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CMAP Staff Quarterly Progress Report

1st Quarter

Fiscal Year 2009

**CHICAGO METROPOLITAN AGENCY FOR PLANNING
QUARTERLY REPORT FOR 1ST 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)
- 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)

1st Quarter Progress:

- Presented initial findings of business location decisions, cluster analysis, and air quality snapshots to home committees.

- Introduced freight snapshot to home committee (Transportation).
- Continued to prepare jobs-housing balance, aging, and Latino population snapshots for release.
- Received Board approval to contract for assistance in developing a snapshot report on energy.

2nd Quarter Objectives:

- Present initial findings of business location decisions, cluster analysis, and air quality snapshots to Planning Committee.
- Introduce residential location decisions and land use inventory snapshots to home committees.
- Release jobs-housing balance, aging, and Latino snapshots.
- Initiate Trust-led work on human and community development report preparation.

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.

1st Quarter Progress:

- Strategy reports on eight topics posted.
- Contracts for additional assistance on strategy work on transportation and energy topics approved.

2nd Quarter Objectives:

- Post strategy reports on approximately twelve topics.
- Select consulting firm to assist with strategy work on economic development topics.
- Initiate Trust-led work on human and community development report preparation.

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.

1st Quarter Progress:

- Began development of data warehouse.
- Conducted indicators workshops (see below), received input from CMAP working committees, and collaborated with subject area experts in several fields to identify and prioritize tracking indicators.
- Developed draft recommended list of tracking indicators and received recommendation for endorsement from Transportation committee.

2nd Quarter Objectives:

- Prioritize data needs and manage data acquisition.
- Receive endorsement of tracking indicators from MPO and Board.
- Begin development of forecasting/modeling indicators and receive input from stakeholders and committees.
- Develop narrative and format of first indicators visualization release.
- Develop RFQ/RFP for web development in coordination with the Trust.
- Develop draft municipal survey in coordination with C&TA staff.

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.

1st Quarter Progress:

- Completed procedure for developing reference scenario and developed standard reporting stratifications.
- Received initial economic forecasts from REAL and developed initial demographic projections.

2nd Quarter Objectives:

- Prepare visualizations of reference scenario and standard reporting products.
- Receive final economic forecasts from REAL and refine demographic projections.
- Develop and calculate baseline evaluation indicators for reference scenario.

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.

1st Quarter Progress:

- Began tests of model procedures associated with Brownfield strategies.
- Developed schedule and work plan for extension of model testing to other key strategies.

2nd Quarter Objectives:

- Continue developing and testing model procedures for individual strategies and capital proposals.
- Begin involvement of subject area experts in validating model assumptions for strategy assessment.

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.

1st Quarter Progress:

- Continually reviewed, maintained, and updated website.
- Posted regular blogs and promoted website through links in other blogs.

2nd Quarter Objectives:

- Continually update website, focusing on directing traffic to the content in the Idea Zone section.
- Begin WebSolutions implementation of new Idea Zone page and use of icons and improved interaction capabilities
- Post all completed strategy reports online, in interactive or PDF format

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.

1st Quarter Progress:

- Entered into contract with consultant to develop software for public involvement in scenario evaluation and began development process.
- Held project kick-off with key CMAP staff
- Coordinated exchange and validation of data for the software and continue to monitor the software progress.
- Developed materials to recruit communities and designers to participate in the design workshops.

2nd Quarter Objectives:

- Complete initial development of software tool for validation.
- Begin to train key staff on using the software.
- Recruit communities and designers to participate in the design workshops, and begin scheduling and planning workshops.

Major Capital Projects

Project Manager: Ross Patronsky

Team: Banks

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.

1st Quarter Progress:

- Developed basic work plan and presented to Transportation committee for feedback.
- Received Board approval of contract for outside assistance in development of evaluation measures.
- Began collection and formatting of capital project information.

2nd Quarter Objectives:

- Continue development of work plan and capital project information collection.
- Initiate development of evaluation measures.

Financial Plan

Project Manager: Matt Maloney

Team: Schaad, Alford, Wies

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

- A planning assessment of the region's existing public finance (October 2008)
- Assessments of the financial ramifications of *GO TO 2040* strategies (February 2009)
- A strategy for financing the plan's recommendations (Ongoing to coincide with development of the "preferred scenario").

1st Quarter Progress:

- Staff has documented annual revenues by local unit of government by revenue source (primarily major taxes and user fees) and has begun to document regional policy issues related to the major revenue sources (property, sales, income tax as well as motor fuels tax and real estate transfer tax).
- Staff has begun to research and document expenditures by local unit of government. Staff has also begun documenting the flow of state and federal expenditures into the region.
- Staff has conducted initial research and analysis of the financial ramifications of 14 strategies. The work has included research on current spending and programs as well as case studies and comparables. Analysis is primarily fiscal in nature.
- Staff has conducted an in-depth fiscal analysis on brownfields remediation. It should be noted that these in-depth assessments are now included as a primary component within the overall *GO TO 2040* modeling timeline (see *Scenario Design and Evaluation: Regional Assessment*).
- For transportation related strategies, staff has worked to identify various "unit costs" to highway, arterial, local road, transit, and freight capital improvements as well as maintenance.
- Staff has convened a resource group of local civic organizations and academics to advise staff work on the Financial Plan.
- A consultant has been selected for recommendation to the CMAP Board. The consultant will primarily be involved with task 2 of this project.

2nd Quarter Objectives:

- Complete technical document and include revenues and expenditures by both local units of government as well as document state and federal expenditures to the Chicago metropolitan region.
- Complete initial assessments for 20 strategies, and more in-depth assessments for 7 strategies to coincide with the *GO TO 2040* modeling timeline.
- Complete assessment of transportation unit costs.
- Continue ongoing internal research and policy analysis. This will primarily be a future task for the 3rd/4th quarters of FY 2009.
- Financial Plan Resource Group: first meeting on October 7.

- Consultant contract: pending CMAP Board approval, define scope of work of consultant and receive at least 2 in depth strategy analysis deliverables for input into the *GO TO 2040* modeling process.

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.

1st Quarter Progress:

- Conducted ten Indicator Workshops across the region in Tinley Park, Wheaton, Yorkville, Arlington Heights, Geneva, Grayslake, Joliet, LaGrange, Crystal Lake, and Chicago. Over 300 stakeholders participated.
- Workshops were interactive, structured around an indicators presentation, individual worksheet exercise, dot voting on modified “World Café”-style theme stations, and steps for continued future involvement.

2nd Quarter Objectives:

- ✓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).

1st Quarter Progress:

- Reviewed strategy analysis paper production timelines.

- Met with External Relations and Plan Implementation staff on possible approaches to workshop scope and design.

2nd Quarter Objectives:

- Assemble project team, determine scope and reach, and create workshop design.
- Develop timeline based on strategy paper production schedule and tracking with CMAP working committee meeting schedule.
- Develop outreach plan among professional interests and implementation agencies.
- Commence workshop series.

Scenario Design and Evaluation: Public Involvement and Materials Design

Project Manager: Hubert Morgan

Team: Banks, Williams-Clark, Lawson, 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)

1st Quarter Progress:

- Staff met to design a strategy/framework public engagement and participation execution for community workshop in the spring /summer 2009.
- Staff identified key targets groups and partners, number of meetings, and potential workshop locations.

2nd Quarter Objectives:

- Develop a draft community workshop calendar.
- Develop list for community workshop location sites.
- Develop list for community workshop partners, i.e., counties, COGs, *GO TO 2040* Partners
- Review MetroQuest tools used in other regions
- Meet to conceptually develop public involvement process.
- Begin to develop materials to be used for public involvement.

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. To insure information gathered is in a format that can be 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)

1st Quarter Progress:

- Project not yet initiated.

2nd Quarter Objectives:

- Identify key materials needs to collect public input – at meeting and electronically.
- Utilize the “Public Comment and Management Tool” for DRIs as a pilot for tool for collection of public input.
- Enhance the DRI tool with project team.

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 (like CNU or ULI) could help by participating in a local design workshop, or nonprofit groups could host meetings to discuss scenarios. 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 data base will inform the CMAP central contact list (Ongoing)

1st Quarter Progress:

- ER staff coordinated and facilitated multiple Community Conversations throughout the region - Matteson, NIU, Elgin, Cicero, Chicago (el valor), Blacks In Green, Homan, Washington Township/Beecher, Deerfield-Greenminds)
- ER/CMAP staff coordinated, staffed, and presented *GO TO 2040* at various festivals or events throughout the region IML, Greentown Aurora, Teamwork Englewood and Imagine Englewood If...; WHP NHS Community Fair, 15th Annual Kids & Family Health Fair, Black Wall Street Journal, Latino Youth Summitt II at New Life Community Church, ACSP/AESOP tour group, CAN TV coverage English and Spanish.
- ER staff continues to regularly update and maintain outreach pages on www.goto2040.org. This quarter significant progress was made on updating the Get Involved/Partnership page, including a form page. Additionally, updates were made to the Community Conversations page.
- ER staff launched the GO TO 2040 Partnership Program. Staff prepared kits with sample documents available in electronic and hard copy.

2nd Quarter Objectives:

- Continue to schedule monthly Community Conversations – through meetings, letter mailings, and other contacts, specifically reach out to board members.
- Present *GO TO 2040* Partnership to all CMAP committees and COGs.
- Coordinate, and attend festivals/events to represent CMAP and the *GO TO 2040* plan, specifically – IHC Oil and Water Series, CBG – Water Symposium, Chicago Wilderness – Congress, Lt. Gov. Sustainable Cities Symposium, and Fairchild Science Symposium.
- Send out PSA/Outreach video to cable/public access networks.
- Coordinate with ASA on Bold Ideas schools and teacher workshop through FLIP student teacher recommendations, CBG, and other contacts.
- Complete folder and CD development.
- Complete Vision Report for Community Conversations.
- Increase media coverage of *GO TO 2040* in Spanish-Speaking community.

Resource Guide for Community Conversations

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.

1st Quarter Progress:

- ER staff to identify changes to Community Conversation format to meet the needs of the next phase of the public engagement plan.
- Staff developed a standard format for Community Conversation reports for expeditious reporting to attendees, the website and for internal purposes.
- Staff completed ten Community Conversation reports.

2nd Quarter Objectives:

- Complete folder and CD development.
- Publish Community Conversation reports.
- Revised method of collecting information, possibly revise 10-minute survey.

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. March 2009 (Saturday) Final Presentation

1st Quarter Progress:

- Finalized collection of student applications and confirmed 40 students will be participating in the program.
- Met with Chaddick Institute to develop curriculum for each series, specifically topics and agenda.
- Coordinated and completed FLIP orientation (09/13/08) at Field Museum, event had over 75 attendees.
- Coordinated upcoming Retreat (10/04/08) and Session 1 (10/25/08) and 2 (11/15/08) and event logistics.

2nd Quarter Objectives:

- Complete FLIP retreat and coordination of Sessions 1-3 logistics.
- Begin coordinating logistics for Sessions 4 (01/10/09) and 5 (02/07/09).
- Work to arrange meeting between CMAP Board members, local elected officials, and students.
- Regroup with communications staff to develop media strategy for final presentations in March.

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, Banks, Krell, Sanders, Ferguson, Ostdick, Patronskey, 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).

1st Quarter Progress:

- New TIP database ready for Beta testing
- TIP Visualization system in place and request for public input has begun
- 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 recessions
- Update TIP brochure
- Create and monitor Marks Table
- Development and posting of 2005, 2006, and 2007 obligation report
- Staffed COGs meetings to clarify and explain TIP and regionwide expenditures.
- Sent letters to sponsors of 2007 CMAQ projects that have not obligated funds yet advising them of the need to do so by the end of the year, or face possible withdrawal of funds.

2nd Quarter Objectives:

- Developing a training module for TIP web-based database
- Development of updating TIP documentation
- Expenditure reports updated
- Removal or update of all FFY08 program line items in the TIP
- Develop possible rescission table
- Develop SFY08 obligation report
- Update new TIP database with changes through October Policy Committee meeting
- Use new TIP database to process revisions in October; use selected implementer staff to help with testing/processing. This will be in parallel with current Access database.
- Use new TIP database for changes in November. May be pushed back to December depending on stability of system.
- Execute phase 2 contract with database consultant.
- Send letters to sponsors of FY 2008 projects advising them of the need to initiate the project before the end of the year or face possible withdrawal of funds.
- Monitor responses to letters to 2007 and 2008 CMAQ sponsors and prepare summaries for the CMAQ Project Selection Committee.

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).

1st Quarter Progress:

- Presented a staff recommended FY 2009 program to the CMAQ Project Selection Committee (PSC) for recommendation to the Transportation Committee approval to release the program for public comment.
- Released the FY 2009 proposed program with Transportation Committee approval for a 30 day public comment period.
- Sent letters to sponsors notifying them of the proposed program that was released for public comment. Letter also notified respective mayors/presidents and planning liaisons.
- Drafted responses to the public comments received on the proposed FY 2009 program and presented them to the PSC with a revised proposed program in light of the comments received.
- Finalized programming marks for the FY 2009 program.
- Held a kick-off meeting with UIC on the post implementation evaluation of CMAQ projects project.
- UIC developed an initial list of bike/ped projects for post-implementation evaluation.

2nd Quarter Objectives:

- Present the proposed FY 2009 program to the Programming Coordination Committee, CMAP Board and MPO Policy Committee for approval.
- Request that IDOT forward the approved FY 2009 program to USDOT for final eligibility determination.
- Notify sponsors of program approval once eligibility determination is received.
- Review and prepare project information from approved list for inclusion in the TIP.
- Begin to review application materials and methodologies for the FY 2010 cycle.
- Develop materials to help sponsors of approved projects implement their projects in a timely fashion and work with IDOT on a coordination session for the sponsors.
- Release FY 2010 application materials for the Call for Projects.
- Make presentation to COM hosted event on CMAQ program. This is intended for municipal sponsors of applications.

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).

1st Quarter Progress:

- Held a Tier II Consultation meeting on September 23rd for the purpose of discussing the comments received on the update to the 2030 RTP, TIP amendments and conformity analysis. Also discussed the recommendations from the 2005 Certification Review in anticipation of the 2009 review.
- Updated projects in TIP with inconsistent completion year data.
- Completed conformity analysis of TIP amendment to be adopted by MPO Policy Committee on October 9th.
- Obtained training in MOVES, the next emissions model from USEPA

2nd Quarter Objectives:

- Maintain discussions with IEPA concerning 8-hour ozone SIP, annual PM_{2.5} SIP and designation of non-attainment area for daily PM_{2.5} standard.
- Begin work on next TIP amendment requiring conformity – December 31 is submission deadline, for approval at March MPO Policy Committee meeting.

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 staff support of the Advanced Technology Task Force and the Regional Operations Coordination 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:

- Quantitative evaluation measures for the benefits of ITS projects (December 2008).
- Quantitative evaluation measures for the benefits of Operations techniques (December 2008).
- Identification of significant gaps in the region's fiber optic communication backbone (December 2008).

1st Quarter Progress:

- Provided staff support for a task force meeting.
- Participated in Regional Data Archive development process.
- Provided staff support for development of the Regional Operations group development committee.

2nd Quarter Objectives:

- Quantitative evaluation measures for the benefits of ITS projects.
- Quantitative evaluation measures for the benefits of Operations techniques.
- Identification of significant gaps in the region's fiber optic communication backbone

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

1st Quarter Progress:

- Arterial intersection crash data analysis has been completed. The report is now being compiled.
- Vehicle Miles Travelled report has been completed and was the subject of the “Getting Around” column in the October 13 *Chicago Tribune*.
- Regional Parking Inventory compilation continued. Interim data was provided for 2016 event planning.
- A draft of the Mode Share report is in progress, but needs significant work.
- Highway congestion data is being compiled. First draft figures have been provided to graphic design staff to facilitate publisher-ready documents. We have held a meeting with IDOT staff to review the information, facilitate better information, and get feedback.
- Completed most data collection and analysis for an analysis of vehicle-miles driven per vehicle from IEPA data, in support of an analysis of a VMT tax alternative to the motor fuel tax.
- Worked with colleagues to coordinate work between transportation performance measures and regional indicators project. Many of the performance measures we are working on have been adopted as transportation indicators.

2nd 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, J. Schaad

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. The I-55/Stevenson Expressway Corridor will be a focus of strategy implementation. 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. Additional corridors in the region will also be considered, particularly the corridor centered on the Jane Adams Tollway. 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, July-August 2008
- Regional Congestion Management Process Workshop, August 2008
- Congestion Management Process Update, October 2008
- RTA/IDOT/CMAP I-55 Scope Concurrence, July 2008
- I-55 Contract Award October-November 2008
- I-55 Contract Completion June 2009
- Regional Congestion Strategy Reports: Arterials, Expressways, Parking, Lane Management/Congestion Pricing (in conjunction with Comprehensive Plan), December 2008

1st Quarter Progress:

- Held regional congestion management process workshop.
- Made a presentation regarding I-290 at national bottleneck elimination workshop in Virginia. Demonstrated, with a presentation and a video of existing infrastructure, that “low cost” projects being touted at workshop may not have a substantial effect on some of the significant bottlenecks identified by USDOT, such as the Eisenhower. We demonstrated that major capital investment is sometimes required.
- Provided information as requested regarding HOT lanes.
- Made substantial progress on strategy papers:
 - Managed Lanes strategy paper is complete.
 - Arterial strategy paper is 40% complete.
 - TDM strategy paper is 80% complete.
 - Parking strategy paper is 5% complete.

2nd Quarter Objectives:

- Complete strategy papers.
- Make substantial progress on I-55 or redirect money.

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 initiation of a new freight plan 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 (Jan 2009), Release public report (Feb 2009)
- Freight Indicators: Periodic reports through June 2009.
- Intermodal Connectors: Prepare report for Elwood connector and submit to IDOT (October 2008); Report for remainder of connectors and submit to IDOT (April 2009)
- Initiate Freight Plan (March 2009)

1st Quarter Progress:

- Completed three freight committee including presentations from Bob Costello, Chief Economist, ATA and Bob Heuer (agricultural changes and their impacts to transportation planning)
- Completed work for CMAP board approval of freight data and progressed toward obtaining data
- Made substantial progress on Freight Operations Strategy report and Freight Snapshot.
- Presented Freight Snapshot progress to freight and transportation committees
- Assisted in CMAP response letter to EIS for EJ&E acquisition

2nd Quarter Objectives:

- Continue work on Freight Snapshot
- Complete Intermodal Connectors report
- Conduct freight committee meeting
- Continue freight snapshot and strategy report updates to transportation and freight committees
- Obtain and analyze freight data

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, January 2009, and April
- Soles and Spokes Plan Task 3 Completion January, 2009
- Soles and Spokes Plan Task 4 Completion, June 2009

1st Quarter Progress:

- Set Soles and Spokes Workshop ("Nuts and Bolts of Implementing Bikeway Plans") for December 11, 2008.
- Initiated discussions with Will County Governmental League staff regarding a Soles and Spokes workshop on accessible public rights-of-way.
- Provided reviews of ITEP projects to IDOT.
- Completed and transmitted suggested changes to IDOT Bureau of Design and Environment Manual to promote pedestrian safety. Presented these suggested changes at the Transportation Committee.
- Incorporated recently adopted bikeway plans into the Bikeway Information System.
- Continued to provide bikeway planning information upon request to project implementing agencies.

2nd 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).

1st Quarter Progress:

- 2005 Inventory:
 - Quality-control:

- Currently underway. The start was delayed because it required the completion of updates to the 2001 Inventory based on “corrections” file generated during regular ‘05 Inventory work.
 - Tabular data checks completed to ensure that there are no improper codes or missing attribute information.
 - 2001/2005 “comparison” file currently being checked to flag potential errors due to an illogical “change” in land use (such as conversion from residential to agriculture). Once this is complete, both the 2001 and 2005 files will require further edits.
- Snapshot report:
 - Discussed general report structure with relevant planning staff.
 - Assembled supplemental data from other sources (i.e. CoStar, Agriculture Census) to provide additional insights for report. Preliminary analytical work begun.
- 2001 Inventory:
 - Updates made to Version 2.0 of the 2001 Inventory performed by Erik Pedersen based on “corrections” file.
 - Xiaohong Zhang has begun work on the metadata for the Version 2.0 file.
 - Q.C. work on the ‘05 file indicates that further modifications will need to be made to the ‘01 file prior to release.
- 2010 Inventory:
 - Continuing work on a proof-of-concept for the 2010 Inventory.
 - Held meeting at CMAP with the GIS managers for the seven counties where we discussed the possibility of using county parcel data as the foundation for the 2010 Inventory.

2nd Quarter Objectives:

- 2005 Inventory:
 - Quality-control:
 - Complete “illogical change” review;
 - Initiate and complete one-percent random sample
 - Post final corrections
 - Snapshot report:
 - Continue analysis once final corrections are made to ‘05 and ‘01 files.
 - Begin writing metadata
- 2001 Inventory:
 - Finish version 2.0 by posting changes flagged during ‘05 Q.C. work
 - Complete metadata.
- 2010 Inventory:
 - Continue work on a proof-of-concept for the 2010 Inventory.

- 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; October 29, 2008--interviews with municipal officials begin

1st Quarter Progress:

- Continued with implementation, mock-testing, and fine-tuning/adjustments to FV; encountered a slight problem with an "identify" button (an enhancement we had requested post-field-test)
- Dealt with an incompatibility issue with the paint chip photos (existing photos were of a different format than that required by the field laptop). Took photos in the field for the paint chip catalog that will be mailed out to participating municipal officials. Reconfigured "paint palette" tables to accommodate additional paint chips
- Began to establish meeting locations & times, and prepare background and support material for mailing to the first round of municipal participants.
- Began assembling data (annexation, NDD, employment estimates, etc.) for insertion into municipal review folders
- Establish protocol for and conduct post-FV session debriefings and data management. (delayed until beginning of 2nd quarter)
- Discussed water consumption variable refinement possibilities with Tim Loftus; an SIU study to produce consumption indices may be in the works
- Met with officials from McHenry County to discuss both 2030 projections and to brief them on the 2040 FV process.
- Assisted CMAP staff in projection-related information and provided same to several external sources.

2nd Quarter Objectives:

- Have the municipal projections data collection process humming along, with a steady stream of scheduled meetings and a rhythm established for set-ups, dossier review, de-briefings, and post-meeting mailings. I expect to be completing Kane County by the end of the 2nd quarter or, pending holiday schedule impacts, early in the 3rd quarter.

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.

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)

1st Quarter Progress:

- Reviewed 1990 tabulations.
- Created 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.
- Reviewed, organize, bind
- Set up web page with 1990 and 2000 Household Travel data & supporting documentation, tabulations, sample profiles, & brief discussion of weighting.
- Posted generic email account on web page for questions.
- Responded to questions and other inquiries about HH Travel Data.

2nd Quarter Objectives:

- Set up interactive discussion section on web page (if Ektron templates are completed)

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 (January 2009). Updated dataset of highway system infrastructure for 6+ counties in Illinois located outside of CMAP's planning area (May 2009).

1st Quarter Progress:

- Completed training of staff members on bus route coding procedures.
- Corrected initial round of errors in bus coding developed by interns.
- Completed review/update of bus coding for 75% of routes and completed QA/QC of 10% of routes.
- Developed programs to assist with QA/QC of revised coding.

2nd Quarter Objectives:

- Complete review/update of bus coding for remaining 25% of routes.
- Complete update of NIRPC project coding in network.
- Complete maintenance of highway project coding database.

Data Library Management

Project Managers: 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

1st Quarter Progress:

- Create a web interface for entering metadata for CMAP data tables and data fields
- Document all CMAP data tables with title, description, creator, provider, scope and terms of use
- Document all aggregations of CMAP data to geographic levels other than the data source's native level.
- 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)

2nd Quarter Objectives:

- Associate all CMAP data tables with data categories, and all data fields with data categories and keywords
- All data sets in Data Depot & SDE have up-to-date metadata.
- Integrate metadata library directly into CMAP data systems

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)

1st Quarter Progress:

- Publish a usable web map of Transportation Improvement Program (TIP) data
- Add spatial layers to the TIP maps, publish other base data using a common application framework
- Develop Google Maps/Google Earth functionality for simple displays of small data sets

2nd Quarter Objectives:

- Explore potential of the latest ESRI ArcGIS Server version for web applications
- Explore potential of Google Maps integrated with WebFocus
- Streamline and modularize process of generating KML (Google Maps/Earth data format) from CMAP data sets

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.

1st Quarter Progress:

- Upgrade the ParcelPointer microdata system for deployment outside Cook

County

- Beta version of new www.cmapdata.net web portal to give users access to data query tools, data downloads, and similar features
- Significant progress in training R&A staff on the WebFocus software

2nd Quarter Objectives:

- Upgrade the ParcelPointer microdata system to read MS SQL Server databases and take advantage of new CMAP web servers
- Roll out data visualizations engine with dynamic graphs and tables (allowing drilldowns)
- January 2009 – Integrate data visualizations into www.cmapdata.net web portal

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).

1st Quarter Progress:

- Reviewed several possible software options and settled on Google Sites for test mode. May have to change to another software package.
 - **Advantages of Google Sites:** (1) It is stored off site and does not require additional client or server software to be installed and/or maintained. (2) It is template driven and very user friendly. (3) It is free
 - **Disadvantages of Google Sites:** (1) It is not very flexible in formatting and layout options. (2) Cannot link to local directories or mapped drive letters with out-of-the-box version.
- Created first version of the Wiki site . So far only Kermit and Sandy have worked with it.

2nd Quarter Objectives:

- Decide on final software to use
- Expand initial content and invite other users to contribute and be beta testers.

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.

1st Quarter Progress:

- Completed locating crash sites in Will County and sent latitude/longitude coordinates to IDOT by email along with a memo providing information about those crash sites which were not able to be located. Locating crash sites in Will County involved considerable QC work because police reports on distances were often not accurate when compared with other information in the same reports.
- In doing QC on Will County, new problems with the SAS program were discovered and staff modified the program to address these errors.
- Received missing crash reports from IDOT for Kendall County, finished the entire process and sent results to IDOT by email.
- Crash reports which we do have for Lake and Cook Counties were read and location data entered into the Access database.
- Completed Table QC on those crash reports which we do have for Lake County and for 2001, 2002, 2003 Cook County.
- Inquired with IDOT on receiving the remaining crash reports for Lake County.
- Work is in progress on Table QC of the 2004 Cook County crash data which we do currently have.

2nd Quarter Objectives:

- Complete quality control of what was entered in the Access database table for the crash reports which we have received for 2004 Cook County.
- After this is completed, make an inquiry with my contact at IDOT about the remaining crash reports which we have not received yet. Most likely we will need to wait until IDOT completes their computer upgrade before receiving more crash reports and thereby being able to continue work on this project.

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

1st 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.
- Discussed board agenda topics or areas of focus for the remainder of the fiscal year.
- 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.

2nd 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

1st Quarter Progress:

- Completion of Housing Principles document- this was discussed by the CMAP Board at their October meeting.
- Staff worked toward the completion of a regional federal agenda. Work on this document is being done in conjunction with other regional civic groups and stakeholders.
- Internally, staff has worked further on a number of policy briefs- a number of these may be disseminated in the 2nd quarter.

Housing-specific policy work:

- Completion of municipal survey regarding municipal responses to foreclosures.
- CMAP sponsored a Neighborhood Stabilization Programs (NSP) Funds meeting on October 17th which convened regional recipients of NSP funds and key stakeholders to discuss potential coordination, planning and implementation strategies. A listserv was also created to encourage information sharing and coordination of NSP planning efforts throughout the region.
- Performed 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.
- Developed model language for NSP plans regarding inter-jurisdictional agreements in partnership with the Metropolitan Planning Council and the Metropolitan Mayors Caucus.
- Developed and disseminated comprehensive data sets of foreclosure statistics to NSP recipients.

2nd Quarter Objectives:

- Completion of federal agenda in conjunction with other regional civic organizations.
- Completion and dissemination of other policy briefs, to be determined by the team.

Housing-specific policy work:

- Development and dissemination of municipal best practice guide and model ordinances in regards to municipal authority in dealing with foreclosures.
- Host a series of group discussions with key experts on strategies for using NSP funds including but not limited to banks, servicers, non-profits, data providers and municipalities. Disseminate information to both NSP recipients and municipalities across the region.
- Develop model language for NSP sub-grantee application process to assure consistency across the region and that funding priority is given to those applicants that target areas strategically, work inter-jurisdictionally, and meet

- broader comprehensive planning goals.
- Continue legislative review to assure that municipalities have the proper authority to deal with local foreclosure issues. Support partner agencies with introducing new state legislation if needed.

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”.

1st Quarter Progress:

- The Programming Coordinating Committee met in August and heard reports from the working committee representatives on their respective committee's comments and input on the proposed process for addressing Developments of Regional Importance (DRI). The committee decided to meet again in September and requested that staff summarize the working committees' comments and propose recommendations of changes to the draft document.
- On September 19, 2008, CMAP issued a draft process for reviewing Developments of Regional Importance. The document is a culmination of work over the past year by the Programming Coordinating Committee, its subcommittee, the CMAP Board's working committees, and the staff to develop a DRI process as called for in CMAP's enabling legislation. Through December 1, 2008, the public may submit comments on the [draft DRI process document](#).
- Outreach and presentations to interested stakeholders to gain feedback on the draft DRI process document.

2nd Quarter Objectives:

- Continue to schedule presentations throughout the region to interested stakeholders.
- Present the draft document and work with stakeholder groups to provide input to the process prior to the December 1 deadline.
- Work to summarize the comments received; present the feedback to the Programming Coordinating Committee at their January meeting.

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).

1st Quarter Progress:

- Coordinated meeting with Cook County officials to discuss their direct involvement in CMAP activities.
- Sent letters to the 50 Chicago Aldermen inviting them to participate in the *GO TO 2040* process. Staff is in the process of meeting individually with all the aldermen to explain the planning process and to get their involvement through community involvement activities.
- Began the process of getting the regional Illinois state legislators more involved in the planning process. This initial contact has been through phone calls to CMAP partners and legislative leaders.
- Sent e-mail DRI information to the regional Illinois state legislators for their review and comments.
- Made informal inquiries about a regional legislative meeting that was well received.

2nd Quarter Objectives:

- Follow-up with meetings with the Chicago Aldermen and the Cook County Board members about getting involved in the CMAP planning process.
- Initiate process for getting state legislators more involved.
- Begin formulating outline for possible Springfield legislative event
- Finalize veto session legislative agenda
- Begin to formulate spring legislative agenda

CMAP Annual Report

Team: J. Leary, T. Garritano

Description: Annual report describing overall CMAP progress toward key milestones.

Product and Key Dates: FY '08 CMAP Annual Report (September 1, 2008)

1st Quarter Progress:

Completed the FY 2008 Annual Report.

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)

1st Quarter Progress:

- The following analyses for year 2007 data were prepared and posted on the agency website according to scheduled release dates from the US Census Bureau: estimated population by race and age, household income, rates of poverty, homeowner and home rental costs as a percentage of monthly household income, means of transportation to work and mean travel time to work, and educational attainment for persons 25 years and over.
- Details for the Circuit Planner program were finalized by Cook County Commissioner Sims, Cook County Planning and Development Department and Bola Delano. The program, funded by Cook County, will build capacity in underserved communities by hiring professional planners to carry out basic planning responsibilities in Dixmoor, Ford Heights, Harvey, Phoenix and Robbins. Jon Hallas is Project Manager.
- Two FOIA requests were received and processed.
- Seventy eight external requests for data or information were received resulting in 106 products (such as maps, spreadsheets and referrals) prepared in response. Median response time is 1 day.

2nd Quarter Objectives:

- Develop a program on the American Community Survey for local officials and planning staff in anticipation of data releases for communities with population greater than 20,000. The program would be given on 3 occasions at various locations throughout the region.
- In cooperation with Circuit Planners, develop a work plan through the end of FY 2009.
- Continue to process FOIA requests.
- Have in place an improved method for processing and reporting data requests.

Corridor Development Initiative

Project Manager: Erin Aleman

Team: S. Ostrander

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.

1st Quarter Progress:

- Staff worked with MPC on the Lawndale Corridor Development Initiative.
- We held a series of three workshops
- Helped develop a final draft report of the process
- Worked with MPC in developing a CDI promotional video
- Re-capped what worked and didn't work in Lawndale and how to package this to move forward

2nd Quarter Objectives:

- Meet with MPC to discuss their strategies for future CDI processes
- Develop a formal application based on CMAP's experience in both Lawndale and Hyde Park
- Hold CDI block building exercise in Hyde Park on November 15th
- Develop a final report with Hyde Park Steering Committee on the results of their CDI process

Return on Investment Model

Project Manager: Lee Deuben

Team: S. Ostrander, other staff from Planning and 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).

1st Quarter Progress:

- Initial tool development with CMAP staff in process (ongoing)
- Internal training materials and curriculum created (September, 2008)
- Staff training on ROI tool and Scenario Builder Completed (Sept 30th-Oct. 1st)

2nd Quarter Objectives:

- Adjust tool and curriculum as a result of staff feedback from training (October)
- Conduct focus groups with municipal planners and local developers (November)
- Make tool adjustments based on focus group feedback (December)
- Make adjustments to training materials and curriculum based on focus group feedback (December)
- Begin developing training program for tool deployment (December)

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).

1st Quarter Progress:

- Completed an impact analysis for a proposed mixed-use development project in Kane County. Worked with economic development department and planning department to work through several iterations on possible business types based off plan proposals.

2nd Quarter Objectives:

- Began in impact analysis in McHenry County and the city of Spring Grove that involves the retention of a manufacturing company and the creation of a new business.
- Collaborate with Center for Neighborhood Development on their Cargo Oriented Development project to help identify possible uses for the identified sites.
- Meet with County groups (i.e. Kane County Economic Development Professionals Group, McHenry County Roundtables, to engage economic developers in the use of the impact model.

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.

1st Quarter Progress:

On June 3rd a summit was held in Oakbrook focusing on Public private partnerships, promoting best practices across the region. A 2nd summit is proposed and it will be held in partnership with RTA introducing the new Planning and Operating capital programs which include Community planning (formerly RTAP) sub regional planning which includes corridor planning, Job Access Reverse Commute and the Innovation, Coordination and enhancement program. In addition, the summit is designed to highlight best practices and models of TOD's and also to promote the role of CMAP and RTA in its technical assistance efforts.

2nd Quarter Objectives:

Schedule dates, agenda and objectives of future meetings, including the RTA summit, schedule appointments and develop speaking points for potential meetings.

Continue to network to promote CMAP *GO TO 2040* regional planning efforts amongst other professions. Continue to coordinate efforts within the Plan implementation group in partnership with external relations.

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.

1st Quarter Progress:

- Created 20 page technical assistance report per request (on names of communities conducting stormwater best management practices)
- Report: Made four sets of changes to first page of report. Added conclusions, made several sets of changes then was asked to work with Ty; made revisions to bar charts and reinstated previously deleted text
- Meetings on workshop planning: environmental initiatives staff for recommendations on speakers; Kate Agassi MMC on workshop coordination; Bob and Ty to explore opportunities to link green practices workshops with other planned workshops.
- Convened team meetings for APA CMS September program; created agenda, format, speakers, content etc.
- Conducted September session - Local Responses to Climate Change

2nd Quarter Objectives:

- Revise report per staff recommendations and post on web
- Line up speakers for workshops; seek financial participation

Midewin Alternative Transportation Study

Project Manager: Ty Warner

Team: S. Ostrander, J. O'Neal, R. O'Laughlin, L. Heringa

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.

1st Quarter Progress:

- Conducted meeting with Burnham Centennial Legacy Group at CMAP with AIA, ASLA, APA, Openlands and Midewin staff. Finalized plans for October "pre-charrette," scoping of advance material, dates for pre-charrette tour and planning session.
- FTA ATPPL grant funds transferred to CMAP.

2nd Quarter Objectives:

- "Pre-charrette" held on-site at Midewin with larger partnership of APA, ASLA, and AIA members, with Openlands and Midewin staff. Activity will plan the Spring Charrette for this Burnham Legacy Project.
- Begin progress reporting for ATTPL grant, and continue to refine scope and allocate project team responsibilities.

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.

1st Quarter Progress:

- Scheduled, publicized, prepared, arranged materials, coordinated speakers, prepared presentations, worked with venue, conducted, facilitated, and corresponded with attendees for fall Planning Commissioner Training Workshops
- Two-Saturday pair of Planning Commissioner Workshops was held in Barrington (September 13 and 27). Commissioners attended from:
 - Crystal Lake
 - Elgin
 - West Chicago

- Lake County
 - Antioch
 - Barrington Hills
 - Buffalo Grove
 - Fox Lake
 - Gurnee
 - Island Lake
 - Lindenhurst
 - Mundelein
 - North Barrington
 - Port Barrington
 - Prairie Grove
- First half of Berkeley workshop was held at Berkeley Village Hall (September 20). Commissioners attended from:
 - Cicero
 - Berkeley
 - Elmwood Park
 - Maywood
 - Oak Park
 - Plainfield
 - Westchester

2nd Quarter Objectives:

- Second half of Planning Commissioner workshop in Berkeley scheduled for October 11.
- Sugar Grove workshop at Waubensee Community College scheduled for October 18 and November 8.
- Review evaluations and feedback offerings to ascertain future offerings and timing, and to consider additional in-depth topic workshops.

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.

1st Quarter Progress:

- County Planning Directors did not gather in summer months, but corresponded on issues.
- Assisted Kane County with Transit Workshop, bringing interactive keypad support to meeting (with Aleman), based on Centers Toolkit themes germane to workshop topics.
- Update of Compendium of Plans (first done under NIPC's Common Ground process) commenced.

2nd Quarter Objectives:

- Convene and facilitate meeting of County Planning Directors.
- Complete Compendium of Plans project with available intern staff.

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.

1st Quarter Progress:

- Hosted the first meeting of the public private partnership taskforce which is a revamped version of the former Private Providers task group.
- Developed roles and objectives for the group and scheduled 4 meetings with dates which to be agreed at the meeting.
- Initiated discussions with Industrial companies in the region and liaised with County ED professionals to ensure that the formation of the Industrial Advisory group will have representation across the region.

2nd Quarter Objectives:

- Finalize the list of members to be included in the Industrial advisory group which will meet twice a year to discuss private sector involvement issues directly with CMAP.
- Prepare letter and roles and responsibilities for the group and schedule date for first meeting.
- Continue to identify additional partners for both groups.

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)

1st Quarter Progress:

- Wrapped-up the housing audit component of the preservation compact initiative (Aug/Sept 08)
- Compiled a detailed annual report on all the Full Circle projects which was presented to MacArthur Foundation and some community partners (Sept 08)
- Developed a Google-earth interface for the preservation compact data.(Sept 08)
- Developed a survey instrument for assessing freight operations in McHenry to be used in sub-regional traffic studies which are part of the long-range transportation planning (July 08).
- Created a database of over 7000 businesses in McHenry that have been reconciled with tax database and will be used to mail out freight needs surveys to employers (Aug 08)
- Worked collaboratively with SSMMA and CNT to identify potential COD sites, select priority sites, and compile a rich-base of information to support planning for the sites (ongoing).

- Consulted with individual municipalities where the COD sites are located to promote planning for development of warehouse distribution centers and multi-modal facilities (ongoing).
- Worked with APA to promote Full Circle project nationally by running an article about the project in the October issue of the *Planning Magazine* (Aug/Sept08)
- Recruited new project partners including Chicago Public schools, the Department at Public Health at the City of Chicago, DePaul University, and SSA #32, 6th Ward Aldermanic Office and the Chicago Coalition of Community Health Workers (Sept 08).
- Continue to respond to information data and mapping requests from community partners (ongoing)

2nd Quarter Objectives:

- To engage community groups in using the data collected in the Housing Audit project
- Work with DePaul University in creating a work plan and strategies for engaging the next group of communities that will participate in Phase II of the Preservation Compact's housing audit
- To organize training/workshops for new Full Circle project partners
- Continue to work with McHenry County on freight needs survey and support the sub-regional traffic studies
- Continue to work with SSMMA and CNT to promote planning for COD in South Suburbs.
- Continue to respond to requests for data, information, and maps from community partners

Technical Assistance Providers Coordination

Project Manager: Stephen Ostrander

Description: Coordination of all technical assistance providers' efforts.

Products and Key Dates:

Technical Assistance Providers Group -Plan and Lead Bi-Monthly Providers Group Meetings

Technical Assistance Directory/Clearinghouse (phased completion dates for different elements of clearinghouse, beginning May/June 2008 with basic version of technical assistance directory, extending throughout FY09) .Maintain (add to/edit/update clearinghouse content)

Updated, comprehensive map of technical assistance but will be updated and expanded throughout FY09)

1st Quarter Progress:

- Held successful meeting of the Technical Assistance Providers Network on September 24. Attendance was strong, the sharing of news of new technical assistance projects was robust, and interest in having members of the Network pursue a collaborative project together was apparent. Assembled members of the Network identified the “Chicago Southland Transit Corridor Development”, currently a candidate for a RTA Community Planning Program grant, as an ideal candidate for this effort, with several members committing themselves to future collaboration.
- Finished input of all submitted information—from within CMAP and outside partners and other targeted technical assistance providers—into Technical Assistance Providers Directory (<http://www.cmap.illinois.gov/techassistdirectory.aspx>).
- Began identification of CMAP technical assistance areas still awaiting submission of up-to-date information.
- Began identification of many outside organizations and agencies who have not submitted information about their technical assistance resources (this represents majority of the hundreds of organizations and agencies contacted in June 2008). Began to form topic groups within this list, in order to forward to colleagues who can help “vet” the list (to improve efficiency and prioritize whose technical assistance resource information is most vital for the Technical Assistance Providers Directory).

2nd Quarter Objectives:

- Move forward with the collaborative initiative with members of the Technical Assistance Providers Network on the “Chicago Southland Transit Corridor Development”, which can take place as the RTA (a member of the Network) lays the groundwork through their Community Planning Program grant activities. Plan separate meeting for interested members on this collaborative venture.
- Hold next Network meeting in November.
- Investigate possibility of creating an informal newsletter featuring news and updates on new projects and resources from members of the Network, which could be both emailed to listserv and posted on homepage of Technical Assistance Providers Directory.
- Follow up with CMAP colleagues to complete information in Directory on CMAP technical assistance resources and projects.
- “Vet” long lists of outside technical assistance providers (who have not yet responded to requests for technical assistance project/resource information to be submitted to the Directory) with CMAP colleagues. After vetting, contact identified technical assistance providers.

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).

1st Quarter Progress:

- Created regional open space/greenway maps for seven counties
- Revised trail alignments

2nd Quarter Objectives:

- Finalize county map reviews
- Work with staff to revise bicycle inventory to reflect changes
- Work out contract for map production
- Complete text
- Create an executive summary for map reverse

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)

1st Quarter Progress:

- Chicago 2016 Olympics Application support including data development, roadway and transit demand estimation, travel time estimation, hotel trip distribution, and dedicated lane travel time estimation
- Congress Park Bridge rehabilitation study select link analysis and mapping
- SFY08 FTA TEAM transit grant obligation and expenditure summary
- Responses to approximately 40 requests for traffic projections
- Provided new start results data to support a Metra Rock Island new station study

- Coded the “take lanes” portions of Chicago’s proposed BRT system for use in the air quality conformity analysis
- Provided travel times from all locations to O’Hare airport to support a World Business Chicago data request
- Developed and tested a “concentric ring” summary procedure for trip generation zones and network data to get away from the county-by-county geography we have historically used
- Participated in technical advisory committee meetings for CTA’s Red, Orange, and Yellow line set of projects, RTA project selection committee, Pace BRT study committee and O’Hare Bypass transit committee.
- Participated in a modeling symposium as a respondent
- Produced new projections for 7 alternative combinations of new interchanges along I-55 between Weber Road and US 30.

2nd 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. The CTA Red Line alternatives network coding will be complete.

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.

1st 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.
- Negotiated and then assigned several web site support and development projects to Websolutions.
- Working with communications and graphic design staff, finalized ITS Architecture web site implementation.
- Working with communications and *Go To 2040* staff, finalized several key details in the planned *Go To 2040* site update.
- Setup/renewed domain names for several CMAP sites.
- Began a programming course relevant to our Ektron web environment at DePaul.
- Implemented a new SAN for CMAP.public and assisted with the implementation of the new BI software.
- Continued to assist staff on the use of the new virtual networking environment.

2nd Quarter Objectives:

- to shepherd several more planned web development projects through the PAO process
- to renegotiate the hosting of our NDD site
- to implement our updates for the Idea Zone and front page on the *Go To 2040* site
- to continue working with CMAP staff and consultants to move new web environment forward
- to upgrade ArcIMS and ArcSDE to 9.3

- to finalize backup system configuration for web environment
- to contract with vendor for installation of ArcGIS server 9.3
- to finalize RFP for additional IT support for web environment
- to move the RCP expansion as well as the ITS and Centers additions towards completion
- to implement several data-gathering forms requested by CMAP staff

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.

1st Quarter Progress:

IT Infrastructure:

During this quarter, staff:

- Began the process of upgrading the agency internet service. This included reviewing current contracts, meeting with prospective new vendors, and formulating a plan for implementing new service.
- Implemented a new wide format scanner and coordinated training for using the new equipment for scanning historical aerial imagery.
- Disposed/recycled old computer equipment through the Sears Tower disposal program.
- Implemented two new scanners for Finance and HR and implemented two new printers including a high capacity envelope printer.
- Set up dedicated laptops for the Cook and DuPage conference rooms and conducted a training class for staff.
- Began to develop a business continuity plan.
- Began reviewing UPS backup system.
- 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, patching the system, adding new users.

IT Staffing Management:

During this quarter, staff completed the contract with the vendor for IT support services.

2nd Quarter Objectives:

IT Infrastructure:

- to implement new internet service for CMAP.local & CMAP.public
- to implement new firewall security appliances
- to continue APC UPS system review
- to continue working on business continuity plan including the review of off-site server options
- to review internet service for guest network and propose new solution
- to review large scale printing and binding options for FY10
- to propose new solution for dedicated laptops in other conference rooms
- to review monitor needs for office

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.

1st Quarter Progress:

During this quarter, staff:

- Completed a comprehensive review of the Symantec Backup Exec software licensing needs for CMAP.
- Began the process of purchasing the software.
- Completed the upgrade of Adobe Creative Suite 3.3 for several staff.
- Began testing Microsoft Office 2007 and Microsoft SharePoint server.
- Upgraded several servers to Microsoft Enterprise.
- Began scoping the implementation of ArcGIS server.
- Updated the estimated software maintenance spreadsheet.

2nd Quarter Objectives:

- to update software audit on all Microsoft and Adobe software products
- to create plan for upgrade to Microsoft Exchange 2007
- to procure and upgrade to Symantec version 12.5 backup software on CMAP.local and CMAP.public
- to upgrade ArcSDE on CMAP.local to ver 9.3
- to upgrade all staff workstations and laptops to ArcGIS 9.3
- Begin implementing plan for upgrade to Office 2007

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.

1st Quarter Progress:

Asset Management System:

During this quarter, the annual physical inventory was completed

Telecommunications Management:

This quarter a new 3-year telecommunications contract was negotiated and signed with GlobalCom and 5 unused Verizon cell phones were cancelled. These were Full Circle Phones.

Financial Software:

- The Detailed Project Plan was completed and submitted per contract terms.
- The CMAP Chart of Accounts was re-structured for FY10 and plans for the configuration of AP, AR, Person/Entity, Purchase Orders, Fixed Assets and Cash Applications was completed.
- The contract with Community Energy for windmill power was also cancelled and all eligible staff members who elected to transfer from IMRF to SERS were processed.
- During this quarter the IFAS software was installed.

2nd 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.

Telecommunications Management:

- to provide blackberry training for staff
- to prepare the annual telecommunications cost report
- To continue to monitor all telecommunications costs.

Financial Software

- To begin the configuration of the Human Resources Payroll functions in IFAS. Work Schedules, Salary Schedules, Benefit Tables and Pay Periods will be defined and keyed in. HR information data entry will begin.
- To begin formatting the necessary IFAS reports utilizing Click, Drag and Drill.
- to initiate security for the IFAS application
- To plan the Documents Online component of the IFAS application.
- Keying in YTD balances will also be completed.

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 on September 30, 2008. The Northeastern Illinois Regional Water Supply Plan will be delivered on July 1, 2009.

1st Quarter Progress:

Loss of third-year funding was dealt with internally by revising work plans and scaling back staff time on the project by approximately 50%. There will be other modifications as the project must move forward on funds left over from the first two years and without the \$390,000 expected from IDNR. The planning process itself will continue to move towards the goal of producing a regional plan by next July 1st. A fundraising effort was initiated by RWSPG Vice-Chairman, Robert Martin, with the goal of gaining \$100,000 in local contributions for the Illinois State Survey staff assigned to the project. The goal was exceeded with an additional \$22,000 attracted to fund the supplemental research proposal from SIUC that had become a casualty of the state cuts. The RWSPG met in both July and September to continue work on discussing details of water-use conservation, graywater reuse, and other topics related to the project. While there was a loss of productivity associated with making the necessary adjustments to loss of state funding, the project is making progress. Writing draft plan material is somewhat behind the personal schedule of the project manager, but should get back on track during the second quarter.

2nd Quarter Objectives:

The primary objective is to discuss the preliminary results of the Surveys work with examining impacts of demand on supplies. Discussions over the 2-3 meetings that will be held in this quarter will aim towards synthesis of information made possible by ongoing analysis of the new demand data and impacts analysis data. Written material for the nascent plan is also expected to be provided to members of the RWSPG during this quarter.

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.

1st Quarter Progress:

During this quarter, CMAP staff conducted the following project activities:

- updated the 2008 VLMP participation spreadsheet, tallied the number of registered lakes and volunteers, as well as lakes and sites by water quality tier, and provided this information to the Statewide VLMP Coordinator at Illinois EPA;
- wrote an article on the 2007 VLMP for the annual Water Quality Activities Report including updating the data for the 2007 average Secchi transparency chart, requesting still-missing data from one volunteer, and requesting information on statewide 2007 VLMP participation from the Statewide VLMP Coordinator;
- further updated the 2007 VLMP average Secchi transparency data, from which staff prepared a chart for the annual Water Quality Activities report;
- reviewed the tasks remaining for the VLMP DVD and entered into a small purchase order with the DVD producer to complete those tasks; major work was completed during this quarter toward finalizing the nature of the DVD content.
- inventoried VLMP supplies and sent replacement supplies as requested by several volunteers (color charts, ice packs, sampling bottles, chlorophyll baggies);
- prepared training materials for and conducted Secchi training in July at two lakes (Third and White Lakes in Lake County) involving three volunteers;
- gathered and sent VLMP information to a potential new volunteer at McCullom Lake in McHenry County;
- talked with the Fox Waterway Agency to obtain the time periods when the Fox Chain O'Lakes was no-wake and/or closed to boating due to flooding (and thus

- would affect volunteer monitoring);
- Created an updated events file of lake monitoring sites
- continued to review Secchi monitoring forms;
- provided technical assistance to the volunteer at Indian Lake/Cook Co. regarding *Anabaena* identification and management implications;
- finished initial tally of annual 1981-2006 VLMP lakes participation for the NIPC Legacy document;
- dealt with another water sample cooler returned by UPS to the volunteer at Island Lake/ McHenry-Lake Co. without reaching the lab;
- Prepared replacement lab sheets and water sampling supplies, and delivered them to the volunteer monitor at Island Lake/Lake-McHenry Co;
- discussed, reviewed, and provided written comments to the Statewide VLMP Coordinator at Illinois EPA on drafts of the 2009 VLMP contract;
- identified aquatic plant samples sent in by a volunteer at Lake Charles/DuPage Co. and provided the species list to the volunteer;
- provided additional technical assistance to the volunteer monitors at Lake Charles/DuPage Co. regarding filamentous algae harvesting;
- provided technical assistance to the volunteer monitor at Harrow Gate Lake/Cook Co. regarding freshwater jellyfish including on-site verification and reporting to researchers at Indiana University-Pennsylvania;

2nd Quarter Objectives:

Continue reviewing Secchi monitoring forms received to date and provide copies to the Statewide Coordinator; confirm 1981-2006 lakes tally numbers and finalize information for the NIPC Legacy document; determine if any additional photos needed and take those photos for use in the Training Manual; provide review and input to Illinois EPA on the final draft 2009 VLMP contract.

Maple Lake Phase 2 Rehabilitation and Protection Program

Project Manager: Holly Hudson

Team: R. Pietrowiak, G. Wu

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.

1st Quarter Progress:

CMAQ received the fully executed amendment to the Intergovernmental Agreement from the Forest Preserve District of Cook County (District) in late August.

During this quarter, CMAP staff conducted the following project activities:

- wrote a Maple Lake Project update article for the annual Water Quality Activities Report;
- met with project team to discuss the aquatic plant survey data that needs mapping and when he could fit this work into his schedule this fall;
- located the sediment survey data files and Arc Map projects on the CMAP network;
- met with project team to discuss the sediment survey data and the volume calculation and mapping needs;
- downloaded the fall 2006 aquatic plant survey point coordinates and spring 2008 curlyleaf pondweed bed coordinates from the handheld GPS into the Easy GPS software program;
- prepared lake level record sheets and mailed them to the District Fisheries Biologists for their use and for delivery to the Maple Lake boat concession staff;
- burned a CD of photos taken of the District Fisheries Biologists conducting aquatic plant management activities and mailed it to them;
- applied to the District's Department of Resource Management for a new Ecological Permit;

2nd Quarter Objectives:

Conduct the fall aquatic plant community survey; work with Russel to prepare maps of the aquatic plant survey data; work with Guangyu to prepare sediment volume calculations and maps.

Lake Biodiversity Recovery and Protection Plan Development Pilot Project

Project Manager: Holly Hudson

Team: P. Dubernat, K. Heery

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 (December 2008).

1st Quarter Progress:

During this quarter, CMAP staff conducted the following project activities:

- reviewed the project's budget status and prepared a revised FY09 budget spreadsheet;
- held a conference call with project partner Lake County Health Department--Lakes Management Unit (LCHD-LMU) to discuss project status, remaining tasks, timeline, and options for accomplishing the deliverables;
- spoke with the IDNR project manager regarding setting a meeting to discuss

- invoicing questions and procedures;
- replied to several questions from Penny DuBernat as she worked to finish writing rules for the lake categorization queries in the Lake Biodiversity Database;
- wrote a Lake Biodiversity Project update article for the annual Water Quality Activities Report;
- reviewed and prepared comments on the lake owners and managers questionnaire regarding the high-lighted sections proposed by LCHD for the phone survey;
- discussed with LCHD their realization and concern that they do not have the time to contribute to the plan development as they had thought, and options we could pursue;
- inquired with IDNR regarding match documentation and use of subcontractors;
- began discussions with CMAP's water resource engineering technical assistance firm on the potential availability of two of their staff who do lake-related work;

2nd Quarter Objectives:

Further discuss and come to conclusion with LCHD the plan for completing the project. The database query must be completed by Penny DuBernat so that lakes can be categorized and so LCHD can conduct the phone survey. Schedule a meeting with IDNR staff regarding invoicing and other grant reporting procedures and requirements. Per recommendation from the IDNR project manager, request a six month project extension for consideration by IDNR-Springfield staff. Work with local stakeholders 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.

1st Quarter Progress:

- During the first quarter, staff met with three representatives of the Wastewater

- Committee to discuss pertinent issues related to wastewater planning.
- Staff toured the Downers Grove Sanitary District's wastewater treatment plant. Staff also conducted a one-on-one interview with the treatment plant's chief engineer to discuss the history of the treatment plant; the treatment plant's effluent; how other treatment plants may discharge higher quality effluent; and other issues related to wastewater planning.
 - The Wastewater Strategy Paper was completed for the *GO TO 2040* Regional Comprehensive Plan (please see *GO TO 2040* Strategy Analysis item for more information on these projects). The paper identifies regional stressors on our nation's waters and outlines key recommendations that may be utilized to reach the goal of the Clean Water Act and improve our region's waters. Efforts have recently been made to complete the strategy report's financial assessment.
 - Staff completed several public notices and reviews for Level I, II, and III requests to amend the Illinois Water Quality Management Plan. Staff developed five custom GIS maps for members of the general public outlining FPA boundaries. The document entitled "Municipal Areas by FPA Quad Index" was also developed. The document will be used in conjunction with the proposed FPA interactive map webpage.
 - Staff met with CMAP's Community and Technical Assistance staff to discuss opportunities to incorporate wastewater and water resources related issues into the Community and Technical Assistance program. Staff will work collaboratively with staff to ensure that these topics (water resources and wastewater planning) are added to CMAP's program. Staff worked to identify potential speakers for an upcoming workshop on water conservation and protection.
 - A quarterly report was drafted and approved for submittal to the IEPA per CMAP's contractual obligations. The report generally includes activities conducted by the Wastewater Committee. The recent report included activities undertaken by staff including Level III requests for NPDES permit revisions, modifications, or termination. The 2007-2008 Draft Water Quality Activities Report was completed and forwarded to the IEPA for comment. As part of the report, staff wrote FPA project articles. It is anticipated that the final report will be completed by mid November.
 - Staff began updating its current contact listing for inclusion in CMAP's master list. The list will include contacts from soil and water conservation agencies, wastewater treatment plant facilities, amongst others.
 - Staff finalized proposed templates for the new Wastewater Committee webpage. Staff anticipates incorporation of an interactive FPA amendment application on CMAP's website. It is hoped that the new Wastewater Committee webpage will be "live" by mid November.

2nd 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 meet with two remaining Wastewater Committee members to address pertinent issues related to the FPA process;
- to continue efforts in developing the FPA whitepaper and the financial report for the wastewater planning strategy paper.
- To complete staff's review and assessment of Level I, Level II, and Level 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).

1st Quarter Progress:

During this quarter, staff conducted the following project activities:

Kane County: Dixie Briggs Fromm (DBF) Stream Corridor Restoration Project

- reminded Kane County and Dundee Township that draft educational sign designs were due, and discussed sign ideas with and provided example signs to Dundee Township;
- reviewed and prepared comments on the draft educational sign designs received from Dundee Township, and met with the Dundee Township Supervisor to discuss CMAP's comments, questions, and recommendations;
- reviewed the second invoice and supporting documentation submitted by Kane County, provided comments to the project manager, and approved their revised invoice for processing;

Geneva Park District: White's Creek Stabilization Project

- conducted a post-construction inspection on July 3 at the White's Creek Stabilization Project site with Geneva Park District, Watershed Resource Consultants, and Hey and Associates staff, and provided recommendations;
- reviewed and commented on the District's revised draft educational sign designs, narrative, and location map and provided all to the Illinois EPA for their

- review and comment;
- following receipt of Illinois EPA's comments on the District's revised draft educational signs, provided the comments along with potential alternative before/after photos to the District;
- took post-construction photos at the White's Creek Project site on August 1, selected several sets of pre- and post-construction photos, and e-mailed them to the District for use in their educational signs;
- downloaded, reviewed, and provided comments to the District on their revised final draft educational sign designs;
- received and downloaded the final educational sign production designs from the District;
- reviewed the White's Creek Stabilization Project draft operations and maintenance (O&M) plan (submitted by Watershed Resource Consultants) and forwarded it with preliminary comments to Hey and Associates for their review and comment;
- finished review of and compiled CMAP's and Hey's comments on the White's Creek draft O&M plan and provided the comments to Illinois EPA;
- following receipt of Illinois EPA's comments on the White's Creek draft O&M plan, provided all comments to the District;

Village of Wheeling: Buffalo Creek Streambank Stabilization Project

- downloaded the final plan sheets and bid specifications received on CD from the Village of Wheeling's engineering design consultant (Christopher B. Burke Engineering, Ltd. --CBBEL), and requested the required paper copies and additional forms (which were received);
- prepared for and attended the pre-bid meeting, followed by a project site visit, on August 18;
- downloaded the photos taken during the August 18th site visit and e-mailed several to Hey and Associates;
- reviewed and provided comments to Wheeling and CBBEL on the Project specifications, primarily regarding naming CMAP as an additional insured and the planting and seeding specifications;
- discussed extension of the Project with Village, CBBEL, and Illinois EPA staff;
- received and downloaded the bid tabulation (5 firms submitted bids);
- inquired with Illinois EPA on the status of the 401 certification for the project and relayed the information to the Village and CBBEL;

City of Aurora: Green Infrastructure Implementation Project

- prepared an agenda and updated the Project schedule table with the Nov. 19, 2007 memo dates, past due dates, and achieved due dates in advance of a July 3rd meeting with City of Aurora staff;
- met with City staff on July 3rd to review the 319 agreement, project components, roles, and expectations;

- provided additional information, including electronic files, to City staff that they will need to complete requirements of the 319 grant;
- met with City of Aurora and Shaw Environmental staff on August 1st to review project status and discuss next steps including a revised project schedule;
- sent the Aurora meeting notes to Illinois EPA and discussed the meeting outcomes with the 319 project manager, including a proposed slight change in the scope and the need for a one year extension;
- discussed with City staff what's needed in their proposed amendment request letter, which CMAP then received via e-mail on August 15;
- reviewed Aurora's amendment request letter;
- met with City of Aurora staff at their NPS display at the City's Fiesta de Luces on Sat., Sept. 20 and discussed Education Work Strategy ideas;

General

- reviewed invoices and supporting documentation submitted by Hey and Associates, requested additional documentation, and approved the revised invoices for processing;
- reviewed and approved three monthly invoices to Illinois EPA prepared by CMAP's Accounting group;
- updated the project's payment tracking spreadsheet;
- began an FY09 project work plan spreadsheet;
- wrote project articles for CMAP's annual Water Quality Activities report;
- met internally in late August to discuss transition of 319 project management from Holly Hudson to Dawn Thompson;
- met internally with new project staff to overview the subprojects, deliverables and timelines, administrative procedures, and staff roles; and
- Sent an e-mail reminder in late September to the four subgrantees and their consultants regarding submitting their 1st quarter FY09 progress reports.

2nd Quarter Objectives:

Schedule a meeting with Illinois EPA 319 project managers and finance staff to discuss invoicing and other grant procedures and requirements. 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. Schedule site visits to the Dixie Briggs Fromm and White's Creek projects. Conduct CMAP and Illinois EPA reporting requirements.

Fox River Watershed Restoration and Education (Phase 4)

Project Manager: Holly Hudson (project management 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 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.

1st Quarter Progress:

- During July, CMAP staff reviewed the Financial Assistance Agreement (FAA) received from Illinois EPA, contacted each of the four subgrantees, highlighted the due dates and wrote comments and questions on the draft FAA, and e-mailed a PDF document of the applicable sections to each subgrantee for their review and reply.
- During August, staff worked with the four subgrantees to determine realistic milestone completion dates and make corrections to the scopes of work.
- During September, project staff met to overview the subprojects, the FAA execution process, the subagreement process, and our roles; kept the subgrantees abreast of the FAA status between Illinois EPA and CMAP; prepared a Procurement Summary Form required by CMAP for entering into subagreements with the four subgrantees; reviewed, edited, and finalized a "Board report" memo regarding entering into subagreements with the four subgrantees for consideration at CMAP's October 8th Board meeting; prepared spreadsheets to calculate milestone payment amounts for the subgrantee's projects; drafted and began review and editing of the subgrantee scopes of work; and prepared monthly progress reports for CMAP. The fully executed FAA was received back from Illinois EPA on September 10, dated August 21, 2008.

2nd Quarter Objectives:

Prepare quarterly reports for CMAP and Illinois EPA; finish preparing the four subproject's scopes of work and execute agreements with the subgrantees; and begin the FAA amendment process with Illinois EPA to reflect corrected scopes of work, a corrected project cost summary, and revised due dates.

Jackson Creek Watershed Plan

Project Manager: Jesse Elam

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

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).

1st Quarter Progress:

Drafts of the Watershed Resource Inventory and Introduction chapters were completed and presented to the Will County Stormwater Committee. A consultant/partner in the project was retained to provide recommendations on potential stream restoration projects in the watershed. CMAP staff also met with municipalities in the watershed to determine possible nonpoint source projects.

2nd Quarter Objectives:

Complete draft plan and prepare poster.

IIT Water Re-Use Opportunities

Project Manager: Jesse Elam

Team: T. Loftus, H. Ahmed

Description: The Principal Investigator (PI) at the Illinois Institute of Technology will develop an optimization model to guide decision-making for water reuse by agencies in charge of wastewater treatment and industrial end users. The main roles of the Chicago Metropolitan Agency for Planning (CMAP) in the project will be to identify and organize stakeholders to provide advice on the development of the water reuse decision model, and to disseminate the results of the study through regional workshops with representatives of affected public sector agencies. In a supporting role, CMAP will also directly assist in developing the objectives and technical specifications of the model as needed.

Products and Key Dates: Two workshops with potential users (summer and early fall 2008); Project to be completed (December 2008) if extension from USEPA is approved.

1st Quarter Progress:

Two workshops, one aimed at industrial reuse and the other at landscape irrigation, were scheduled for October 16 and 17. A venue and speakers were chosen in conjunction with IIT and the Illinois Sustainable Technology Center, another partner in the project, and invitations were sent to potential attendees.

2nd Quarter Objectives:

Hold workshops and wrap up 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.

1st Quarter Progress:

The Beaver Creek and Lawrence Creek watershed plans were completed and discussed at stakeholder meetings that brought an end to the planning process. The Upper Kishwaukee River watershed plan is close to completion, but will require the month of October to bring to finish as issues with municipal and county government remain unresolved.

2nd Quarter Objectives:

The project team aims to complete the Upper Kishwaukee River watershed plan and print / distribute all three watershed plans. One last stakeholder meeting and other related presentations will be made during this quarter. The project completion report will also be written and submitted to IEPA. All project commitments are expected to be finalized and met during this quarter.

