 meetings a year for the advisory council; 4 meetings a year for the public private partnership taskforce.

3rd Quarter Progress

- Met with a number of private sector executives to develop interest in their participation with CMAP activities.
- In partnership with IDC and ILCMA conducted a number of workshops and developed questionnaires promoting the role of planning in development.

4th Quarter Objectives

- Host the 2nd meeting for the Industrial Advisory group ensuring that there is greater representation.

Green Practices Workshops

Project Manager: Lori Heringa

Description: A preliminary survey asked municipalities which of 25 basic green practices they are interested in learning more about, which they are currently conducting, and whether they would be willing to share their experiences with the practices. Workshops will be conducted to address those practices of most interest to the staff and officials responding to the survey. The database indicates which communities are interested in which practices and which they are conducting. It will help target audiences for workshops and other technical assistance to staff and officials in communities and park, forest, and conservation districts. It will also provide a reference for us to assist community staff and officials wanting to talk to their peers about their experience with specific practices.

Products and Key Dates: Survey technical assistance report; four workshops on green practices for local governments.

3rd Quarter Progress:

Published green practices survey report, posted on web, and emailed link to survey respondents, PLs, and others.

Organized and held panel session on energy audits – identified and coordinated speakers, developed program and agenda, produced materials, publicized and held event.

Produced report of the energy audit session and posted a summary on web with links to speaker presentations.

Followed up after workshop on opportunities for future collaborations and speakers for energy topic.

4th Quarter Objectives

Attend and present at national planning conference at end of April.

Serve on advisory committee to develop a fall conference program with the University of Illinois Cooperative Extension.

Meet with staff of Midwest Energy Efficiency Alliance to initiate collaboration on future energy sessions.

Work with Chaddick Institute to develop and launch a municipal environmental network.

Organize and hold additional energy audit session - tentative 3rd week in May.

Midewin Alternative Transportation Study

Project Manager: Ty Warner

Team: S. Ostrander, J. O'Neal, R. O'Laughlin, L. Heringa, T. Fifer

Description: The Midewin Alternative Transportation project utilizes the FTA's Alternative Transportation in the Parks and Public Lands program to create a plan for linking the Midewin National Tallgrass Prairie to the Chicago metropolitan region. The plan will review and evaluate options for bringing residents from metropolitan Chicago to and within Midewin, and address the greater challenges of carrying metropolitan visitors from an urban context to a native prairie environment.

Products and Key Dates: Alternative Transportation System Plan for Midewin National Tallgrass Prairie, to be completed 12-18 months from initiation.

3rd Quarter Progress:

- Extensive preparation work for briefing booklet on existing Midewin plan and policy resources
- Major charrette held on March 21 bringing together the American Planning Association, American Society of Landscape Architects, and the American Institute of Architects in a cooperative design intensive for elements of an Environmental Learning Center, trail theme and development, intergovernmental cooperation, and alternative transportation.
- Rough scoping of Midewin tasks for FY 2010.

4th Quarter Objectives:

- Build on charrette output of all table work, but particularly Alternative Transportation work, to identify key milestones for ATS and tie-in points to the Burnham Legacy interdisciplinary effort.
- Develop key components from charrette to form framework for ATS study areas.
- Secure presentation of primary results, including ELC groundbreaking, for Upper Midwest APA Conference in September.

Planning Commissioner Training

Project Manager: Ty Warner

Team: E. Aleman, J. Hallas, L. Heringa, S. Okoth, S. Ostrander, B. Rademacher, P. Reise, T. Warner

Description: Workshops for planning commissioners and elected officials across the region. These consist of two ½ day training workshops focusing on roles, responsibilities, law and ethics, fundamentals of zoning, regional planning and resource available, and may involve additional specialized workshops on topic areas that allow for more in-depth training for more experienced commissioners.

Products and Key Dates: 3 general planning commissioner workshops at times, locations, and frequencies that allow appointed citizen planning commissioners to focus on the basics of their decision-making activities through instruction, dialogue, and peer learning. The regional cycle of planning commissioner workshops begun in FY 08 will be completed in the spring of 09. A specialized leadership program will be developed in 09 to address current issues in planning and zoning.

3rd Quarter Progress:

- Reformatted, researched, corrected and revised Planning Commissioner Training attendee list, and transferred to American Planning Association for subscriptions to *The Commissioner* publication (cost included with registration).
- Reformatted and revised list for including into CMAP database and to begin distribution of weekly emails to Planning Commissioner Workshop attendees.
- Discussions on future workshop offerings based on evaluations and feedback.

4th Quarter Objectives:

- Work with others on development of an in-depth training topic for Commissioners, likely in the area of planning law/running meetings/ethics (areas of greatest feedback from workshop evaluations).

County Planning Coordination

Project Manager: Ty Warner

Team: E. Aleman, L. Heringa, S. Ostrander

Description: Close coordination with CMAP's partner counties is critical to effective subarea planning across the region's 283 municipalities. This program assists counties in identifying and addressing areas of mutual concern, provides a forum for

cross-county communication, relates county activities to a regional context, and partners with county planning departments to coordinate planning activities and assistance efforts among municipalities.

Products and Key Dates: Continue to convene County Planning Directors meetings for regional coordination of planning activities. Maintain a reference inventory of municipal and county planning documents.

3rd Quarter Progress:

- County Planning Directors met on February 26 and March 26 in CMAP offices.
- Compendium of Plans update continuing.
- Several CMAP *Go To 2040* staff were given a tour of Kane County to familiarize with suburban and ex-urban planning issues in the region within a County context. Key progress in integrating county planning efforts with *Go To 2040*.

4th Quarter Objectives:

- Continue to convene and facilitate meeting of County Planning Directors.
- Continue to work toward completion of Compendium of Plans project with available intern staff.
- County planning overview presentations from each county to begin at Planning Coordinating meetings.

Full Circle Expansion and Enhancements

Project Manager: Sef Okoth

Team: J. Hallas, L. Heringa, S. Ostrander, P. Reise

Description: This project can be defined in three sub-projects, as follows: 1) *Piloting Full Circle in the Collar Counties*: this sub-project will expand Full Circle project to the collar counties, acquire parcel attributes from the County Assessors office, and integrate the data into the Full Circle domain and test the new survey modules. 2) *South Cook Sub-Regional Project*: This sub-project will deploy Full Circle's mapping and geospatial capabilities to support intermodal sites, TOD, and land-use planning in the South suburban communities. 3) *Preservation Compact*: this sub-project will deploy Full Circle's on-the-ground mapping capabilities to track and assess the rapid loss of affordable rental housing to condo conversion in the greater Chicago area.

Products and Key Dates:

- 1) Piloting Full Circle in the Collar Counties: Integrate parcel data attributes from McHenry and Will into the system (McHenry-Aug 08; Will-September 08); Test the new survey modules in the collar counties (October 08); Identify and select project partners in the collar counties (November 08); Data collection and analysis (McHenry and Will) (March-May 09); Compile a report on the pilot project: (June 09)
- 2) South Cook Sub-Regional Project: Identify study areas, stakeholders and appropriate data fields to be collected (July 08); Scope the project and create phased work plan

for each project site: (August 08); Deploy the system to collect and analyze the data (August 08-April 09); Final report (June 09)

3) Preservation Compact: Data collection (May- October 08); Data analysis (October-Dec 08);

Final report (February 09)

3rd Quarter Progress:

- Assisted DevCorp North CDC in updating their vacancy database and map two commercial corridors-Sheridan and Howard Street
- Assisted Lakeside CDC and West Rogers Park Community Organization planning board map Western Avenue and engage community residents in a planning process to revitalize the commercial corridor
- Collaborated with Chicago Department of Public Health and Health Connect One(formerly Chicago Health Connection) to outline the scope of work and activities for implementing the Chicago Community Health Workers CHW/Promotora survey and mapping project
- Continued working with CNT and SSMMA on the Cargo Oriented Development (COD) project, compiling information on potential COD sites in Richton Park, Harvey, South Chicago Height, Markham, Matteson and Dolton
- Compiled baseline information and GIS maps for Medina Development Corp. so that they can work with the Village of Ford Heights to create a revitalization plan for the downtown district
- Administered RFP process through the COGs/COMs for grant assistance to municipalities to expand Full Circle project to the collar counties. Awarded grants to 5 municipalities: Barrington, Evanston, South Elgin, Yorkville and Carpentersville
- Worked on an acquisition process to get GPS equipment to support Full Circle program. Purchased GMS-2Pro.
- Assisted Greater Southwest Development Corp. map SSA #3 located along 63rd St. commercial corridor
- Continued working with Chicago Public Schools and DePaul University's Egan Urban Center to implement the Chicago Comprehensive School Choice Initiative; created the scope of work for implementing the community mapping project, identified target communities, created the methodology and designed survey questions.
- Compiled traffic and freight data and created GIS maps to be used in planning the expansion of Intermodal yard in Harvey. Created maps for the proposed I-57/ I-294 interchange

4th Quarter Objectives:

- Work with the COMs/COGs to assist municipalities that have won the Full Circle expansion grant implement the proposed projects.

- Continue supporting ongoing Full Circle projects in the City.
- Organize training sessions to familiarize Full Circle partners with the new GMS-2Pro GPS equipment.
- Continue providing GIS mapping support to SSMMA especially in compiling information on the COD sites.
- Continue to respond to requests for maps and data from the general public

Technical Assistance Providers Coordination

Project Manager: Stephen Ostrander

Description: Coordination of all technical assistance resources, tools, projects, and initiatives provided by CMAP and other agencies and organizations in the region..

3rd Quarter Progress:

- Held Technical Assistance Providers Network meetings on January 28th and March 25th. Both meetings continued to facilitate vigorous sharing and discussion of members' most recent technical assistance projects, resources, and initiatives.
- The Network has proceeded with identifying what previous and current projects/resources of Network members can be applied to the "Chicago Southland Transit Corridor Development" project being funded by an RTA Community Planning grant, which concerns analysis of potential development around 42 Metra stations in the southern suburbs. Projects and resources identified as relevant include MPC's work correlated with the U.S. Dept. of Housing and Urban Development's Neighborhood Stabilization Program (NSP), CNT's "Smart Communities" program (focused on T.O.D. and cargo-oriented development), Metropolis 2020's work on housing demand and projections (which CMAP is beginning to assist), Active Transportation Alliance (formerly Chicagoland Bicycle Federation)'s "Footprints" program (provides public transit "coaches" to families living in vicinity of Metra stations) and their continuing work on the Calumet Sag Bicycle Trail, and CMAP's Return On Investment (ROI) tool and the Corridor Development Initiative (CDI) (joint project between CMAP and MPC). At the March 25th meeting of the Network, this discussion included the participation of SSMMA.
- Continued to accept new submissions from outside organizations and agencies, and enter them into the Technical Assistance Providers Directory.
- Created easy-to-complete paper-based submission form, which will be distributed at future Plan Implementation events—its popular roundtables/panel discussions, workshops, etc., as well as events led by other CMAP divisions, and even partner agencies/organizations.
- RTA added prominent link to the Technical Assistance Providers Directory that appears on every page of the websites for their popular Community Planning and Subregional Planning grant programs (at <http://cp.rtachicago.com/> and <http://srp.rtachicago.com/>).

4th Quarter Objectives:

- Hold next Technical Assistance Providers Network meeting on May 27th, which will proceed with taking next steps for interconnecting various projects/resources of members to aid the 42 Metra station area study in the southern suburbs. Likely result would be a unified suite of tools for the 42 different communities involved (which have different needs and development potential); one suggestion is to build on the *Green River Pattern Book* by combining with resources/tools/reports of Network members into a more comprehensive “pattern book”/overlay system resource for communities located in the study area.
- Focus on distribution of paper-based submission form for the Technical Assistance Providers Directory at CMAP events, workshops, etc. (especially those carried out by the Plan Implementation division). This paper-based form will likely require significant follow-up (i.e. due to incomplete or hard-to-read submissions), but it should both increase the number of submissions, increasing the size and value of the directory, as well as expanding awareness of it as a resource for communities.

Northeastern Illinois Greenways and Trails Plan

Project Manager: Lori Heringa

Team: T. Murtha, E. Pedersen

Description: The tasks for completing the plan document and updated map for the Northeastern Illinois Regional Greenways and Trails Plan include county review of draft maps currently underway, completion of draft plan document and creation of final draft maps for greenways steering committee review, presentations to CMAP committees, public hearings, adoption by CMAP, and retaining and working with contractor to produce final map with executive summary on back for production and printing.

Products and Key Dates: An adopted Northeastern Illinois Regional Greenways and Trails Plan document and map with executive summary on the reverse (January 2009).

3rd Quarter Progress:

- Received back maps from counties identifying greenway buffers
- Developed RFP for map production and printing
- Compiled mailing list of firms for soliciting bids
- Developed evaluation criteria and created review group
- Received, reviewed and evaluated 7 proposals

4th Quarter Objectives:

- Obtain finalized signed contract
- Work with Eric to transmit GIS files, finalized paper maps and other material to NIU cart lab
- Have initial meeting with NIU to go over map items

- Work with Adam on layout and graphics for the summary on the reverse of map

Highway and Transit Project Analysis

Project Manager: Claire Bozic

Team: J. Drennan, T. Fifer, J. Rodriguez

Description: Traffic projections for state, county and municipal partners needed to design improvements; provide assistance to the transit agencies for their New Starts applications.

Products and Key Dates:

- Small area traffic forecasts in response to 130 requests (Completed June 2009)
- Modeled data for 5 Pace BRT Alternatives (Completed June 2009)
- Data provided in response to 12 data requests (Completed June 2009)
- Modeled alternatives for 3 Interchange Justification Reports (Completed June 2009)

3rd Quarter Progress:

- Supervised the coding of 10 new Red Line alternatives and developed the model input datasets for each alternative. Supervised the coding and developed the input datasets for the 4 CTA Yellow Line alternatives Wrote a memo describing the technical work completed in support of the Olympic bid.
- Generated another FTA TEAM quarterly report to support CMAQ active program management.
- Completed analysis of modeled congestion pricing and added documentation of the results of in the CMAP wiki. Reviewed and commented on the new traffic projections the consultant has developed for the Lorenzo Road Interchange.
- Created new small area traffic forecasting dataset from the results of the C08Q3 Conformity Model Run.
- Created a construction coordination meeting webpage and held a construction coordination meeting. A map was produced showing the locations of all the region's projects. IDOT ARRA projects were later added to the map.
- Reran 2009 Q1 2020 and 2030 conformity models and provided results for input to the air quality conformity analysis.
- Modeled a scenario that included two roadway extensions for the Near South Study and provided the results to the consultant.
- Participated in a number of Elgin-OHare/WestBypass transit technical advisory committee meetings.
- Provided additional FAU maps and information needed for local ARRA project selection.
- Reviewed responses to approximately 60 requests for traffic projections. This also included a fast track process for providing traffic projections to support the selection of the local ARRA projects.

4th Quarter Objectives:

We will continue to develop and provide data as needed. The responses will be provided in a timely manner (within 3 weeks for traffic projections) and the data will be useful to the recipient. I should begin working on the O'Hare bypass modeling work, and additional analysis for the Olympics application.

Other Initiatives:

- A conversation was held with Kendall County planning directors to discuss key planning issues and suggest ways that CMAP could be of assistance. Follow-up letters inviting similar conversations were sent to planning directors in Joliet, Minooka, Montgomery, Oswego, Plainfield and Yorkville. In the 4th quarter, staff will continue to discuss these issues with Kendall County municipalities as well as ways in which CMAP can be of assistance.
- Staff is coordinating a needs analysis supporting the City of North Chicago's forthcoming comprehensive plan update. Public input opportunities will include using the Metro Quest kiosks during North Chicago Community Days this coming August, and coordinating formal public meetings in the community with North Chicago planning staff. The initial discussion between CMAP staff and North Chicago staff has been scheduled for April 17 in North Chicago. CMAP staff and North Chicago planning staff will finalize an action plan for their needs analysis schedule for the summer of 2009.
- Complete converting the "Money, People and Houses . . ." webinar to PowerPoint, respond to all questions from participants and make both sets of material available to program participants. Offer the "Money, People and Houses . . .", webinar in June. Repeat the advertising and publicity activities and make a special effort to reach business advocates. Information will be distributed during the Market Analysis Forum on May 29.
- A review and evaluation of the planning sections of Ford Heights, Phoenix and Lynwood ordinances when codification has been completed.

INFORMATION TECHNOLOGY MANAGEMENT

Core Program Oversight: Matt Rogus

Information Technology Management refers to the design, acquisition, deployment and management of computing, telecommunications and data resources at CMAP. We will enhance our local area network, Web services and telecommunication links to function effectively and efficiently.

Web Server Management

Project Manager: Lance Tiedemann

Team: M. Rogus, Consultants

Product: Functional interface between internal network and Internet.

Description: Daily management and monitoring of internet protocols and processes.

3rd Quarter Progress:

During this quarter staff:

- Trained additional CMAP staff members in Ektron web editing.
- Provided technical support for the now thirty-plus Ektron web editors as well our non-Ektron web developers.
- Researched and wrote an RFP for technical consulting for our web environment.
- Researched and wrote an RFP for the design and implementation of a MS SharePoint based intranet.
- Implemented CMAP's mass email service.
- Upgraded Ektron CMS.
- Worked with communications staff to finalize several PAO's for website work.
- Consolidated our DNS registrations and name server hosting.
- Continued to assist/support staff on the use of CMAP Web environment.
- Implemented SAS for the Web environment

4th Quarter Objectives:

- To work with the communications staff on additional website upgrades.
- To choose a consultant and begin the design and implementation of a new CMAP SharePoint - Intranet site.
- To research alternative content management system products.
- To begin implementation of ArcGIS server.

Internal Server Management

Project Manager: Matt Rogus

Team: P. DuBernat, Consultants

Product: Functional interface between agency workstations and storage area network.

Description: Daily management and monitoring of internal workstation and server protocols and processes.

3rd Quarter Progress:

IT Infrastructure:

During this quarter, staff:

- Continued planning for business continuity project.
- Continued to respond to requests for IT support in each month of this quarter.
- Continued our daily IT maintenance including but not limited to: backing up the system and patching the system
- Reviewed options for better management of CMAP laptops
- Explored options for redundant internet services as part of Business Continuity plan
- Renewed Cisco switch maintenance agreements
- Researched new hardware options for CMAP (monitors, PCs, laptops, servers)
- Met with Electricians to discuss Electrical upgrades throughout office
- Researched new display options for Lake County Conference room
- Researched GSA procurement options for CMAP
- Reviewed CMAP's offsite storage options and recommended new service
- Developed and began implementing standardized Project Details template

4th Quarter Objectives:

IT Infrastructure:

- To procure and implement a new redundant internet service.
- To procure and implement additional backup hardware and licenses.
- To continue APC UPS system review.
- To continue working on business continuity plan including the review of off-site server options.
- To procure and implement additional hardware for staff.
- To implement new CMAP laptop management plan
- To continue development and refinement of standard project planning template

Application software management

Project Manager: Matt Rogus

Team: P. DuBernat, Consultants

Product: Maintained software applications.

Description: Periodic assessment of software needs and oversight of license agreements.

3rd Quarter Progress:

During this quarter, staff:

- Successfully implemented Microsoft Office 2007 throughout office

- Implemented Office 2007 training for CMAP staff
- Implemented Microsoft Office Home Use program for staff
- Implemented industry standard Wiki site for CMAP collaboration
- Created FY09 IT procurement plan for Microsoft, Symantec and Adobe licenses,

4th Quarter Objectives:

- To procure and implement additional Microsoft software products (i.e. SCCM, SQL enterprise).
- To procure and implement new servers and software licenses to upgrade to Microsoft Exchange 2007.
- To procure and begin implementation of SQL server clustering and upgrade.
- To upgrade and consolidate licensing for all CMAP Adobe software products to latest version
- To renew and procure remaining software maintenance agreements for FY09

Office Systems Management

Project Manager: Penny DuBernat

Team: M. Rogus, L. Tiedemann

Product: Maintained telephone, entry security, digital recording systems

Description: Daily monitoring of office systems, principal contact with vendor maintenance contractors.

3rd Quarter Progress:

Asset Management System:

- During this quarter Discussions were held with SunGard regarding the process required for the importation of fixed asset data into the IFAS software application.
- The most recent version of the RedBeam Asset Management was download and the database was exported and sent to the vendor to be converted for use in the new version.

Telecommunications Management:

- Telecommunications costs are being monitored; specifically we are monitoring cell phone usage to determine if our current minute's program will be adequate for the coming year.

Financial Software:

- During this quarter SunGard presented the quote for ongoing monthly maintenance of the IFAS software application.
- The requirements for the Timecard OnLine module were presented to SunGard
- All data entry for the HR/PY modules has been completed and test payrolls have

- been run and configuration adjustments have been made but are on-going.
- Reporting requirement have been addressed for both the HR/PY modules and will be finalized next quarter.
- The AP and AR processes were run through completely with the exception of check printing in AP.
- We also accepted the bids for the selected ELF forms for the AP checks and invoices.
- Basic IFAS Admin training was conducted with the IT staff
- We also worked on our workflow models. The following models were completed and in the process of being tests:
 - Purchase Requisition
 - Journal Entry Approvals
 - Contract Approvals
 - AR approvals
 - Fixed Asset Notification
 - Timecard Submit Notify
 - Work Visa Expiration Notice
- The following “How To documents” were written:
 - FA-2009-002 How to Add a ZIP code to a Municipality File in IFAS
 - FA-2009-003 How to Configure Insight for Timecard Data entry
- Designed the Leave Time Request Form and submitted it to SunGard for review.

Digital Recording Systems:

- The WinScribe software was upgraded to the latest version.

Entry Security Systems:

- None

Risk Assessment Committee

- The Committee met and it was decided that CMAP should research the possibility of contracting with a 3rd party vendor to process the registration of and fee collection for CMAP sponsored events.

4rd Quarter Objectives:

Asset Management:

- To continue to add new assets into the Asset Management System and begin to document a new procedure for the addition of new assets into the new accounting software application and RedBeam.
- To install the RedBeam Asset Management Software onto George Rivera’s computer and transfer the daily management responsibilities to him.
- The information regarding assets will be exported from the RedBeam Asset Management Program and imported into IFAS. The imported information will only be raw data, it has been decided to allow IFAS to re-calculate the

depreciation on all depreciable assets.

Telecommunications Management:

- to prepare the annual telecommunications cost report
- to continue to monitor all telecommunications costs

Financial Software

- Contract negotiations for monthly IFAS maintenance will be conducted
- Upgrade IFAS software to 7.9.3
- Create workflow model for the Leave Time Request Form customization
- Test SERS and IMRF reports and transmissions
- Test EFT transmissions to Bank of America
- Plan and conduct F&A Admin training with Lorrie Kovac and Dorienne Preer. The daily support tasks for their sections will be handed off to each of them.
- Parallel payroll runs will continue and the results will be compared with those produced by Solomon.
- All required necessary IFAS reports utilizing Click, Drag and Drill will be completed
- IFAS security will be implemented
- To plan the Documents Online component of the IFAS application.
- Receive PY and AP check ELF forms from SunGard
- Submit payroll and AP check proofs to Bank of America for final approval.
- Implement workflow models
- Configure workflow
- Complete AR training
- Staff training in purchasing and timecard date entry will be planned and completed
- Training for DED will be planned and conducted
- Finalize the recurring journal entries to allocate indirect costs proportionally to each GL key charged per pay period.
- GO Live with IFAS

Entry Security Systems

- An overall assessment of the current system which will include the design of a structured management system has been deferred until the next fiscal year.

Digital Recording Systems

- No additional work is deemed necessary at this time.

Risk Assessment Committee

- At the request of Penny DuBernat, the research for a 3rd party vendor to process and collect fees for CMAP events has been deferred to the next fiscal year.

REGIONAL WATER SUPPLY STUDY

Program Oversight and Project Manager: Tim Loftus

Team: J. Elam, S. Perpignani, A. Talbot, H. Ahmed, Y. Pineyro, M. Schneemann

Description: The project fulfills Governor Blagojevich's Executive Order 2006-1 with CMAP working in conjunction with the Illinois Department of Natural Resources, Office of Water Resources. CMAP will convene, lead, and support a Regional Water Supply Planning Group (RWSPG) that is responsible for plan recommendations, develop water-demand scenarios to 2050 using expanded population projections, facilitate outreach and education, and ultimately produce a regional water supply plan in coordination with the RWSPG for the eleven-county water planning region.

Products and Key Dates: Planning decisions are now being made at each monthly meeting. The ISWS will produce their draft supply/demand analysis report in February 2009. The Northeastern Illinois Regional Water Supply Plan will be delivered on July 1, 2009.

3rd Quarter Progress:

The RWSPG met three times during this quarter. We continued to assess new demand/supply analysis output of the ISWS. The ISWS work will continue throughout the balance of the project, but we anticipate no new information beyond April that will influence the final draft plan. Topics of discussion included Lake Michigan water allocations, policy ideas, and the evolving draft plan itself. Regarding the latter, staff continued with writing the draft regional water supply plan, issued three drafts, and began a detailed response to comments on the first two drafts issued by the Business, Industry, and Power group.

4th Quarter Objectives:

The primary objective is to complete the regional water plan by the end of the fiscal year.. This entails gaining approval by the RWSPG at the June 23rd meeting. Along the way, we anticipate three monthly meetings and another special meeting on April 13th requested by Kane County to discuss the special circumstances faced by groundwater dependent communities and a water supply plan response. As suggested above, the RWSPG expects additional output from the ISWS: more discussion of their analyses and a final draft report. Effort will continue to be made towards developing and implementing a funding strategy to support plan implementation and continued planning beginning in July 2009.

WATERSHED PLANNING

Program Oversight: Management Staff

This program covers the agency's activities in the areas of watershed planning,

analyzing and making recommendations on proposed amendments to facility planning areas, providing technical assistance and project oversight to various USEPA and IEPA grant programs and participating in various stakeholder groups throughout northeastern Illinois.

Volunteer Lake Monitoring Program (VLMP)

Project Manager: Holly Hudson

Team: R. Pietrowiak

Description: Coordinate Illinois EPA's VLMP for the seven county region, involving over 100 volunteers at approximately 80 lakes.

Products and Key Dates: Technical assistance, training (May 2009), data management, monitoring forms, maps, fact sheets, quarterly reports.

3rd Quarter Progress:

- finished reviewing 2008 Secchi monitoring forms, and contacted volunteers regarding missing or unclear data;
- reviewed registration lists for the ILMA conference and provided the Statewide Coordinator the names, lakes, and service awards for those NE Illinois volunteers that were attending;
- continued editing the VLMP Training Manual;
- beta-tested Illinois EPA's web-based data retrieval system and prepared extensive comments which were provided to the Statewide Coordinator;
- fulfilled a request from the Lake County Health Department--Lakes Management Unit for copies of Secchi monitoring forms for several Lake County lakes;
- gathered and sent VLMP information to potential new volunteers at Bangs Lake in Lake Co. and Sanctuary Pond in DuPage Co.;
- reviewed sections of the near final draft of the digital video with the video producer and provided comments
- attended the Illinois Lake Management Association (ILMA) conference, including the VLMP session, in Peoria on Feb. 18-20;
- provided data and information as requested to Illinois EPA regarding missing or unclear data on the 2008 water quality and chlorophyll lab sheets turned in by volunteer monitors;
- provided Dunn's Lake and Lake Antioch site location and depth information to the Statewide Coordinator and Des Plaines Lakes Unit staff;
- updated the lists of lake-related consultants and contractors, gathered RFP examples, prepared information on grant funding sources, and met with the Village of Oakwood Hills Lake, Beach, Park & Fen Committee to discuss lake management planning and potential grant sources;
- discussed winter fishkill incidences with several volunteers and provided links to newspaper articles on the subject;
- discussed and offered additional technical assistance to the volunteer at Longmeadow Lake regarding planning a sediment removal project;

4th Quarter Objectives:

Complete revised Training Manual, participate in Coordinator training session on April 24 near Springfield, review and comment on the artwork proofs for the DVD self-mailer and disc surface, beta-test and comment on the check-disc of the instructional DVD, mail this year's supply of Secchi monitoring forms and associated supplies to volunteers, prepare for and conduct Secchi monitoring and water sampling training.

Maple Lake Phase 2 Rehabilitation and Protection Program

Project Manager: Holly Hudson

Team: G. Wu, J. Drennan

Description: Technical advisor to the Forest Preserve District of Cook County for an Illinois Clean Lakes Program Phase 2 rehabilitation and protection project at Maple Lake.

Products and Key Dates: Water quality monitoring (monthly during July, August, September, October 2008; May, June 2009), accumulated sediment volume assessment (fall 2008), aquatic plant community surveys (fall 2008, spring 2009), technical consultation, and quarterly reports.

3rd Quarter Progress:

Reviewed the aquatic plant maps, accumulated sediment maps and calculations prepared by staff.

4th Quarter Objectives:

Finish the accumulated sediment calculations and maps; research sediment removal options and costs; meet with FPD staff to review project status and next steps.

Lake Biodiversity Recovery and Protection Plan Development Pilot Project

Project Manager: Holly Hudson

Team: P. Dubernat, K. Heery, T. Schmidt

Description: Joint project with the Lake County Health Department-Lakes Management Unit. The goals of the project include developing a lake biodiversity database, updating lake classifications from Chicago Wilderness' Biodiversity Recovery Plan, and preparing two lake-specific biodiversity recovery and protection plans.

Products and Key Dates: Two recovery and protection plans and a summary project report (June 2009).

3rd Quarter Progress:

- Developing a proposal to work with Lake County Forest Preserve District (LCFPD) and potential lakes for the two plans;
- Continued work on database project.

4th Quarter Objectives:

Complete the database query so that lakes can be categorized and so LCHD can conduct the phone survey. Continue to work with LCHD-LMU and LCFPD to prepare two plans.

Facilities Planning Area (FPA) Process

Project Manager: Dawn Thompson

Team: D. Kopec, J. Elam, T. Loftus, D. Clark

Description: FPA 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 designated water-quality planning agency for the six-county region, with responsibility for reviewing wastewater permits and facility plans to ensure consistency with the federally approved Illinois Water Quality Management Plan. CMAP's Wastewater Committee conducts reviews of requested changes to the plan's current water-treatment boundaries and makes recommendations to the Illinois EPA, which maintains decision-making authority for amendments to the plan.

Products and Key Dates: Recommendations to IEPA on requested changes to FPAs in northeastern Illinois.

3rd Quarter Progress:

- Met with Commissioner Debra Shore of the MWRDGC who was recently appointed as a Wastewater Committee member to discuss pertinent issues related to wastewater planning;
- Developed public notices, reviews, notices, sign off letters, additional needs letters, and maps for the following applications: Yorkville Bristol S.D.; Mill Creek WRD; Illinois American Water Company; Newark Sanitary District; City of Marengo; Village of Woodstock; Lindenhurst Sanitary District; and the Grand Prairie Sanitary District;
- Conducted meetings with officials from the Village of Mundelein and the City of Sandwich. The meetings were held to address the officials' FPA application submittals;
- Developed additional needs letters for the City of Sandwich; Village of Woodstock; Grand Prairie Sanitary District; Illinois American Water Company; and the Lindenhurst Sanitary District;
- Attended and facilitated a public hearing for the City of Woodstock's FPA amendment request. Staff addressed concerns from the Village of Bull Valley regarding the Woodstock request. A public hearing transcript was also developed following the hearing;
- a table outlining Level I and Level II activities and outcomes was updated and placed on CMAP's website;
- Completed public notices for several Level III amendment requests. The majority of the requests will utilize Economic Stimulus Funds;

- Several custom GIS maps were developed outlining FPA boundaries for members of the general public. Metadata for the FPA GIS layer was completed and forwarded to other staff for review;
- Completed CMAP's interactive FPA amendment application form and mapping website.

4th Quarter Objectives:

- to create public notices for upcoming FPA amendment applications;
- to create custom GIS maps for upcoming Wastewater Committee meetings on submitted amendment applications;
- to complete staff's review and assessment of Level I, II, III amendment applications.

Fox and Des Plaines River Watershed Protection, Restoration, and Education (Phase 3)

Project Manager: Holly Hudson (project management currently transitioning to Dawn Thompson)

Team: R. Pietrowiak, M. Elberts

Description: Serve as the grant administrator and technical advisor through a Clean Water Act Section 319 Nonpoint Source Pollution Control Program grant from Illinois EPA for three implementation projects within the Fox River watershed and one implementation project within the Des Plaines River watershed.

Products and Key Dates: Implementation of BMP projects, quarterly reports, draft O&M plan (February 2009), final O&M plan (April 2009), draft project report (April 2009), final project report (June 2009), photographic documentation (June 2009).

3rd Quarter Progress:

During this quarter, staff conducted the following project activities:

- compiled 319 quarterly progress reports from all 319 subgrantees; added CMAP's, and forwarded to the Illinois EPA;
- spoke with officials of the City of Aurora and the Village of Wheeling to determine project deliverable dates. The dates will be included in CMAP's amended agreement with the Illinois EPA;
- updated the 319 milestone schedule for all subgrantees;
- reviewed and approved an invoice from the Village of Buffalo Creek;
- The following items were commented on by CMAP staff and either forwarded to the Illinois EPA or to appropriate 319 subgrantees:
 - City of Aurora's Bio-infiltration Facility Implementation – Landowner Agreement; Decomposition BMP Implementation-Landowner Agreement;
 - Green Infrastructure Implementation Project; River Edge Park Stormwater Wetland Bioswale BMP Location Map; Edge Park Wetland

- Bio-Swale Concept Plan sketch; Naturalized Stormwater Management Corridor Plan;
 - Bio-infiltration Facility Draft Design Plans; Lincoln Avenue Metra Park Lot Bio-Filtration Facility Conceptual Design; and its Education Work Strategy.
 - Dixie Briggs Fromm's educational signage and draft O & M plan.
 - Village of Wheeling's O & M plan.
- finished preparing comments and questions on the draft O&M plan for the Dixie Briggs Fromm (DBF) Stream Corridor Restoration Project and entered them directly into the Word document;
- reviewed and edited the revised draft DBF educational sign designs in Microsoft Publisher, burned the electronic files to a CD for Dundee Township, and met with Dundee Township staff to discuss the edited sign designs;
- requested and received the County of Kane logo to add to the DBF educational signs;
- reviewed the draft web pages prepared by Kane County for the DBF project and wrote preliminary comments;
- prepared for and attended a meeting with Village of Wheeling staff, their design engineer, and the construction contractor to discuss next steps and needed submittals from the construction contractor toward resolving questions regarding the capabilities of the personnel who will be conducting the in-stream work;
- updated the outline for the final project report and e-mailed it to Shaw Environmental and Infrastructure (the City of Aurora's consulting engineering firm).

4th Quarter Objectives:

Begin FAA amendment process with Illinois EPA to accommodate revisions in the City of Aurora's Green Infrastructure Implementation Project scope of work and timeline, as well as in the Village of Wheeling's Buffalo Creek Streambank Stabilization Project timeline.

Accommodate revisions in the City of Aurora's Green Infrastructure Implementation Project scope of work and timeline, as well as in the Village of Wheeling's Buffalo Creek Streambank Stabilization Project timeline and with the Geneva Park District's additional funding request; receive and review the final revised educational sign designs for the Dixie Briggs Fromm Stream Corridor Restoration Project from Dundee Township.

Fox River Watershed Restoration and Education (Phase 4)

Project Manager: Holly Hudson, Dawn Thompson

Team: R. Pietrowiak, M. Elberts

Description: Serve as the grant administrator and technical advisor through a Clean Water Act Section 319 Nonpoint Source Pollution Control Program grant from

Illinois EPA for four implementation projects within the Fox River watershed.
Products and Key Dates: Draft designs and specifications (December 2008), final designs and specifications (February 2009), permit applications and draft landowners agreements (December 2008), final permits and landowners agreements (February 2009), draft O&M plans (February 2009), quarterly reports.

3rd Quarter Progress:

During this quarter, staff conducted the following project activities:

- Received fully executed subcontract agreements for the Village of Streamwood and the City of St. Charles; both agreements were forwarded to relevant parties;
- drafted templates to each subgrantee outlining items that are required to meet 319 objectives;
- developed and forwarded several documents/forms/templates that 319 recipients will need in order to meet requirements associated with projects from St. Charles, Norris Woods, and the Village of Streamwood Projects;
- developed a letter approving West Dundee's request to utilize Bonestroo as their engineering design firm;
- arranged and participated in meetings with the Village of Streamwood, the St. Charles Park District, and Dundee Township to review 319 project roles, required submittals and timelines, and visit each project site;
- developed and forwarded CMAP comments to the Illinois EPA and the applicant on the following items for the Jelkes Creek Project: the revised plan and associated submittals; BMP Application Form; Opinion of Probable Costs; Load Reduction Sheets (Wetland, Grass Swale, and Infiltration Basin); request for proposals bid; revised engineering plans; estimating pollutant load reduction worksheets; design report; draft RFP; and its landowner agreement.
- gathered the various Otter Creek 319 project plans and documents for photocopying for the current 319 project manager at the St. Charles Park District;
- prepared for and led meetings with 3 of the 4 subgrantees (Village of Streamwood, St. Charles Park District, Dundee Township) to review 319 project roles, required submittals and timelines, and visit each project site;
- downloaded the photos taken of the project sites, placed them on CMAP's FTP site, and provided instructions to Illinois EPA and Hey and Associates staff on accessing the FTP site and downloading the photos;
- asked Hey and Associates for, then reviewed and added to, an overview of permits needed for the St. Charles Park District's project, and provided this information to the District.

4thrd Quarter Objectives:

review and comment on the revised Jelkes Creek design plans and associated submittals; assist the other subgrantees as requested as they work on their draft design and associated submittals; meet with the Village of West Dundee to overview the project and see the proposed BMP installation sites.

Jackson Creek Watershed Plan

Project Manager: Jesse Elam

Team: A. Talbot, H. Ahmed, K. Heery, M. Elberts

Description: The purpose of this project is to develop a state-approved and locally-acceptable watershed based plan for Jackson Creek that follows U.S. EPA guidelines and that is designed primarily to address water quality impairments. The watershed based plan will address the HUC 10 watershed — including the sub-watersheds of Jackson Creek, Jackson Branch, and Manhattan Creek — with both a protective and remedial thrust, reflecting the need to control existing impairments as well as to anticipate and prevent further degradation. Impairments resulting from nonpoint source pollution from agriculture and urbanization, broadly speaking, will be the main focus of the analysis and plan recommendations, although municipal point source discharges cannot be ignored. The resulting site-specific plan of action may include as recommendations both structural BMPs as well as non-structural measures, such as policy changes, as appropriate.

Products and Key Dates: Watershed resource inventory (August 2008); Executive summary, full plan, full color poster documenting existing conditions and plan recommendations (January 2009).

3rd Quarter Progress:

The first draft of the plan was presented to the Will County Stormwater Committee and other stakeholders. Based on comments received, a second draft of the watershed plan was completed and submitted to Will County. The poster required under the contract was also completed.

4th Quarter Objectives:

Finalize plan and close out project.

Kishwaukee River Basin Planning

Project Manager: Tim Loftus

Team: J. Elam, K. Heery

Description: In partnership with the Kishwaukee River Ecosystem Partnership members, the plan is expected to address the nine components of a watershed-based plan that are required with funding through Section 319 and IEPA, utilizing the Basinwide Management Advisory Group (B-MAG) framework. These plans will be the first to be considered for incorporation into areawide water quality management plans.

Products and Key Dates: Three watershed plans by July 31st.

3rd Quarter Progress:

Staff met with IEPA in Springfield to discuss our Final Report and work that remains (post-grant) on the task at hand. Two public meetings were conducted with IEPA and

KREP to kick off the 30-day public comment period. One presentation was made to the Village of Poplar Grove, Board of Trustees to gain their endorsement of the Beaver Creek Watershed Action Plan to the Village Board. The Village asked for and was given a resolution to adopt for that purpose.

4th Quarter Objectives:

Presentations are scheduled for the Village of Capron (Beaver Creek), the City of Harvard (Lawrence Creek), City of Woodstock (Upper Kishwaukee River), Village of Lakewood (Upper Kishwaukee River), and City of Crystal Lake. Staff will seek city/village endorsement of watershed plans. IEPA will ultimately decide to amend the Illinois Water Quality Management Plan (or not) by including the watershed plans. Such a formal decision will be made in August at the annual hearing before the Illinois Pollution Control Board.

