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Agency for Planning

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CMAP Staff Quarterly Progress Report

4th Quarter

Fiscal Year 2008

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POLICY DEVELOPMENT

Core Program Oversight: Jill Leary

Team: R. Blankenhorn, B. Delano, L. Deuben, T. Garritano, J. Hardy, D. Kopec, G. Smith, M. Maloney

The overarching aim of this program is to provide research, analysis and development of polices 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.

4th Quarter Progress:

State Legislation

- Continued to work with the Board and other partners to promote and support the state's need for a capital plan. Based on the board's adopted principles in support of the capital plan, testimony was presented and a number of letters were sent to the Illinois Works Coalition. They highlighted the need for a capital bill, that the funding must be adequate, the process for project selection is transparent and emphasized clear outcomes and accountability. The Illinois Works Coalition proposed a \$34 billion program, but did not provide many details or information. Legislation was introduced at the end of session, but it did not encompass the coalition's recommendation and it did not gain any traction in the General Assembly.
- Monitored and reacted to ongoing proposed state legislation. Opposed HB 5152, which would allocate the funding for the state's highway program in a 45% northeastern Illinois and 55% downstate split. SB 1115 contained the appropriation to IDOT for the Comprehensive Regional Planning Fund. The bill passed the General Assembly and our appropriation was also included in the Governor's proposed budget. However, the Governor has indicated he will not sign the budget until the reported \$2 billion underfunding is addressed and identified items that he will veto. Among those items which were identified to be cut was funding for water supply planning.
- Held an event in Springfield to update our legislators and their staff on a number of our initiatives including *GO TO 2040*, the Regional Water Supply Planning Study and the need for a capital bill.

Overall Agency:

- Continued to monitor the CN's proposed acquisition of the EJ&E.
- Held a joint briefing in partnership with the RTA and IDOT for the staff of our congressional delegation for their district offices and in Washington D.C. The focus of the briefing was on the upcoming transportation authorization and included highlights from the policy briefing that was presented to the CMAP Board at their April board meeting, focusing on the need for a new national transportation vision and a new structure to implement that vision. Current issues were also discussed. There was interest from the participants, in both the district and the D.C. offices, to continue this forum as authorization moves closer

and to work diligently on presenting a unified front in Washington on not only transportation issues, but other regional priorities as well.

- Held a forum on foreclosures in conjunction with the Metropolitan Mayors Caucus and the Federal Reserve Bank of Chicago to discuss how foreclosures affect communities, and to learn about strategies that have been implemented at the local and regional level to lessen the negative impacts of vacant buildings. "Taking Action: Local Government Strategies to Mitigate the Impact of Foreclosures on Communities" brought together more than 100 representatives from municipalities, county governments, and the housing and development field to share their experiences, successes, and challenges when facing the foreclosure crisis.
- Worked with a consultant to assist us with outcome-based strategic planning on three of our policy focus areas: housing, environment and economic development.
- Continued to meet regularly with a number of staff from RTA in order to better coordinate our work plans and efforts.
- Participated and help to guide a number of other agency activities including: *GO TO 2040* Plan development, Facility Planning Area amendments, data exchange work program, housing initiatives and policy, Full Circle program, water supply and watershed planning, community and technical assistance activities and other core programs in the work plan.

1st Quarter Objectives:

- Monitor, analyze and react to legislative activities, including the Governor and/or General Assembly's actions with the state budget.
- Develop and implement a more strategic internal approach to address policy development initiatives throughout the agency.
- Continue to monitor ongoing policy initiatives.

Regional Impact Assessment Demonstration—Developments of Regional Importance (DRI)

Team: R. Blankenhorn, J. Leary, D. Kopec, K. Wies, C. Bozic, J. Schaad

Products: Draft report on the regional impacts of a "project of regional significance".

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.

4th Quarter Progress:

- The focus of the May Programming Coordinating Committee was on developing a process for reviewing DRIs. The committee reviewed and discussed a draft document and directed the staff to refine the document to include a recommendation at the next Programming Committee on the following: how a DRI is identified and referred to CMAP, including the criteria and thresholds for

- identifying DRIs; a recommended review process for a DRI; and a recommendation for a public comment process (to include CMAP's committees and stakeholder groups) and a timeline for input on the document.
- At their June meeting, the Programming Coordinating Committee reviewed and discussed the updated draft document and released the proposal for Working Committees and public input. The draft included a timeline for involvement and approval as well as the proposed process.
 - Presented the draft document to the Working Committees for feedback and input.

1st Quarter Objectives:

- Finalize Working Committee presentations.
- Hold the August Programming Coordinating Committee to hear Working Committees input on the draft document.
- In September presented the draft document to the Councils of Government and other interested stakeholders for comment.

Project Administration

Project Manager: Matt Maloney

Description: Establishment of procedures for the initiation, planning, staffing, communication, and monitoring of projects across the agency. Implementation of these procedures is necessary to reach the overall goal of increasing efficiency and effectiveness agency-wide. Successful project administration should include coordination with executive staff and project managers to articulate the agency vision and establish target outcomes.

Products: Annual work plan and work plan updates, monthly progress reports and quarterly reports with a steadily evolving emphasis on the creation of a budget and work plan to mirror agency expectations.

4th Quarter Progress:

- Held quarterly meetings with every Core program in January.
- Completed CMAP staff quarterly report for the 3rd quarter FY 2008.
- Developed FY '09 Work Plan in conjunction with Executive Staff and Project Managers.
- Revised core programs in FY '09 to align more closely to matrix management administrative structure.
- Worked closely with External Relations and Community and Technical Assistance departmental groups to delineate roles and responsibilities within the *GO TO 2040* Plan.
- Revised employee allocations for projects across the agency.

- On an ongoing basis, met with various staff across the agency to develop work plans and monitor progress on projects.

1st Quarter Objectives:

- Hold 4th quarter FY 2008 quarterly meetings (April).
- Complete 4th Quarter CMAP staff quarterly report.
- Develop policy development and strategic initiatives core program for FY '09 by means of an outcome-based strategic planning exercise with consultant.
- Continue to develop and finalize FY '09 work plan and FY '09 budget.
- On an ongoing basis, continue assisting staff across the agency to develop work plans and monitor progress on projects.

CMAP & MPO COMMITTEE SUPPORT

Core Program Oversight: Jill Leary

Team: P. Berry, R. Blankenhorn, J. Bright, B. Delano, L. Deuben, T. Dixon, T. Garritano, D. Kopec, J. Allen, H. Morgan, Y. Pineyro, T. Loftus, K. Leigh, R. Pietrowiak, J. Schaad, G. Smith, D. Thompson, T. Warner, A. Weiskind

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

4th 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.
- Met with the committee liaisons to discuss the working committee's mission, purpose, agenda setting, what it means to staff a committee and the committees' membership and representation.

1st 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.

PLAN AND SCENARIO DEVELOPMENT

Core Program Oversight: Don Kopec, Kermit Wies

Implements our mission to integrate transportation and land-use planning. Develop the methodology, data and information resources, modeling and planning tools and engagement process to create a Regional Comprehensive Plan.

Regional Comprehensive Plan Development

Project Manager: Bob Dean

4th Quarter Progress (Overall)

- Developed draft campaign strategy plan for FY 09 (through External Relations).
- Continued to update committees and external groups on progress. Strengthened relationships with Burnham Centennial partners and New Allies for Nature and Culture groups.
- Continued to improve the *GO TO 2040* website.
- Finalized MOU and payment schedule with Chicago Community Trust.

1st Quarter Objectives (Overall)

- Work with External Relations to continually update campaign strategy for FY 09.
- Continue to update committees and external groups on progress and build relationships with additional partners where possible.
- Continue to add content and functionality to the *GO TO 2040* website.

Vision Development

Project Manager: Bob Dean

Team: Erin Aleman, Lindsay Banks, Bob Dean, Lee Deuben, Hubert Morgan (other staff will be involved to a lesser degree)

Product: Regional vision document that describes the desired future state of the region in a narrative format. This is expected to be adopted in June 2008 after committee and public involvement processes.

Description: The regional vision will be included in the Regional Comprehensive Plan and will be the first interim work product in the development of the plan. It will also be the primary source for the development of indicators that will be used in the scenario evaluation process. The development process will involve several activities, listed below. Each of these will have different staff leadership.

- holding a visioning event on September 12 (Deuben)
- organizing a photography contest (Talbot/Banks)
- creating the draft regional vision (Dean/Garritano)
- coordinating committee involvement in vision development (Dean/Banks)
- planning and implementing a public involvement process to gather input (Morgan/Aleman)
- promoting the final regional vision (Smith/Garritano)

4th Quarter Progress:

- Held several community conversation meetings through CAC and community-based organizations and incorporated results into vision.
- Finalized regional vision and received Board and MPO endorsement.

1st Quarter Objectives:

- None – task is complete.

Regional Snapshot Reports

Project Manager: Bob Dean

Team: Lindsay Banks, Lee Deuben, Jesse Elam, Jon Hallas, Matt Maloney, Ross

Patronsky, plus additional staff as other topics are identified (other staff will be involved to a lesser degree)

Product: Quarterly snapshot reports on specific planning issues.

Description: These reports will study planning issues such as sustainability, jobs-housing balance, and others, 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.

- jobs-housing balance (Deuben)
- aging (Pietrowiak)
- Latino population (Hallas)
- business location decisions (Maloney)
- air quality (Patronsky)
- freight (O’Laughlin)
- industry clusters (Rademacher)
- other reports to be added as the year progresses

4th Quarter Progress:

- Prepared draft snapshot report on jobs-housing balance.
- Presented initial findings of aging report to committees.
- Began presenting initial findings of Latino population report to committees.
- Completed consultant contract with ILS for assistance with Latino population report.
- Began to develop initial findings for air quality report.
- Developed initial findings for business location decisions report.
- Developed initial findings for clusters report.
- Began to develop initial findings for freight report.
- Initiated research on human and community development subjects through leadership of Chicago Community Trust.

1st Quarter Objectives:

- Receive approval to release snapshot report on jobs-housing balance from Planning Committee.
- Prepare draft snapshot report on aging and receive approval to release it from Planning Committee.
- Finish presenting initial findings of Latino population report to committees.
- Present initial findings of air quality report to committees.
- Present initial findings of business location decisions and industry clusters report to committees.
- Present initial findings of freight report to committees.
- Initiate snapshot reports on residential location decisions and land use inventory.
- Continue to work with lead agencies identified by Chicago Community Trust in human and community development areas.

Strategy Analysis

Project Manager: Bob Dean

Team: Lindsay Banks, Matt Maloney (other staff will be involved to a lesser degree)

Product: Series of white papers on the strategies identified for potential inclusion in the Regional Comprehensive Plan.

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. The strategies can be grouped into several categories which correspond to the working committees. Listed below are the categories.

- economic development
- environment
- housing
- human services
- land use
- transportation

Also, other activities, listed below, will support the strategy research.

- committee coordination (Dean)
- intern management (Alford)
- public involvement, primarily through internet (Banks)

4th Quarter Progress:

- Released white papers on seven strategies in interactive website format.
- Received strategy reports from Volpe Center on three topics and assigned three additional areas for them to cover.
- Initiated work on all remaining strategies.

- Improved report format, including introductory page and pdf option.

1st Quarter Objectives:

- Release white papers on approximately ten strategies in interactive website format.
- Initiate work on all remaining strategies.
- Promote availability of strategy research website to municipal officials and other planning partners, and continually review and update website.

Scenario Development (including Indicators Development)

Project Manager: Bob Dean

Team: Jesse Elam, Andrew Williams-Clark, Kermit Wies, (other staff will be involved to a lesser degree)

Product: Approximately five scenarios which combine complementary strategies to create a plausible set of future conditions. Also, short list of indicators to be used to evaluate scenario performance.

Description: Scenario analysis will be the focus of the Regional Comprehensive Plan process. This work item will develop the content of the scenarios which will be analyzed. Scenario development will also include the finalization of indicators identified in the regional vision. Neither of these processes will be fully completed during FY 08. A few unique activities make up this effort. These and the staff leadership for them are listed below.

- scenario construction (Dean)
- indicator development (Williams-Clark)
- committee coordination (Dean) •

3rd Quarter Progress:

- Developed details of partnership for indicators development.
- Made offer for indicators analyst position staff and secured outside consultants for indicators work.
- Developed initial list of potential indicators for consultants to investigate.
- Continued presentation of indicators concept to committees, and initiated presentation of scenario construction.
- Developed draft initial themes for scenario construction in cooperation with Volpe Center.

4th Quarter Progress:

- Continued to build relationship with Chicago Community Trust on indicators development.
- Developed short list of indicators through committee contributions and consultant investigations and prioritized data sets.
- Completed consultant contracts with MCIC and URS for assistance on data set identification.

- Developed scenario themes through committee work and consultant advice.
- Selected consultant to provide online interactive materials for scenario evaluation.

1st Quarter Objectives:

- Construct draft scenarios with input from committees and receive recommendation for endorsement from Planning Committee.
- Hold regional workshops on indicators development, develop recommended indicators, and receive recommendation for endorsement from Planning Committee.
- Finalize contract with online interactive consultant and begin development of scenario evaluation tools.

COORDINATED OUTREACH

Core Program Oversight: Gordon Smith

Team: J. Allen, J. Bright, J. Hardy, L. Lawson, H. Morgan, Y. Pineyro, D. Torres, A. Weiskind

Effectively communicate and engage elected officials, agency partners and the residents of northeastern Illinois on CMAP and regional planning issues and initiatives to provide them with current, accurate information to make better informed decisions. This project will facilitate the region’s participation in the transportation and comprehensive planning process.

4th Quarter Progress:

COMPREHENSIVE PLAN

Community Conversations

Overview: These are public meetings co-hosted by CMAP and partner organizations. These meetings serve as an opportunity for CMAP to share the *GO TO 2040* campaign and have the public provide input and feedback to enhance the planning process. During the last quarter, 13 Community Conversations were held across the region and the input and evaluations from each event are being entered into a tracking tool, which will be available online next quarter. In addition, 21 community meetings were held by partner organizations through CMAP’s micro-grant program.

As a part of CMAP’s strategic effort to reach targeted segments of the general public, staff tested a format targeting leaders in the community. This format was tested with leaders from the older adult community. Staff coordinated and convened a summit of 14-key organization leaders from the older adult community to inform them about CMAP and the *GO TO 2040* campaign. The success of this summit provides the model for future leadership summits with other key advocacy and community-based organizations that focus on health, education, public safety, etc.

Goals(s): To reach the general public through key organizations and to host “conversations” that informs and engages (feedback) participants in the *GO TO 2040* Campaign (and CMAP’s ongoing planning).

Target: Advocacy groups, community-based organizations, and the general public.

Indicator Workshops

Overview: CMAP staff designed and developed indicator workshops to prepare interested stakeholders for strategy analysis and scenarios evaluation process and to inform groups about the Regional Indicators Project. Multiple workshops will be held throughout the region.

Goal(s): To provide engagement opportunities for stakeholders to help CMAP create indicators for predicting and measuring variables that affect quality of life.

Target: Elected officials, mayors, managers, government agencies, business, and community-based organizations.

GO TO 2040 Campaign Meetings and Opportunities

Overview: CMAP initiated contact with several key groups and leaders who represent the interests of underrepresented communities and the business community. The meetings provided an overview of CMAP and its services. Several of these initial meetings resulted in another meeting or opportunity for CMAP to speak to their constituents directly about the *GO TO 2040* campaign, some of these included McHenry County Association of Realtors, Naperville Area Chamber of Commerce, Cicero Community Conversations, Aurora Community Conversations, and Older Adult Summit.

Staff worked with CAN-TV (Chicago Access Network) to produce two segments one in English and one in Spanish on CMAP and the *GO TO 2040* campaign. This will begin airing in July on Channel 19 and 21.

Goal(s): To reach out to various stakeholders in the region about CMAP and the *GO TO 2040* campaign.

Target(s): Advocacy groups, chambers of commerce, community-based groups, philanthropic organizations, and other professional groups.

GENERAL CMAP OUTREACH

Future Leaders In Planning (F.L.I.P.)

Overview: Staff has designed, developed, and launched a new leadership development program for high school students (sophomores and juniors). This will serve as the primary vehicle for outreach to youth in the region. CMAP has contracted with the Chaddick Institute for Metropolitan Development at DePaul University to assist in curriculum development.

Staff aggressively disseminated F.L.I.P. program information and applications through COGs, school districts, CAC, CMAP Board and Working Committees, Chicago Public Schools and the news media. Staff also provided a blog entry for *GO TO 2040* site, announcing FLIP – You're Gonna FLIP out! ...Introducing Our Youth Program.

Goal(s): To have a youth program that mirrors the proportional population and geographic scope of the region.

Targets: High school students, parents, educators, media, general public, and elected officials.

Other Youth Initiatives

CMAP sponsored a “Bold Ideas” contest for the students of Whitney Young High School. This event was designed in conjunction with our *GO TO 2040* plan to invite today’s youth to talk about how they imagine the future. Staff worked with two other schools: Pulaski Middle School and Carpenter Elementary School.

CMAP and the Chaddick Institute for Metropolitan Development at DePaul University hosted a forum for high school students to discuss regional planning issues.

Regional Partners

Overview: Staff regularly attended COG, Council of Mayor meetings, and other transportation meetings throughout the region. During the last quarter External Relations (ER) and Programming staff worked aggressively to promote Active Program Management. The key message was to stress the need to spend down unobligated balances and encourage municipalities to move projects into implementation.

To continue building our relationships throughout the region, staff met municipal representatives from:

- Cicero, Berwyn, North Riverside, Westchester, Burnham, Dolton, Phoenix, Crestwood, Harwood Heights, Norridge, Schiller Park, River Grove and Elmwood Park, South Holland, Village of Matteson, Dixmoor, Phoenix and Richton Park, Bellwood, and City of Chicago – Department of Planning

- Campton Hills – Designed, developed, and facilitated a municipal community meeting for the Village of Campton Hills.

Goal(s): To maintain and ongoing communication with regional transportation partners and local governments.

Target(s): Local and regional governments.

Planning Commissioners/Elected Officials Workshops

Overview: ER staff collaborated with Community and Technical Assistance to design a curriculum for planning commissioners. CMAP, Illinois APA, and regional COGs serve as sponsors for these workshops providing financial assistance and staff support.

Workshops were held on a Saturday morning and hosted by:

- South Suburban Mayors and Managers Association (SSMMA) in Hazel Crest – 60 attendees in April 2008.
- Will County Governmental League (WCGL) and DuPage Mayors and Managers Conference (DMMC) in Bolingbrook – 35 attendees in May 2008.

Goal(s): To provide a forum for new planning commissioners and elected officials to gain a better understanding about community planning and the tools CMAP can provide.

Target(s): Elected officials and planning commissioners.

Regional Water Supply Planning Group (RWSPG)

Overview: Every month staff produces an electronic newsletter for interested stakeholders and the general public. This newsletter is disseminated via email and available online. Additionally, ER staff worked with Research staff to develop questions for the Household Water Use Survey and the layout of the survey questionnaire.

Goal(s): To provide community and communication outreach and support for the activities of the RWSPG.

Target(s): Local government, water agencies, environmental stakeholders and the general public.

LEGISLATIVE ACTIVITIES

Overview: Involves tracking and analyzing legislation and regulations, attending legislative committee meetings, chamber floor activities and communicating CMAP

positions to public officials.

Our legislative team attended Illinois General Assembly's legislative session activities, both in Springfield and in the districts. Staff tracked and analyzed numerous bills introduced in the last months of the session; these efforts were provided in a weekly and monthly bill reports for executive staff. Staff is drafting a Legislative Report of the bills CMAP tracked that passed during the 95th Session of the General Assembly.

The last two months of the regular Illinois General Assembly was focused on CMAP's budget and legislative agenda – the capital bill. Utilizing the Board's Five-Point Capital Plan document the legislative team advocated on behalf of the region for a capital plan.

To better engage legislators about CMAP's vision, staff coordinated a legislative breakfast in Springfield to present the 2040 comprehensive planning process and the regional water supply planning project.

At the federal level, CMAP and its transportation regional partners organized a congressional briefing on federal transportation funding. The legislative team met with Congressman Bobby Rush's staff to discuss the 2040 comprehensive planning and opportunities to partner with the Gary Comer Youth Center located in his district.

Goal(s): To effectively communicate CMAP positions, activities, and needs to public officials and state and federal partners.

Target: Elected officials, state and federal agencies.

EXTERNAL RELATIONS ADMINISTRATIVE

Overview: These tasks involve the day-to-day management of correspondence with regional partners and outreach support and coordination for other agency activities.

Goal(s): To ensure timely and accurate information is being communicated inter-departmentally, to our partners, and the public.

Target: ER department, CAC, PLs, and other CMAP departments.

Staff provided regular press clippings of CMAP news articles or other regionally relevant news. Staff also provides tremendous graphic design support for multiple departmental needs such as website logos, new brochures, questionnaires, and other documents. Staff continues regular administrative tasks that support the Citizens Advisory Committee, website maintenance, communication with planning liaisons, and Council of Mayors. Other administrative tasks included annual recruitment for Summer Collector Program and development of partner management database.

FY09 1st Quarter Objectives:

COMPREHENSIVE PLAN

Community Conversations

Overview: These are public meetings co-hosted by CMAP and partner organizations. These meetings serve as an opportunity for CMAP to share the *GO TO 2040* campaign and have the public provide input and feedback to enhance the planning process. CMAP will host a minimum of four per month throughout the region.

Goals(s): To provide information to the general public through ongoing “conversations” to engage (feedback) participants in the *GO TO 2040* Campaign (and CMAP’s ongoing planning).

Target: Elected officials, local governments, philanthropic organizations, MPO member agencies, civic groups, chambers of commerce, advocacy groups, community-based organizations, and neighborhood associations.

Indicator Project Workshops

Overview: CMAP will host a series of 10 workshops to present the Regional Indicators Project and its role in the *GO TO 2040* Plan. The workshops will be geographically dispersed and conducted over a five-week period beginning in mid-July and conclude in August.

Goal(s): The purpose of the workshops will be to gather feedback from stakeholders about the most useful indicators on a range of topics such as economic, environmental, social and cultural issues.

Target(s): Mayors, managers, key stakeholders and major partners.

Strategy Analysis Workshops

Overview: CMAP Planning and Programming staff are identifying potential implementation strategies and analyzing what would occur if these strategies are implemented. These reports are central to the scenarios evaluation process. In order to inform the general public and stakeholders about these reports, CMAP will host a series of regional, possibly virtual, workshops on the major implementation strategies that will be featured in the scenario evaluation process. Additionally, Community Conversations in early 2009 will be structured around specific strategies topics for public input and comments.

Goal(s): To provide engagement opportunities to the strategy reports for key stakeholder groups.

Target(s): Elected officials, government agencies, philanthropic organizations transportation officials, MPO member agencies, civic organizations, business organizations, advocacy groups, community-based organizations, and the general public.

GO TO 2040 Partnership and Partnership Kit

Overview: CMAP will ask organizations to commit to being an active partner (delegate, friend, team member, etc.) to the *GO TO 2040* Campaign. As a part of the partnership commitment, CMAP will ask that organizations promote the *GO TO 2040* Campaign programs and events in their publications and websites; mail or email announcements, pass a resolution or have members sign pledge cards supporting the *GO TO 2040* Campaign and regional planning.

Goal(s): To provide a framework and process for participation in the *GO TO 2040* campaign for key stakeholders, municipalities, and COGs.

Target: MPO member agencies, local governments, business organizations, advocacy groups, community-based organizations, civic organizations, philanthropic organizations, and the general public.

Leadership & Philanthropic Summits

Overview: CMAP will host four two-hour interactive discussions designed to establish relationships with key stakeholder groups to introduce and engage these communities to the *GO TO 2040* Campaign and the work being done to support the resulting plan.

Goal(s): The focus of the Philanthropic Summit would be to establish relationships with additional foundations that serve the region, inform them of the *GO TO 2040* Campaign and the work being done to support the resulting plan.

Target(s): Philanthropic organizations, community-based organizations, and underserved interest groups.

Community Events and Fairs

Overview: Staff will identify key events in the region, such as community celebrations, fairs and festivals, to sponsor or host an informational booth promoting the *GO TO 2040* Campaign.

Goal(s): To generate excitement and promote the *GO TO 2040* campaign at local

community celebrations, fairs, and festivals.

Targets: General public, elected-officials, and municipalities.

GENERAL CMAP OUTREACH

Future Leaders in Planning (F.L.I.P.)

Overview: A new leadership development program for high school students (sophomores and juniors) will serve as the primary vehicle for outreach to youth in the region. Selected participants will collaborate with and learn from elected officials and planners who are developing the new *GO TO 2040* plan. CMAP has contracted with the Chaddick Institute for Metropolitan Development at DePaul University to assist in curriculum development.

Goal(s): To have a uniquely created program targeting high school students that will educate and stimulate interest and participation regional planning in northeastern Illinois as well as champion the efforts of the *GO TO 2040* campaign in their schools.

Targets: High school students, parents, educators, media, general public and elected officials.

REGIONAL PARTNERS

Regional Water Supply Planning Group

Overview: Continue to produce an informative electronic newsletter for interested stakeholders and the general public. Assist with the public release of results for the Water Utilities Survey and the Household Water Use Survey.

Goal(s): To provide community and communication outreach and support for the activities of the RWSPG.

Target(s): Local government, water agencies, environmental stakeholders and the general public.

LEGISLATIVE ACTIVITIES

Overview: Involves tracking and analyzing legislation and regulations, attending legislative committee meetings, chamber floor activities and communicating CMAP positions to public officials. To provide update to state officials on the regional planning process, particularly our public outreach efforts and inform them of any impacts to CMAP regarding legislation or funding addressed by the general assembly. Also,

continue to advocate on behalf of the region for a transparent and comprehensive capital spending plan.

Goal(s): To effectively communicate CMAP positions, activities, and needs to public officials and state and federal partners.

Target: Elected officials, state and federal agencies

CMAP ADMINISTRATIVE

Overview: These tasks involve the day-to-day management of correspondence with regional partners, Citizens Advisory Committee (CAC) and outreach support and coordination for other agency activities.

Staff will provide regular press clippings of CMAP news articles or other regionally relevant news. Staff will continue to support the CAC with agenda development and meeting facilitation. Staff will also be providing new updates to the website for Spanish language speakers, the *GO TO 2040* Partnership page, and Community Conversations updates and reports.

Goal(s): To manage the flow of information in a timely manner and to ensure accurate information is being communicated inter-departmentally, to our partners, and the public.

Target: ER department, CAC, PLs, and other CMAP departments.

TRANSPORTATION IMPROVEMENT PROGRAM

Core Program Oversight: Don Kopec

Develops the region's Transportation Improvement Program (TIP). The region, through the MPO, is required to develop and maintain a fiscally constrained TIP which is conformed to the State's Implementation Plan to attain national air quality standards. In addition to the fiscal and air quality considerations, other federal and good planning elements are addressed within the TIP. An important element of the TIP is the programming of the Congestion Mitigation and Air Quality Improvement Program.

TIP Development and Amendments

Project Manager: Teri Dixon

Team: P. Berry, P. Frank, G. Johnson, D. Kopec, L. Kos, R. Patronskey, H. Ostdick, J. Allen, J. Bright, L. Lawson, G. Smith

Products: New Transportation Improvement Program as needed; amendments to the TIP including required air quality conformity analysis and public comment.

Description: Level of effort dependent upon the number and nature of program amendments requested.

4th Quarter Progress:

- Completed TIP amendments for approval by MPO Policy Committee in June.
- Coordinating federal communications for approval letters for amendments and UWP
- Beta tested new TIP database
- Developed schedule, explanation memo, and lists for biannual conformity analysis
- Developed tracking sheet for biannual conformity
- Worked with staff to develop visualization

1st Quarter Objectives:

- Re-evaluate timing of next TIP and conformity updates in light of Comprehensive Plan development, SIP submissions, and state transportation funding changes.
- Provide recommended actions to MPO Policy Committee on CMAQ FY 2007 programmed projects found to be inactive.
- Continue efforts to follow-up and monitor CMAQ FY 2006 programmed and before projects. Develop system for moving programmed funds into realistic years.

TIP Changes / Database Management

Project Manager: Teri Dixon

Team: P. Berry, P. Frank, G. Johnson, D. Kopec, L. Kos, R. Patronsky, H. Ostdick, D. Ferguson

Products: TIP update with changes as required by project implementers, excluding changes defined as an amendment; a database of TIP projects containing information required by both programming partners and the public.

Description: Ongoing effort driven by number of changes required by project sponsors, historically numbering in the range of two to three thousand per year.

4th Quarter Progress:

- Performed day-to-day activities for TIP, including TIP changes
- Assisted programmers with issues involving TIP changes
- Performed GIS updates
- Updated maps as new projects are added and correcting mapped project as issues are identified
- Discussions with Metro office staff are ongoing regarding the implementation of the federal planning rules
- Worked with consultants who are revising and update the TIP database
- Participated (TIP staff and other individuals who work with the TIP) in

- evaluating the proposal and examining the template for TIP database improvements
- Debugged program errors in existing TIP database
 - Created summary of HPP projects and continue to work with programmers for accurate information.
 - Had new TIP reports generated to reflect new TIP procedures
 - Completed TIP change and grouping procedure to Transportation and Policy Committees
 - Continue to work with implementers to properly submit TIP changes
 - Revised MPO agreements
 - Revised TIP brochure
 - Public Participation Plan appendix

1st Quarter Objectives:

- Complete testing for TIP Database
- Continue to monitor amendment process and update database of projects
- Complete Schedule for next TIP development cycle
- Receive more information on local and state program obligation levels
- Used that information to continually update quarterly SFY reports
- Work with external communications and legislatures to receive a larger appropriation
- Complete 2007 Obligation report

Programming Local Projects

Project Manager: Holly Ostdick

Team: P. Berry, T. Dixon, G. Johnson, D. Kopec, A. Nicholas, T. Palzer, H. Ostdick

Product: The initial year will require extensive procedural development. Subsequent years will require monitoring of projects through the process established. Also, an additional deliverable of this project is a federally required financial statement indicating both the RTP and TIP meet the regulatory requirements.

Description: Beginning with the CMAQ program, the agency will take a much greater role in the tracking of projects from inclusion in the TIP through implementation. Significant amounts of unobligated funds in the CMAQ program have generated a directive from the Policy Committee to develop procedures that will improve the obligation rate of this program. Conversations with Council of Mayors Executive Committee members have indicated an interest in expanding this effort to include the STP program. Track legislation for federal, state and local transportation funding initiatives.

4th Quarter Progress:

- Collect information regarding obligation amounts from IDOT and locals
- Worked with programmers to ensure:
 - Accurate programs in the TIP
 - Fiscal Constraint
 - Maximum obligation of Federal dollars
 - Understand issues with transportation bill reauthorization and transportation bill rescissions
- Began formatting 07 obligation report
- Attend Council Transportation Committees to discuss advanced funding options, programming issues, and other various programming issues.
- Worked with Council of Mayors Executive Committee and members from the City of Chicago to develop the new City/Suburban split of STP-L dollars.
- Developed final marks and were approved
- Prepared responses to various legislative bill proposals
- Prepared various requests from management.
- Maintain and updated various TIP and Highway program statuses.
- Developed annual obligation report template for use for future years.
- Worked with PL's for two requests for advanced funding for FFY08.
 - April
 - June
- Updated quarterly report for all federal funding sources through 3rd quarter of SFY08.
- Presented quarterly report to Transportation Committee.
- Began collecting data for creation of SFY09 STP-L expenditure report
- Participated in local council's methodology update in order to ensure maximum obligation of Federal dollars.

1st Quarter Objectives:

This project has been consolidated and will be reported on in FY 2009 under TIP Development and Implementation.

CMAQ Program Development

Project Manager: Doug Ferguson

Team: R. Patronsky, P. Berry, B. Dekic, T. Fifer, G. Johnson, L. Kos, A. Nicholas, R.

Patronsky, J. Rodriguez, D. Rice

Products: Annual CMAQ program

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.

4th Quarter Progress:

- Processed twenty-three project change requests from sponsors of existing projects. Special follow-up was required for project scope change and cost increase requests from Naperville (Washington St from Hobson to 75th Intersection Improvement and DuPage River Trail Segment II) and Cook County Highway Department (Old Orchard Rd from Harms to Skokie Blvd). CMAQ Project Selection Committee (PSC) approved the inclusion of the two projects in the FY 2009 cycle for consideration of their changes.
- Three meetings of the CMAQ PSC were held. The May 13th meeting was held specifically to address the high unobligated balance of CMAQ funds and the estimated lapsing of \$37 million of CMAQ funding from FY 2005. A detailed memo was produced explaining this issue. While a spirited discussion of the many possible solutions was held, no finalized actions were taken.
- Reviewed the status of FY 2007 programmed projects and sent letters to sponsors of 11 projects that have not obligated funds directing them to initiate projects by the end of June by submitting Job Number Request forms to IDOT District 1 staff. Received responses from all but one project.
- Two new PSC member alternates were introduced to the committee, President Larry Keller, West Dundee, for the Council of Mayors and Betsy Tracy for IDOT. Individual meetings were held with each to bring them up to speed on the CMAQ program and the committee. Many of the issues and challenges facing the CMAQ program were discussed.
- Entered responses from major sponsors on their 'project milestone schedules' for projects programmed in 2006 or before and entered information into the CMAQ database.
- Held discussions with executive staff on staffing problems with CMAQ monitoring efforts.
- Entered CMAQ obligations and project changes from February, March, and April in the TIP.
- Concerns over the impact of the federal Energy Bill legislation on the CMAQ program were calmed by USDOT staff. A review of the legislation indicated that the PSC could continue to handle the changes to the obligation of CMAQ funds in the same manner as they have been.
- Reviewed all 183 project proposals for missing information and sent out letters requesting the missing information for 70 proposals. Spent a considerable amount of time discussing with sponsors what they need to supply for the missing information. Sent secondary follow-up letters to sponsors for 13 projects proposals that did not respond. Only one project never replied. This was a proposal from the City of Joliet.
- Did not finalize the programming mark for FY 2009. This will be done at the July 10, 2008 meeting of the PSC.

- Produced an electronic document of all the FY2009 Project Proposals and distributed them to the PSC members and other interested parties at CTA, Metra, Pace, IDOT District 1, FHWA, FTA, Chicagoland Bicycle Federation and Openlands. This document is used extensively by CMAP staff in reviewing and analyzing proposals. Two printed versions (4 volumes each) were produced as backup and for the library.
- Project proposals were analyzed for potential air quality benefits. Due to staff changes and the large amount of IDOT submitted Intersection Improvement proposals (30), staff was able to arrange a deal with IDOT District 1 to complete the CORSIM modeling required for the analysis of the projects.
- FY 2009 CMAQ Proposal Rankings were produced including all projects by Cost per Kilogram of VOC Eliminated, Kilogram of NO_x Eliminated, Kilogram of PM Eliminated, 1000 Trips Eliminated, and 1000 VMT Eliminated. The rankings also include other project proposal information such as prior CMAQ funding, uncommitted costs and Pace and CTA routes affected by the project. Rankings were presented to the PSC and considerable staff time was spent addressing potential errors made in the analysis and new information from sponsors. The final rankings were posted to the CMAP website.
- Using the rankings as the primary measure, staff met for an all day retreat to develop a draft recommended FY 2009 CMAQ Program. Revisions are expected prior to presentation to the PSC on July 10.
- Meet with communications staff to brainstorm ideas and methods for improving the public image of CMAQ program and CMAP's role in the program.
- The scope of the CMAQ Post-Implementation Evaluation proposal with UIC was revised due to inactivity and discussions on a starting date took place. A contract was agreed upon by CMAP and UIC and executed. The project kick-off meeting is scheduled for July.

1st Quarter Objectives:

- Present a staff recommended program to the PSC for recommendation to the Transportation Committee approval for public comment.
- Put the proposed program out for public comment.
- Notify sponsors of the proposed program.
- Present proposed program to interested CMAP committees while out for public comment.
- Respond to public comments and have PSC address them in proposed program sent to Transportation Committee for approval.
- Review and prepare information of proposed projects for inclusion in the TIP.
- Finalize programming marks for FY 2009 on July 10, 2008.
- Hold kick-off meeting with UIC on the post-implementation evaluation of CMAQ projects project.
- Develop materials to help sponsors of approved project implement there projects in a timely fashion and increase the publicity of the program.

- Begin to review application materials and methodologies for the FY 2010 cycle.

Conformity

Project Manager: Ross Patronsky

Team: P. Berry, B. Dekic, P. Frank, D. Kopec, C. Heither, K. Wies, H. Ostidick

Products: Conformity Analysis

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 or Transportation Improvement Program (TIP) is approved. The conformity analysis must demonstrate that the emissions resulting from the plan or TIP meet the requirements of ("conform with") the regulations governing air quality.

4th Quarter Progress:

- Completed conformity analysis of TIP amendment adopted by MPO Policy Committee on June 12th.
- Reviewed IEPA PM_{2.5} SIP budgets. Recommended revisions to the budgets, and tested ability of region to conform to the budgets.
- Reviewed annual VMT estimates used by LADCO for PM_{2.5} SIP

1st Quarter Objectives:

- Update projects in TIP with inconsistent completion year data.
- Comment on IEPA 8-hour ozone and PM_{2.5} SIP submissions.
- Complete conformity analysis of TIP amendment to be adopted by MPO Policy Committee on October 9th.
- Obtain training in MOVES, the next emissions model from USEPA.

STRATEGIC TRANSPORTATION INITIATIVES

Core Program Oversight: Don Kopec

This core program addresses the need to effectively manage the region's transportation system. The management and operational strategies developed will include intelligent transportation systems and bicycle and pedestrian policies. Tasks within this project

will also provide highway and transit assistance to project implementers, including support for transit New Starts projects. Efforts to improve the safety of the transportation system will be included in this project.

Intelligent Transportation Systems (ITS)

Project Manager: Claire Bozic

Team: D. Kopec, T. Murtha, D. Rice

Products: Final review of the consultant products is underway. All products have been received. The CMAP IT department is investigating how the website material will be added to the CMAP website.

4th Quarter Progress:

- We held an Advanced Technology Task Force Meeting in June. Find agendas and meeting minutes here: <http://www.cmap.illinois.gov/attf/minutes.aspx>
- We had the first meeting of the regional operations group development committee.
- Posted ITS Architecture material on the website
- Participated in a regional data archive committee meeting and commented on draft documents that are under development.

1st Quarter Objectives:

- Continue developing a regional operations coordination workgroup.
- Explore mapping the fiber optic communications network under development by transportation implementing agencies.
- Investigate evaluation measures to measure the effectiveness of ITS project.

Congestion Management Process

Project Manager: Tom Murtha

Team: C. Bozic, B. Dekic, T. Fifer, P. Frank, D. Kopec, L. Kos, T. Murtha, A. Nicholas, J. O'Neal, T. Palzer, J. Rodriguez, D. Rice, T. Schmidt

Products: Federally required Congestion Management Process.

Description: SAFETEA-LU instituted the replacement of the Congestion Management System with the Congestion Management Process. Developmental work will be required to identify those elements of a CMP that are not currently part of the region's CMS. Includes management and operations, non-central city park and ride, major incident management, ramp HOV, signal inventory, congestion safety and monitoring, and energy analysis.

4th Quarter Progress:

Transportation Management Strategies:

- Strategy Papers: PARKING: As a result of the February meeting of the Transportation Committee, where this issue was addressed, substantial additional parking inventory data collection is now underway. MANAGED LANES: Writing has been completed; the final version is being posted on the Web. ARTERIAL OPERATIONS: Writing is underway. FREEWAY OPERATIONS: Writing is underway. TRAVEL DEMAND MANAGEMENT: Presented in 3rd Quarter for review; waiting to hear back.
- Signal Systems: Continued the ongoing process of enhancing the signalized intersection and signal interconnect inventories. A pre-final dataset was produced and transmitted to the Regional Transportation Authority for regional use, updating a database several years out-of-date. A report on this inventory is in draft stage.
- Safety and Security: The Disruption Management Template Development work hit a substantial snag regarding data validation. While planned for incident use, the validation did not include incident data, so it appears that the Vista product may not be suitable for incident use until such model validation is provided.
- The Ramp High-Occupancy Vehicle Report has been completed, presented to the Transportation Committee, and has been posted on the CMAP web site at <http://www.cmap.illinois.gov/WorkArea/showcontent.aspx?id=8758>.

Performance Monitoring.

- Highway Performance Monitoring System/Summer Data Collection: Field Data Collection staff is in place and data collection is under way.
- Congestion Monitoring. A new Performance Monitor has been hired. New analyses of congestion on regional expressway corridors are now underway for Calendar Year 2007.
- Safety and Security: A new Web-based safety application was rolled out in DuPage County for police, engineering, and other public safety staff use. This work was done by consultants for DuPage County. The product received very good reviews. Work continued on a region-wide analysis framework at CMAP.
- An analysis of VMT trends is in draft stage.

Special Studies. The following special studies have been completed:

2030 Regional Transportation Plan Update. The plan update has been posted to <http://www.cmap.illinois.gov/sp2030/sp2030main.aspx>.

1st Quarter Objectives:

- Complete reports of good practices for “parking management,” “travel demand

- management,” “arterial traffic management,” “expressway traffic management” and preparation of community-oriented material.
- Begin an overview of the CMAP congestion management process.
 - Begin preparations of “good practices guides” for community traffic safety and highway traffic signal operations.
 - Prepare information supporting development of a managed lane project for I-55.
 - Continue development of databases in support of regional performance measures.
 - Continue performance measurement for regional expressways
 - Proceed with HPMS/Summer Data Collection work now under way.

Highway and Transit Assistance

Project Manager: Claire Bozic

Team: B. Dekic, D. Kopec, D. Rice,

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

4th Quarter Progress:

- Created and added to the CMAP ftp site conformity 2006 2020 analysis year data..
- Developed a Olympic Family trip table, Olympic Spectator trip table and a number of analyses and exhibits to support CMAP’s work with the Chicago Olympic Application committee.
- Responded to a data request from a potential Chicago parking private partner.
- Provided traffic projections for 4 alternatives for the interchange at I-55 and Weber Road.
- Provided data for an Evanston transportation plan development.
- Provided traffic projections and additional data for a study of an interchange expansion and roadway extension at I-55 at IL 59.

1st Quarter Objectives:

- We should continue providing traffic projections to requestors within 3 weeks.
- We should produce an official traffic projection process document for people who request it.
- We should continue responding to data requests in a timely manner.

Bicycle and Pedestrian Plan Implementation

Project Manager: Tom Murtha

Team: D. Kopec, J. O’Neal

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

4th Quarter Progress:

Pedestrian Safety Initiative

- Staff and consultants continued Pedestrian Safety Initiative community assistance for the following communities:
 - Austin
 - Berwyn
 - Waukegan
 - Chicago HeightsFinal consultant reports were drafted for these communities.

- Staff completed work with consultants and stakeholders to develop the proposed changes to the IDOT Bureau of Design and Environment Manual relating to pedestrian safety. The proposed changes integrated needed changes for accessibility and implementation of recently passed “complete streets” legislation.

- Staff continued data analysis of pedestrian crashes, including data supporting implementation of a “pedestrian level of service” performance measure.

Greenways and Trails Plan

Staff completed work on digitizing proposed changes to the Trails Element of the plan. The revised Trails Element was approved by the Bicycle and Pedestrian Task Force for planning purposes and was transmitted to Community and Technical Assistance staff for inclusion in the broader plan.

Soles and Spokes Plan

Work focused the applicability of the Plan’s proposed level of service performance measure, described above. Otherwise, progress was limited.

Other

DuPage County and the South Suburban Mayors and Managers Association completed their subregional bikeway plans. These are being incorporated into the CMAP Bikeway Information System and have been used as critical input for the Trails Element Update to the Regional Greenways and Trails Plan.

CMAP held a *Soles and Spokes Workshop: Designing Pedestrian Facilities for Accessibility* on June 9-10. 35 engineers and planners were trained how to improve access for people with disabilities.

Updates to the Bicycling Strategy Paper continued on the *GO TO 2040* Web site.

Staff prepared several responses to IDOT and other requests for bikeway plan information to be used in highway planning.

1st Quarter Objectives:

- Make substantial additional progress integrating pedestrian safety into IDOT procedures.
- Continue Soles and Spokes Plan effort; introduce transition plan element (with ADA workshop below); address funding issue.
- Hold ADA Soles and Spokes Workshop.
- Continue to provide local community information.
- Continue to provide bike-ped strategic guidance in response to IDOT inquiries.

Freight Analysis

Project Manager: Roseann O'Laughlin

Description: Support for the Intermodal Advisory Task Force (IATF) 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 Freight Committee. The committee 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: 12 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: TBD
- Intermodal Connectors: Prepare report and submit to IDOT Sept 2008
- Initiate Freight Plan: March 2009

4th Quarter Progress:

- Completed Freight Committee meeting work for 3 meetings including creating agenda, updating member and interested parties list, drafting minutes and meeting with co-chairs
- Completed revisions for freight indicators project including review of past comments and additions as well as review of other regional indicators projects

- Reported to Freight Committee on Indicators progress and Snapshot updates
- Completed draft and schedule for Freight Snapshot project
- Initiated review of existing freight related data
- Completed review of Intermodal Connectors project
- Worked on freight data acquisition including sorting and summarizing federal commodity flow data for origin and destination in the Chicago region
- Investigated viability of obtaining freight data from outside source including conversations with other MPO freight planners who have worked with this data in the past
- Reviewed the SSMMA South Suburban Freight study, Atlanta Goods Mobility Plan, and various other MPO freight committee meeting minutes, agendas and related documents
- Participated in SSMMA Quarterly Meeting to review South Suburban Freight Study
- Participated in 2 meetings with Volpe Center and selected freight stakeholders and researchers
- Meeting with Larry Wilson, IDOT to discuss CREATE project background and current status
- Meeting with Paul Nowicki to discuss BNSF participation in Freight Committee
- Attended Transportation Research Board (TRB) Summer Meeting and participated in Urban Freight Transportation Committee (AT025)
- Participated in NARC Technical Advisory Group conference call
- Responded to data request by City of Des Plaines and UIC PhD student

1st Quarter Objectives:

- Participate in NARC Freight Workshop, Sept 4-5
- Complete freight data acquisition
- Initiate freight data analysis
- Incorporate freight data into other CMAP data including InfoUSA and CoStar
- Review Volpe Center report on Freight and incorporate into Freight Snapshot
- Continue freight snapshot project and present scheduled updates to Freight Committee
- Continue Freight Committee related activities including adding more industry representation to membership
- Complete Intermodal Connectors report and submit to IDOT
- Complete Freight Operations Strategy Report

DATA COLLECTION

Core Program Oversight: Kermit Wies

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.

Data Collection Technology Demonstration

Task Manager: Greg Sanders

Team: Solo with contractor assistance.

Products: Planning datasets resulting from data collection programs that employ wireless communication and internet technology to rapidly update content.

Description: This task is intended to expand the Full Circle mapping system to include a wider variety of data types, including transportation facility inventory. Technical enhancements include incorporating GPS capabilities into hand-held data recording devices. Data collection in new areas will be important to CMAP's expanded planning responsibilities.

4th Quarter Progress:

- Full Circle data was successfully ported to a Google Earth interface, including a highly detailed SketchUp rendering of a portion of Logan Square. This application used data from a grocery store survey conducted in Logan Square.
- Thousands of surveys have been completed by the Preservation Compact team, including CMAP staffers. Data compilation and analysis will begin shortly.
- Full Circle Best Practices Guidebook was completed (S:\Projects\FullCircle\FULL CIRCLE BEST PRACTICES GUIDE.pdf)
- Full Circle Open House event was held to increase awareness of the project.
- Work has been largely completed on re-tooling the database for use outside Cook County
- Work has begun on re-tooling the database to take advantage of CMAP's new web hosting environment.

1st Quarter Objectives:

- We will continue to provide ongoing services as requested by Full Circle partners (map creation, reporting and user training).
- We will write and submit an annual report to the MacArthur Foundation.
- We will intensify our activities in McHenry and perhaps other counties.

Documents of interest:

S:\Projects\FullCircle\0-model\LS Grocery Stores.avi (open with Windows Media Player)

Land Use Inventory

Project Manager: David Clark

Team: J. Drennan, E. Pedersen, M. Pinnau (contractor), Northern Illinois University

(contractor).

Products: GIS-based dataset of observed land use categories regionwide. User documentation. Manager documentation.

Description: Informs environmental and land use planning work and is used in validating growth projections. Manual review of primary source materials such as aerial photographs.

4th Quarter Progress:

- Final (pre-Q.C.) work 95% complete: edge-matching the section files and “Q” polygon resolution completed. Final reconciliation with 2001 correction work underway. .
- The corrected (version 2.0) 2001 Land Use Inventory (based on errors discovered during 2005 Inventory production) was delivered by contractor M. Pinnau as 98% complete; Staff is finishing up the reconciliation of the 2001 corrections with the 2005 pre-Q.C. file.
- Contract signed and work begun on the NIU study of using satellite imagery to detect urbanized land use change. Met with NIU at CMAP on June 10 to discuss progress.

1st Quarter Objectives:

- Complete QA/QC of 2005 file.
- Begin composing metadata
- Work with Communications staff to formulate access/distribution strategy for 2005 (and updated 2001) products.
- Completion of corrected (version 2.0) 2001 product, including update of metadata.
- Obtain input from staff on potential improvements to the Inventory for 2010.
- Receive data & final report from NIU on the urbanization/satellite imagery project.

County and Municipal Socioeconomic Projections

Project Manager: Jack Pfingston

Team: E. Pedersen, D. Morck

Products: Interactive GIS application (“Future View”) and in-person interviews with municipal and county staff.

Description: Historically scheduled to correspond to long-range planning cycle, but is better suited to function as an ongoing generic data resource rather than being so strongly tied to plan development.

4th Quarter Progress:

- Data collection associated with field interviews aspect of the projections program continued and is ongoing. We have identified Kane as the initial county for

implementation of “Future View” (FV), the municipal projections tool. Consequently, we are concentrating on munis from Kane in the municipal data profile collection effort. The effort includes building a data base of recent municipal annexations, development plans, and boundary agreements. The data is used as a briefing mechanism to arm us with the most current and relevant information before we meet with selected municipalities.

- Ordered & received Woods & Poole 2007 Complete Economic & Demographic Data Source (CEDDS). CEDDS includes economic & demographic base & projection data by county for the entire U.S.
- Continued working with GA in FV development. Installed and experimented with CommunityViz 3.3 software (“Scenario 360” module), a platform for the FV tool. Held several demonstration/evaluation sessions with GA and were working with version 3 of the tool as FY08 came to a close.
- Participated in review and comment response aspect of the Draft Water Study, which culminated in the April 15 meeting at CMAP. Some follow-up work resulted.
- FPA—related work included additional follow-up work with consultants for Itasca and initial meeting with representatives of the village of Big Rock.
- Dealt with several dozen inquiries regarding projections or projection-related data.

1st Quarter Objectives:

- Continue to work closely with GeoAnalytics in the implementation, testing, and post-field-test adjustments to FV.
- Launch the working version of the FV tool in the field, with an initial concentration on Kane County
- Establish meeting locations & times, and prepare background and support material for mailing to the first round of municipal participants.
- Establish protocol for and conduct post-FV session debriefings and data management.
- Will meet with officials from McHenry County to discuss both 2030 projections and to brief them on the 2040 FV process.
- Continue to provide support, as needed, to the IDNR Water Study Group, the SIU research team, and the program manager.
- Assist in the NIU-NICOR-CMAP data exchange effort.
- Assist CMAP staff in projection-related data and needs.

Household Travel and Activity Inventory

Project Manager: Kermit Wies

Team: Bulk of work under consultant contract. A. Fijal, S. Perpignani,

Products: Tabular datasets of household travel behavior.

Description: Substantial one-time survey research effort being carried by a large consulting team. Travel inventory is critical to validating existing travel models and

advancing travel model development.

4th Quarter Progress:

Closed out project management. Established dissemination procedures for confidential and public use data sets. Intern hired to prepare summary tabulations of survey results. Project management turned over to Sandy Perpignani for FY09.

1st Quarter Objectives:

Post public use dataset and summary tabulations on CMAP Website. Deploy survey calibration datasets to CMAP model improvement program. Assist RTA in developing RFP for survey application for use in transit analysis.

Transportation System Inventory

Project Manager: Craig Heither

Team: Primarily interns working under contract with Argonne National Labs.

Products: Tabular datasets of transportation system infrastructure.

Description: These datasets are used to represent the transportation system when evaluating costs, benefits and environmental impacts under a variety of planning and investment scenarios. Tasks are driven by project applications and changes in required analysis formats.

4th Quarter Progress:

- Completed training interns on QA/QC procedures for verifying Master Highway Network (MHN) attribute updates and on updating bus route coding using ArcGIS.
- MHN attribute updates were quality checked and finalized for the remaining 53 township-range areas in the 7-county region.
- Incorporated all highway attribute updates into a corrected MHN database available for agency modeling purposes.

1st Quarter Objectives:

- Train new staff member to perform QA/QC of revised bus route coding.
- Complete QA/QC of revised bus route coding developed by interns during the summer and incorporate the changes into modeling databases.

Internal Data Library Management

Project Manager: David Clark

Team: X. Zhang

Product: Organization of shared internal data library. Catalog and maintain metadata

for agency base data and product.

Description: Development and organization of a dataset organization system. Ongoing organization and management of data resources.

4th Quarter Progress:

- Numerous GIS datasets loaded onto the Data Depot, with periodic updates sent out to staff GIS users to keep them up-to-date.
- The data librarian has arrived, and is becoming acquainted with our data organization and needs.
- Work plan in progress,

1st Quarter Objectives:

- Identify a group of interested staff to develop a data distribution policy.
- Begin to update metadata records for Data Depot data.
- Develop thematic and geographic keyword thesauri
- Compose metadata for Land Use Inventory and Facility Area Planning GIS data.
- Finalize work plan.

Local Crash Data Collection

Project Manager: Jan Drennan

Team: T. Palzer

Product: GIS compatible data.

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

4th Quarter Progress:

- Re-requested and received most missing PDFs of crash reports for Kendall, Lake, McHenry, and Will Counties.
- Received some, but not all PDFs for Cook County.
- All PDFs received were placed in Data Depot Secure folder.
- All PDFs received were read and location data entered into Access database.
- Completed entire process for Kane and McHenry Counties and sent coordinates to IDOT along with a memo about any crash locations not able to be identified because of insufficient information.
- Directions written and staff trained to use ArcView and parcel layer to verify address location and edit point location, when appropriate, to more accurately locate crash sites.
- For Will County, table QC completed, addresses located, intersections located, and SAS program run to locate crash sites offset from an intersection.
- For Will County, work is in progress to better locate crash sites using secondary data, when available, from crash reports.

- Learned from IDOT that most crash reports of fatalities will be sent, but sending the reports of serious injuries will be delayed for several months for a new computer system to be installed.
- Added a new field to the database for all uncompleted counties so table QC can be done on reports we do have and work can more easily resume once we receive more crash report PDFs.

1st Quarter Objectives:

- Finish the process for Will County and send coordinates to IDOT along with a memo about crash locations not able to be identified because of insufficient information.
- Identify how many crash reports are now missing for the remaining counties and plan what to do next based on this.
- Work on additional counties in terms of table QC and geocoding process as much as possible without having to duplicate steps after more crash reports are eventually sent.

DATA EXCHANGE AND DISSEMINATION

Core Program Oversight: Kermit Wies

Needed 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.

Data Exchange Technology Demonstration

Project Manager: Greg Sanders

Products: Planning datasets resulting from interagency data exchange programs that provide the foundation data used in wireless and internet data collection efforts.

Description: This project is intended to demonstrate the IDEA (Illinois Data Exchange Affiliates) objective of expanding and institutionalizing data sharing agreements between governments and organizations. An example might include the Partnership for New Communities need for a liaison with city and county agencies for housing and neighborhood base data.

4th Quarter Progress:

During the fourth quarter staff experienced setbacks in the wide-ranging data exchange collaborations that CMAP had proposed to the City of Chicago and Cook County. City and County agency staff have concluded that their staff capacity is insufficient for the tasks involved in ongoing establishing data exchange. Despite CMAP’s offer of engaging

in a partnership with financial incentives for City and County IT departments, these potential partners declined to make the necessary commitments.

However, the Cook County Assessor is nearing completion of a new real-time data stream requested by CMAP as part of our larger collaboration. The Assessor's office is performing this work despite the fact that they have apparently eschewed the resources that CMAP made available. In general, we continue to maintain regular communications with our data systems counterparts and hope for future progress.

1st Quarter Objectives:

- In the absence of commitments from City of Chicago and Cook County data managers, CMAP will focus on its role as data provider. The "exchange" part of data exchange requires partners willing to commit to reciprocity. But we can serve the interests of our region very well by acting as a strong provider of information. One would hope that CMAP's "leading by example" might have a positive effect on other units of local government. (See Data Dissemination project below.)

Housing and Employment Data Exchange

Project Manager: Dave Morck

Team: D. Clark, E. Pederson, J. Pfingston, A. Fijal

Product: Catalog of regional employment (primarily IDES, but possible Dept. of Revenue) employment data sources. Catalog of regional household unit (primarily ComEd) data sources. Management documentation.

Description: Provides information for planning baseline analysis. Also provides interesting outreach and agency promotional opportunities. Receipt of IDES, Revenue, ComEd or other employment data records. Preparation of summary statistics and data formats usable in socioeconomic forecasting.

4th Quarter Progress:

2005 Employment Estimates, Version 2:

- Located and geocoded employers with 10 or more employees in Lake County.
- Geocoded employers with 50 or more employees regionwide, except Cook County (100 employees)
- Prepared base data for generation of Version 2 file, identifying County, MCD, Municipality and Quartersection for each geocoded employer, and Community Area for each geocoded employer in Chicago

Housing Estimates:

- Contacted ComEd and Naperville for meter data.

CMAP Development Database

- Continued active collection of data, passing to Alan Fijal.
- Trained staff in data entry.
- Continued conversations about design of new CMAP database.
- Continued preparing base map (in ArcMap) for new CMAP database, concentrating on development post-2000.
- Continued preparing development maps for use in the projection process, both post-2000 and post-2005 Finished Elgin and Bloomingdale, Started Sugar Grove
- Provided estimates of square footage and employment for various commercial land uses, for use in the projection tool.

1st Quarter Objectives:

2005 Employment Estimates, Version2:

- Generate Version 2 file and place on Data Depot.
- Write documentation

2007 Employment Estimates (new effort)

- Generate first version of control totals
- Incorporate corrections made to 2005 file where appropriate
- Continue geocoding employers
- Develop methodology for back-correcting 2005 file

NAICS Retrofit of 2000 Employment Estimates:

- Assign NAICS codes to records with 25-40 employees (this remains from last quarter).

Housing Estimates:

- Obtain list of electric meters from electric utilities in St. Charles, Geneva, Batavia and Winnetka (This remains from last quarter). Obtain 2008 meter file from ComEd (This remains from last quarter)

CMAP Development Database:

- Continue building base geographic file
- Initiate design process for new application
- Manage continuing data entry effort

Data Dissemination Technology Demonstration

Project Manager: Greg Sanders

Team: R. Krell, Ferraro, Wu, Zhang

Description: This project is intended to demonstrate the IDEA (Illinois Data Exchange Affiliates) objective of providing real-time availability of rapidly changing data points. Examples include building permits, real estate transactions and vehicle crashes. Rapid turnaround of baseline planning data provides unprecedented currency to planning problem identification.

4th Quarter Progress:

During the fourth quarter we focused on software and hardware acquisition, and

assimilating five new team members into the Data Dissemination work flow. The result has been significant forward progress towards our highest-priority goal: implementing a CMAP-wide system for data intake, processing and documentation.

- We hired three full-time staff members: Regional Indicators Analyst (Michael Ferraro), Data Systems Programmer (Guangyu Wu) and Metadata Librarian (Xiaohong Zhang).
- We completed the procurement process for Business Intelligence software, selecting Information Builders' WebFocus product suite. We have begun the implementation process.
- New web servers, which are crucial for high-performance data dissemination, have been installed and are being tested.
- We began holding weekly meetings of the "web data team" to coordinate development tasks and share progress reports, new resources and so on.
- We continue to create ETL routines to Extract, Transform and Load data from various sources into the CMAP databases. This activity has greatly expanded, not only in scope of data but in detail of the documentation.
- We continue to hold one-on-one sessions with CMAP data users to gain a better understanding of data sets, currently held by individual staff members, which may have value for CMAP's data dissemination program.
- Several useful metadata tracking applications have been deployed and are now handling the process of data documentation.
- We have largely completed coding for various portal websites.

1st Quarter Objectives:

- We will expand CMAP data directory indices, adding greater detail to our rapidly-improving documentation of available data.
- We will deploy limited segments of the new Business Intelligence software
- We will continuously deploy additional parts of CMAP data portals under www.cmapdata.net
- We will continue calculating aggregations of parcel-level data

Internet Mapping Service

Project Manager: Greg Sanders

Team: R. Krell

Product: Internet data display and delivery application. User documentation. Management documentation.

Description: Valuable asset to communicating plan and program data to public. Design and development of product. Maintenance.

4th Quarter Progress:

Based on feedback from TIP users within CMAP, we have opted for a Google Earth/Google Maps application rather than an ESRI application (for the initial rollout at

least). GIS analyst Richard Krell and data programmer Guangyu Wu completed a production version of the TIP visualization and are awaiting further feedback from various stakeholders. See

<http://www.devgis.cmap.illinois.gov/TIPVisualization/Google/Default2.aspx>

1st Quarter Objectives:

- We will continue enhancing the TIP visualization project in response to user input.
- We will evaluate the Google Earth Enterprise platform and recommend either In favor of acquiring it, or not.

URBAN SYSTEM MODELING

Core Program Oversight: Kermit Wies

Maintains and advances industry practice of mathematically simulating and forecasting the interaction of public policy decisions and private behavior. State-of-the-practice travel demand modeling is maintained in order to effectively predict the outcome of transportation investment decisions. Expanding the scope of modeling to predict land use outcomes is part of a larger effort to establish a set of policy responsive modeling and forecasting tools for regional planning. Specific applications of advanced practice transportation modeling to management and operations planning and evacuation scenario planning are being pursued. The current travel models are “state-of-the-practice” but must be maintained and improved for use in demonstrating air quality conformity. The models are also a reliable and trusted source for transportation project planning and engineering work.

Land Use Model Development

Project Manager: Kermit Wies

Team: M. Stratton

Product: Demonstrate successful transfer of data between regional travel demand models and prototype regional land use model.

Description: Part of a larger effort to establish a set of policy responsive modeling and forecasting tools for regional planning.

4th Quarter Progress:

Phase I deliverables complete and presented to CMAP along with summary presentation to Executive Director. Phase II Scope for LEAM/CMAP integration developed with additional strategy research in agricultural preservation in support of *GO TO 2040* Plan.

1st Quarter Objectives:

Phase II contract execution. Complete agricultural preservation strategy research.
Establish direct UIUC staff expertise in organization of transportation model datasets.

Advanced Travel Model Development

Project Manager: Craig Heither

Team: Staff data assistance resources.

Product: Demonstrate successful transfer of data between regional travel demand models and prototype traffic microsimulation model.

Description: Part of a larger effort to establish a set of policy responsive modeling and forecasting tools for regional planning. Specific applications to management and operations planning and evacuation scenario planning have been proposed. Establish data transfer methods and identify enhanced data needs of microsimulation procedures.

4th Quarter Progress:

- Developed and transmitted a set of revised TRANSIMS input files to Argonne National Laboratory incorporating all Master Highway Network updates and a set of change log files.
- Completed a peak spreading modeling analysis and developed an application to alter trip table factors and vehicle occupancy rates within CMAP's modeling framework.
- Completed development of a setup to run CMAP's time-of-day modeling procedures in the Emme 3 environment.

1st Quarter Objectives:

- This project has been folded into modeling work for *GO TO 2040* in FY09.
- Begin calibrating the trip distribution model using data from the Household Travel and Activity Inventory.

Regional Travel Demand Model Maintenance

Project Manager: Claire Bozic

Product: Regional travel demand forecasts and documentation using current set of approved regional travel demand models.

Description: The current models are "state-of-the-practice" and approved for use in demonstrating air quality conformity. They are also a reliable and trusted source for small area traffic projections and provide critical inputs to transit project modeling work.

4th Quarter Progress:

- Completed work on all Metra SouthEast Service alternatives
- Completed work on all Metra STAR Line alternatives

1st Quarter Objectives:

- This project is not expected to continue next year. It will be subsumed under another project.

Regional Growth Forecasting

Project Manager: Kermit Wies

Team: Jack Pfingston (inventory), David Morck, Sandy Perpignani, Regional Comprehensive Plan staff

Product: Dataset that quantifies baseline assumptions of future levels and distribution household and employment change.

Description: The forecasts provide the baseline (“do-nothing”) assessment of future regional socioeconomic patterns. They provide a “point of departure” for testing any planning or policy scenarios intended to steer the region toward a different future socioeconomic distribution.

4th Quarter Progress:

Population Synthesis

- UIC resumed work on their enhancements to the population synthesizer.
- Staff has begun applying the existing tool to our planning data sets. This will allow the population synthesizer to contribute to the GoTo2040 scenario evaluations

Regional Economic Modeling

- Received a full set of regional totals of population, employment, product and demographic totals that will contribute to GoTo2040 scenario evaluations.

1st Quarter Objectives:

Population Synthesis

- Increase staff expertise on existing population synthesizer. Begin testing scenario capabilities of population synthesizer.
- Receive disaggregated and subregional household and employment forecasts for reference scenario. Begin communication *GO TO 2040* regional parameter scenarios to REAL.

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.

4th Quarter Progress:

- During this quarter we provided technical support for the nearly thirty CMAP web editors.
- Created an RFQ for short-term web development services.
- Created a comprehensive RFP (015.1) for long-term web hosting, support, design, and development services.
- Worked with the communications and the finance departments to evaluate the proposals and generated a draft report for the board.
- Worked with the *GO TO 2040* team to develop new navigation tools for the site as well as new templates.
- Performed DNS and hosting purchasing and renewals for several CMAP sites. Implemented six new servers for the new web environment this included a new Web, SQL, ArcIMS, FTP, BI and Terminal server.
- Implemented new switch and KVM for web environment.
- Completed installation and configuration of ArcIMS and ArcSDE for new web environment.
- Implemented new data.cmap.illinois.gov domain name.

1st Quarter Objectives:

- to finalize a contract with our new web hosting, support, design, and development contractor
- to put develop all of the forms and request protocols outlined in RPF 015.1's scope of service
- to get a new Idea Zone and a new Front Page in place on the *GO TO 2040* site
- to work with web staff and consultants to move new web environment forward
- to complete installation of web SAN
- to complete installation of backup system for web environment
- to work with Business Objects to install new BI software
- to install new server for ArcGIS server
- to continue documenting new 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.

4th Quarter Progress:

IT Infrastructure:

- During this quarter, we completed the \$290,000 IT procurement plan to replace aging servers, PCs, monitors and laptops.
- We posted an RFP for a new Wide format scanner and completed the evaluation, selection and procurement for this item.
- We implemented eight new laptops for CMAP staff including a complete upgrade for the external relations staff.
- We upgraded forty monitors for staff and implemented 25 new PCs.
- We began the reconfiguration of the scanner and graphics room.
- We completed the expansion to the existing agency SAN and we installed four new internal servers including servers for the new financial accounting system.
- We disposed/recycled thirty old pieces of computer equipment.
- We continued to respond to requests for IT support in each month of this quarter.
- We 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, we completed the contract with the vendor for IT support services.

1st Quarter Objectives:

IT Infrastructure:

- to implement new tape backup system for CMAP.local
- to implement new terminal server for CMAP.local
- to setup new wide format scanner

- to begin process of scanning historical aerial imagery for archive
- to implement new scanners for HR and Finance departments
- to setup laptops and cabinets for Cook and DuPage conference rooms
- to conduct training session on using new tablet laptops
- to continue PC upgrade process
- to dispose of old computer equipment

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.

4th Quarter Progress:

- During this quarter, we completed the installation of the emme3 upgrade, the installation of Google Earth Pro, Sketch Pro, packaging of Picassa, Google Desktop and ArcGIS sp5.
- We also procured and set up on the web terminal server, Adobe Flex, Visual Studio, and Crystal Reports.
- We procured and added the appropriate Microsoft software licenses as recommended from our February software audit.
- We began looking at the ArcGIS server software product.
- We renewed the yearly software maintenance agreements for SAS, ESRI, and Symantec.

1st Quarter Objectives:

- to complete Microsoft software inventory and purchase necessary licenses to bring agency in compliance with software licensing agreements
- to complete upgrade and installation of Adobe Creative Suite software
- to setup terminal server on CMAP.local and install shared software packages
- to procure and upgrade to Symantec ver. 12 backup software on CMAP.local
- to upgrade ArcSDE on CMAP.local to SP5
- Create plan for upgrade to Office 2007

Office Systems Management

Project Manager: P. 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.

4th Quarter Progress:

Asset Management System:

During this quarter, new assets have been recorded into the Asset Management database and annual database management has been completed. The annual Depreciation Report has been completed and submitted. The FY2008 annual inventory of fixed assets has begun and at this writing staff has verified approximately 95% of the fixed assets and expects to be 100% complete by the end of the week.

Telecommunications Management:

- We completed our evaluation, selection and implementation of a new mobile phone wireless email solution. This included the purchase of 20 new blackberries and 10 new windows mobile 6 devices.
- We met with several internet service providers and began reviewing options for improving service. .
- New outpulsed DiD lines have been ordered from GlobalCom and installed.
- The database reconciliation has been completed with most of the issues resolved.
- The Annual Telecommunications Cost Report is awaiting some June invoices prior to finalization.

Financial Software

This quarter an account software vendor was identified and a contract was signed. A technical meeting was arranged with the vendor and the CMAP IT Department to assure that CMAP has all hardware ready for the installation.

1st Quarter Objectives:

Asset Management:

- to continue to add new assets into the Asset Management System
- to transfer the day-to-day asset management responsibilities to George Rivera as originally planned.

Telecommunications Management:

- to continue evaluating Internet Service Provider options
- to prepare the annual telecommunications cost report
- To inventory all analog telephone lines. Disconnect all unneeded lines and port to AT&T all necessary lines to reduce the GlobalCom surcharges CMAP is

- currently paying.
- To negotiate a new telecommunications contract with GlobalCom or another landline vendor.

Financial Software

- to arrange and attend the Project Kick-Off meeting with Sunguard.
- to complete the High-Level Project Plan for implementation
- to complete the detailed Project Plan for implementation
- to arrange the Chico California boot camp for training.
- begin implementation

COMMUNITY & TECHNICAL ASSISTANCE

Core Program Oversight: Bola Delano

The Community and Technical Assistance program provides direct assistance to local agencies and officials to support coordination and consistency between local plans and regional planning efforts. Project teams work together to 1) develop stronger communication links with our region's units of government, 2) respond rapidly to inquiries, 3) provide technical expertise through an on-line clearinghouse and face-to-face meetings, and 4) document and monitor the nature of the requests. Staff members serve as the lead conveners for discussions among municipalities and encourage regional problem-solving, long-term visions, and informed decisions. The project list below describes the primary deliverables for this fiscal year, but it is not necessarily comprehensive in scope. The portfolio of projects may change rapidly depending upon the quantity and nature of external technical assistance requests.

Team: T. Warner, J. Hallas, L. Heringa, B. Kiley, S. Okoth, S. Ostrander, B. Rademacher, D. Ferguson, J. Schaad, D. Morck, P. Reise, L. Lawson, H. Morgan, G. Smith, A. Weiskind, D. Clark, J. Pfingston, S. Perpignani, and other relevant staff from the areas of planning and programming, external relations, and research and analysis.

Local Community Planning Support

Project Manager: Ty Warner

Staff: Sef Okoth, Stephen Ostrander, Brian Rademacher, Bill Kiley, Joy Schaad, Erin Aleman, Jon Hallas, Hubert Morgan, LynnToi Lawson, Paul Reise and other relevant planning staff.

Description: Help guide communities in determining their goals, their options, and the best course of subsequent action.

Products: Suite of Applied Resource tools, including Centers Toolkit, Plan Builder, Economic Impact Model, and expansion of Full Circle project. Conduct a series of leadership workshops across the region using the Centers Toolkit in a participatory framework. Develop plan commissioner training in tandem with members of the External Relations department. Convene County Planning Directors meetings to provide a forum for regional coordination of planning activities. Continue coordination on FRA “Swift Rail” Act and provide support to communities in understanding its implications.

4th Quarter Progress:

- Planning Commissioner Training workshops were held in the south, southwest, and west central suburban communities.
- A community workshop was held in the newly incorporated Village of Campton Hills to identify planning priority areas.
- Provide CMAP representation on Advisory Committee for City of Evanston Multi-Modal Transportation Plan and prepare for community workshop support.
- Elements of funding submitted for Midewin Alternative Transportation Plan study. Planning group for Midewin Burnham legacy initiated.
- County Planning Directors have continued to meet, providing a forum for regional coordination of planning activities. Specialized meeting was held to convey *GO TO 2040* process and discuss DRI process draft.
- Presented to Grundy County area planners (includes CMAP municipalities) on CMAP resources, regional trends, and planning activities.
- Represented CMAP and networked with Lake County communities at “Planners in Lake County” event in Grayslake.
- A proposal for managing mobile planners for distressed communities was presented to Cook County Commissioner Sims, officials from DECO and from Cook County Planning.
- A funding proposal to IDOT for technical planning assistance to distressed communities in the region was prepared.
- Visited officials of North Chicago and Lake County (IL) to get acquainted and to introduce our technical assistance programs to them.
- A Contract for Services template was completed.

1st Quarter FY09 Objectives:

- Hold additional Planning Commissioner Training workshops in the north, northwest, far west, near west suburban communities.
- Design community workshop format for City of Evanston Multi-Modal Transportation Plan.
- Refine scope, timeline, and project parameters for Midewin Alternative Transportation Plan, coordinating with Burnham legacy project.

- Continue to provide support and facilitation for County Planning Directors.
- Follow up on working with mobile planners in south Cook communities
- Meet with planning officials from the City of Waukegan to introduce them to C & TA services.

Technical Assistance Providers Coordination

Project Manager: Stephen Ostrander

Description: Coordination of all technical assistance providers efforts.

Products:

Technical Assistance Providers Network –Plan and lead bi-monthly Providers Network 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)

4th Quarter Progress:

Held bi-monthly Technical Assistance Providers Network meetings on April 23rd and June 25th. Both included a number of extended presentations by members of the Network on key technical assistance projects they've completed or initiated recently, in addition to a comprehensive sharing of any and all projects currently being undertaken, along with announcements and requests for assistance from other members of the Network. (Naturally, this included any relevant CMAP technical assistance projects as well.) The June meeting focused on the launch of the Technical Assistance Providers Directory, including detailed instructions to members of the Network on how to submit and update their technical assistance services information.

Finished construction of the Technical Assistance Providers Directory and its entry submission system, "soft-launching" both (<http://www.cmap.illinois.gov/TechAssistDirectory.aspx>). Individually contacted hundreds of organizations and agencies in the region, inviting them to submit information about their technical assistance services to the directory, to be used by communities looking for help. As these submissions are entered into the system by outside organizations via the Web, the submitted information is reformatted and placed throughout the Directory, under each relevant "area of technical assistance."

1st Quarter Objectives:

- Hold next Technical Assistance Providers Network meeting after the summer is over, on September 24th. With the Providers Directory launched, identify and launch new initiative for the Providers Network (preferably one that truly involves the active participation of Network members, and yields the technical

- assistance coordination and collaboration that is the goal of the Network).
- Continue entering technical assistance services information submitted by organizations (via the Web) into the online Technical Assistance Providers Directory. Follow-up with members of the Providers Network who have not submitted comprehensive information about their technical assistance services (including specific projects). Also follow-up with the hundreds of organizations and agencies contacted in June (when they were first notified of the Directory and invited to be included in it).
 - Launch “Latest Technical Assistance Projects” box (located in the upper right corner of the homepage of Directory), which will feature frequently-updated news about new technical assistance projects in the region (by CMAP and others).
 - Once Directory is fully operational, and error free, identify intern or staff member(s) to assist with ongoing input of organizational information and other maintenance of the Directory.

Regional Greenways and Trail Plan Update

Project Manager: Lori Heringa

Team: T. Murtha, Erik Pedersen

Description and Products: The 2008 northeastern Illinois Regional Greenways and Trail Plan will consist of update and refinements to the 1997 regional greenways and trails map and accompanying text document. The greenways and trails map will be in brochure format with an executive summary on the reverse, inset maps of A, B, and C quality streams, the Grand Illinois Trail and the Northeastern Illinois Regional Water Trails Plan. The text document will include: objectives, actions, priority greenway and trail connections, other green- related maps and description, GIS analysis and discussion of the updated map, charts, and other relevant content.

4th Quarter Progress:

- Finalized digitizing of regional trails, linkages and connections
- Developed open space and greenway coverages: determined appropriate features and symbology to represent them.
- Merged the open space, greenways and trail coverages and created county maps for review
- Prioritization was started by comparing the 27 priority trails from 1992 Plan with new trail and greenway priorities as submitted by counties, plus IDNR priorities, and Burnham Plan Celebration trail and greenway recommendations for legacy projects.

1st Quarter Objectives:

- Complete the county review of draft maps
- Finalize prioritization and write up text for it

- Identify work schedule with NIU cartography lab to create a final map

Green Practices for Local Governments

Project Manager: Lori Heringa

Description: This project was developed and conducted after the beginning of 4th quarter. Products include a community survey, workshops, summary report, and interactive database. The survey asked which of 25 basic green practices they are interested in learning more about, and 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. A published survey report (nearly completed) will provide specific results. 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.

4th Quarter Progress:

- Created paper survey which included 25 green practices, collaborating with in-house and external experts and with the Greenest Region Compact of the Metropolitan Mayors Caucus.
- Created an on-line version of survey with new software
- Developed mailing list and mailed 640 surveys
- Received surveys (35 percent response rate representing over 45% of communities in the region) and processed
- Compiled results, entering paper responses into on-line survey software
- Created a report to be sent and emailed to constituents on survey results including communities they can contact for advice on specific practices.
- Identified topics to cover in workshops, and workshop format
- Met with MMC staff and forged a collaboration to conduct the workshops.
- Identified potential speakers for panels
- Assisted several communities by providing contact information for staff in other communities engaging in practices they wanted to know more about.

1st Quarter Objectives:

- Finalize report on survey, post on website and email the link of its location to mailing list
- Engage 3 speakers for workshop on climate change (requested by APA) and conduct workshop in September

Dissemination of Best Planning Practices and Local Plan Review

Project Manager: Ty Warner

Staff: Sef Okoth, Jon Hallas, Lori Heringa, Erin Aleman, Stephen Ostrander and individuals in External relations and Planning teams.

Description: Adopt a set of best practices for regional planning and assist in evaluating local plans.

Products: Assess local planning area effectiveness, Update “compendium of plans” to encourage currency of local planning efforts, establish comprehensive plan reviews to assist in regional policy, create an inventory of Model Ordinances & Ordinance Resource database, urban design resource capacity.

4th Quarter Progress:

- Work teams completed and initial program developed for 2009 Upper Midwest American Planning Association conference. Inaugural meeting with program committee held at CMAP.
- Provided support for APA-CMS for market demographics program held at CMAP.
- Leadership Workshop Centers Toolkit results were posted on CMAP page and disseminated with tool summaries and implementation methods.
- Provided plan review for Kane and Kendall County Land Resource Management Plan amendments.
- Reviewed and assessed Land Use Evolution and Impact Assessment Model developed for Will County with University of Illinois and IDNR representatives.

1st Quarter Objectives:

- Hold whole-committee team meeting at CMAP and release for conference activity. Design preliminary conference announcement and program solicitation materials.
- Continue participation in and assistance to the American Planning Association - Chicago Metro Section for program support and network development.

Funding and Community Fiscal Tool Guidance

Project Manager: Brian Rademacher

Team: Dave Morck, P. Reise

Products: Regional business park maps showing land availability, target industry reports, maps/diagrams and models showing impacts of economic development on transportation. Tool-kit linking economic development and transportation.

Description: Compile information on national programs, assisting communities as they seek grants and funding. Develop information on economic development tools and application, set up resource arm for communities to assist in finding funding resources including providing necessary technical information and census data.

Provides economic development professionals and the private sector with tools and

information to enable them to be more effective in their participation in the planning process

4th Quarter Progress:

Resource Directory:

- The database of funding opportunities has been updated and is current. A new version of the funding guide has been developed and is being prepared for publication on the website.
- Work continues on a working draft of the 'how to' process for applying for certain types of funding.

Outreach:

- Facilitated and successfully implemented the Public/Private Partnership seminar at the ComEd Commercial Center in Oak Brook. The seminar hosted four panelists that defined these partnerships and discussed best practices towards developing them locally and regionally to a crowd of over 100 planners, developers, and city managers.
- Work continues with McHenry County Economic Development Corporation. Developed a map of business parks in the county.

Economic Analysis:

- Completed a draft of preliminary findings for the cluster analysis.
- Have worked with staff involved in data collection and the Regional Indicators Project to deliver all information and data sources related to economic and community development.

1st Quarter Objectives:

Resource Directory:

- Develop two more funding guides that detail funding opportunities by grants, loans, and tax incentives.

Outreach:

- Work with steering committee to promote and facilitate the fourth seminar planned for September with the topic of Transit Oriented Development.
- Conduct impact analysis in Kane County, RTA, and Center for Neighborhood Technology and in other counties as needed.
- Meet with economic development director in Kendall County and to initiate new activities and projects.

Economic Analysis:

- Perform an industry analysis for each county in the region for the cluster analysis and present preliminary findings to the Economic and Community Development Committee.
- Provide on going assistance in the collection of indicators and data sources for

- the Data Warehousing project and the Regional Indicators Project as necessary.
- Prepare the first in a series of quarterly economic development reports

External Data Requests

Project Manager: Jon Hallas

Team: David Clark, Sandy Perpignani, Sef Okoth, Jack Pfingston, Lori Heringa

Product: Documentation of technical assistance requests to the agency. Documentation of responses to data and information requests from public and planning partners, including responses to census-related inquiries. Provide municipalities with information and research assistance in areas such as demographics, socioeconomics and best practice models. The program is designed to build the capacity of the region and enable communities to make informed development choices

Description: Provide data, information, and analysis reports as a courtesy service to regional planning and other interested partners. Respond to Census-related data requests and refer whenever possible to other sources. Prepare special summary statistics and data in support of requests related to CMAP's mission.

4th Quarter Progress:

- American Community Survey data expected to be released in 2008 was identified and general steps to be taken in processing the data were outlined.
- Responses to two FOIA requests were processed.
- Website content related to the Freedom of Information Act was finalized.
- Ninety-seven external requests for data/information were processed by fifteen staff members. An annual report summarizing requests was completed.

1st Quarter Objectives:

- Consider improvements processing external requests and suggest ways to involve more staff members in responding to requests.
- Consider ways to make the reporting process more efficient.
- Provide more detail for processing ACS data releases in preparation for the data releases in August and September.

WATERSHED AND ENVIRONMENT PLANS

Core Program Oversight: Don Kopec

CMAP coordinates community-based watershed planning initiatives that seek to conserve and/or remediate water quality and other natural resources. Watershed planning is increasingly being used to support other State programs that are designed to either promote resource stewardship or comply with federal and state environmental laws or both.

Water Supply Study

Project Manager: Tim Loftus

Team: J. Elam, S. Perpignani, A. Talbot, Y. Pineyro, H. Ahmed, D. Clark

Product & 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.

4th Quarter Progress:

Monthly RWSPG meetings were held in April (two meetings), May, and June. The *Regional Water Demand Scenarios for Northeastern Illinois: 2005-2050, Project Completion Report* was delivered to CMAP and the RWSPG in June. This new study reveals strong potential for serious consequences in the region absent any strategic effort to manage water demand and regional supplies of water. The discussion of water-use conservation measures was completed with the RWSPG deciding to adopt all fourteen measures, presented by CMAP staff, in the nascent regional plan. CMAP staff will now finish the work necessary to evaluate and rank the measures in addition to writing specific plan recommendation language. The subject of wastewater reuse was introduced as another measure the region can pursue more vigorously if ongoing research can demonstrate the efficacy of moving in that direction. Work continued with administration of two surveys: a water-utility survey and another mail questionnaire designed for the general public and for improving our understanding of public perception, behavior and level of understanding regarding water use. Interviews were completed and a candidate choice made regarding the Visiting Extension Outreach Associate, Water Resource Economist. This new three-year position jointly funded by CMAP, University of Illinois Extension, and the Illinois-Indiana Sea Grant College Program, is expected to commence in July 2008. The new hire will be housed at CMAP, administered by UIUC Extension, and managed by a five-member committee including two CMAP staff representatives. A working draft regional plan (report) outline was also discussed and refined for the finished product that is due July 1, 2009.

1st Quarter FY 2009 Objectives:

The third year of funding for state and regional water supply planning was among the governor's vetoes that totaled 1.4 billion dollars. CMAP was expecting a final-year allotment of \$390,000 to complete the current phase of planning. Loss of funding has necessitated a reworking of the FY '09 work plan. In the meantime, CMAP staff will prepare plan recommendation language for the adopted water conservation measures.

Discussion topics during the July and September RWSPG meetings include: graywater reuse, new water supplies, stormwater management, conservation design, drought preparedness, and survey research results. On that last work item, work will continue towards analyzing water-utility survey data, and administering/analyzing the general public survey/data. The water –use conservation chapter of the nascent plan will also be written and submitted for review by the RWSPG in September.

Water Quality Review – Facilities Planning Area (FPA) Process

Project Manager: Dawn Thompson

Team: B. King, J. Krell

Products: To provide recommendations to the IEPA of support or non-support for proposed amendments to the Illinois Area wide Water Quality Management Plan. Products also include: quarterly progress reports on area-wide water quality activities; an annual water quality activities report; updates to the Designated Management Agency tabular file; and annual updates to FPA boundary maps.

Description: An FPA is defined as "a centralized sewer service area to be considered for possible wastewater treatment facilities within a 20-year planning horizon." CMAP is the designated water-quality management agency for the seven-county region, with responsibility for reviewing wastewater permits, facility plans, and boundary amendments to ensure consistency with the Illinois Water Quality Management Plan. CMAP's Wastewater Committee conducts reviews of requested amendments to the Plan and makes recommendations to the Illinois EPA, which maintains decision-making authority for amendments to the plan.

4th Quarter Progress:

During the fourth quarter, Staff completed the following:

- Prepared meeting agendas, minutes, maps, signoff letters, additional needs letters, public notices, newspaper notices, and public hearing documents for FPA amendment applications. The documents were prepared for the IEPA, the Wastewater Committee, and FPA amendment applicants. Staff also completed amendment reviews for several amendment applications including: the Village of Spring Grove; the Village of Itasca, the Forest Preserve District of Cook County; the Villages of Big Rock; the Village of Pingree Grove, and the City of Marengo.
- FPA boundary maps were prepared for CMAP's External Relations and Technical Assistance Groups for a legislative meet and greet meeting in Springfield, Illinois.
- A quarterly progress report was developed for the IEPA and the Wastewater Committee outlining actions of the Wastewater Committee. An FPA status report document was also prepared for use by the Deputy Director to ensure that CMAP management staff is aware of all upcoming amendment applications.

- Fulfilled a Freedom of Information Act regarding McCullom Lake in McHenry County.
- Completed FPA boundary map updates per IEPA's contractual requirements. Staff has begun the process of placing FPA boundary maps on CMAP's website for use by the public. Staff also developed a revised workflow for real-time FPA map updates for FY 09.
- Presented recent Wastewater Committee actions to CMAP's Environment and Natural Resources Committee. Staff also briefed the Committee on the FPA process.
- Staff completed the draft Wastewater Strategy paper for the 2040 Comprehensive Plan. The paper includes maps, graphics, data charts, and an assessment of wastewater planning in Northeastern Illinois.
- Staff is in the process of updating the Wastewater Committee webpage. The new webpage will be user friendly, include links to various documents including the Areawide Water Quality Management Plan, FPA maps, etc.
- Staff contacted and met with the USEPA to obtain a federal perspective on CMAP's role as the Areawide Planning Agency. The USEPA outlined steps that the agency could take to update the region's Areawide Water Quality Management Plans.
- Staff met with CMAP's Technical Assistance and External Relations groups to provide technical information on the subject of wastewater planning. The meeting was held to determine whether additional information on wastewater planning might be needed for Campton Township's future community wide planning issues identification workshop.
- Staff met with the Village of Sandwich (Mayor, Engineer & State Legislator) regarding the FPA process. Staff outlined the current process and outlined steps that the applicant should take to revise its FPA amendment application. Staff also conducted a pre-application meeting with the Village of Pingree Grove.

1st Quarter Objectives:

- Conduct consistency reviews for upcoming FPA amendment applications. This includes preparation of the review, preparing letters for the applicant outlining additional items that are needed to complete CMAP's review, and initiating contact with the public and applicants concerning issues at hand.
- Prepare Public Notices for Level I, II, and III FPA amendment applications.
- Prepare an agenda, minutes, maps, and any additional documentation needed for the Wastewater Meeting.
- Create custom GIS maps outlining FPA boundaries for members of the general public and members of the Wastewater Committee.
- Update the Wastewater Committee webpage.

Volunteer Lake Monitoring Program (VLMP)

Project Manager: Holly Hudson

Product: Technical assistance, training, lake maps, fact sheets and data management.

Description: Coordinate Illinois EPA's VLMP for the seven-county region, including over 120 volunteers at more than 80 lakes.

4th Quarter Progress:

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

- contacted several 2007 volunteers regarding missing or unclear Secchi data and resolved remaining questions, including a significant amount of time spent resolving questions regarding the City of Country Club Hills lakes' data;
- mailed copies of corrected 2007 Secchi forms to the Statewide Coordinator;
- revised the 2007 Secchi means spreadsheet with all available data and provided it to the Statewide Coordinator at Illinois EPA;
- met with the VLMP DVD producer on April 7 to discuss CMAP's and Illinois EPA's comments on the draft DVD and to capture images needed for the Training Manual;
- prepared a transmittal letter and gathered and mailed VLMP information to a potential new volunteer in Will County;
- worked with the volunteer monitors at Goose Lake to make corrections to their 2006 Secchi data, then submitted an updated 2006 Secchi means spreadsheet to CMAP's graphic designer so he could prepare a chart for the Water Quality Activities report;
- spent a significant amount of time in April on preparations for the 2008 VLMP season: determined Tier 2 and 3 water quality participants, updated the volunteer participants address spreadsheet, determined supplies needed, reserved group water quality training sites, e-mailed or called all water quality volunteers regarding group training site choices and requested RSVPs, began revisions to the water quality section of the Training Manual, prepared a start-of-season transmittal letter, prepared address labels, and mailed Secchi forms, postage-paid return envelopes (marked with green hi-liter), and a "Personal Record of Observations" form to all continuing volunteers;
- attended the Chicago Wilderness Aquatic Task Force Volunteer Monitoring Working Group meeting on April 8 at the USACE Chicago District office (other attendees included representatives from the U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, Hoosier Riverwatch (Indiana DNR), Chicago Wilderness, Fox River Watershed Monitoring Network, and a private citizen);
- attended and served as A/V coordinator at the Enhancing the States' Lake Management Programs conference (theme: Building Partnerships for Improved Fisheries and Lake Water Quality), held April 29 -- May 2, 2008, in Chicago;
- attended and helped conduct the VLMP Coordinators training session in Springfield on May 5 (other attendees included staff from Illinois EPA-Lakes Unit, Greater Egypt Regional Planning and Development Commission, and

- Springfield City, Water, Light & Power);
- received this year's supply of sampling bottles, lab sheets, and other VLMP supplies from the Statewide VLMP Coordinator while in Springfield on May 5;
 - spent a significant amount of time in May preparing for and conducting Secchi and water quality training: prepared a revised water quality section of the Training Manual and made 60 copies for the Statewide Coordinator and 20 copies for the Southern Coordinator for their respective water quality volunteers, prepared for and conducted four Tier 2/Tier 3 group water quality training sessions, met individually with four Tier 2 volunteers for their review sessions, conducted on-lake training for one new Tier 2 and six new Tier 3 water quality volunteers, picked up water quality kits from two volunteers, picked up Secchi disks from two "retiring" volunteers, and trained five new Tier 1 Secchi volunteers;
 - prepared for and conducted Secchi and water quality training in June that had to be rescheduled from May: six new Secchi volunteers were trained representing ten lakes, one new water quality volunteer was trained at one lake, and a continuing water quality volunteer was instructed in the use of a dissolved oxygen/temperature meter as well as refreshed in chlorophyll sampling technique;
 - collected and identified an invasive plant (Japanese knotweed) along a volunteer's shoreline and provided management information to that volunteer;
 - spoke with three potentially new volunteer monitors in June and placed them on the 2009 VLMP waiting list for training next spring, with the possibility that the NE VLMP Coordinator's field schedule may allow training at some point during July 2008;
 - reviewed and approved CMAP's seventh, eighth, and ninth invoices to Illinois EPA prepared by CMAP's Accounting group;
 - finished an FY09 project budget; and
 - conducted CMAP monthly and quarterly and Illinois EPA quarterly reporting requirements.

1st Quarter Objectives:

Finish revising the Training Manual, work with the VLMP DVD producer toward completing the DVD, submit a 4th quarter FY08 project report to Illinois EPA, meet with and train/retrain the group of volunteer monitors at Third Lake, and review Secchi monitoring forms received to date for the 2008 season.

Watershed Plan Upgrades

Project Manager: Tim Loftus

Team: H. Ahmed

Product: Six watershed plans

Description: The watershed plans will achieve USEPA/IEPA compliance as they address numerous causes and sources of water quality impairment throughout the region. Funding is from a Section 319 Grant of the Clean Water Act and distributed through the IEPA Bureau of Water.

4th Quarter Progress:

A final report was submitted to and approved by IEPA along with final-draft copies of each of the six watershed plans not previously completed.

1st Quarter Objectives:

None. The project is finished.

Kishwaukee River Basin Planning

Project Manager: Tim Loftus

Team: J. Elam, K. Heery

Product: Three watershed plans.

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 Basin-wide Management Advisory Group (B-MAG) framework. These plans will be the first to be considered for incorporation into areawide water quality management plans.

4th Quarter Progress:

Work continued on developing three draft watershed plans. There were no stakeholder meetings held as CMAP staff prepared draft plans for review during the next quarter. The Financial Assistance Agreement with IEPA was amended to extend the project completion date 60 days to September 30, 2008. The budget was also modified to shift money from staff time to the water resource consultant that CMAP is working with on this project.

1st Quarter Objectives:

Objectives for the next three months include (1) gaining input from stakeholders on draft plans, (2) editing the watershed plans as necessary to create final draft plans, (3) begin a special report for IEPA as per the FAA, and (4) arrange to present the plan recommendations to city/village councils (most likely during the 2nd quarter) as a prelude to asking for their endorsement.

Fox River Watershed Planning, Restoration, and Protection (Ph 2)

Project Manager: Holly Hudson

Product: Each subgrantee is responsible for design plans and specifications, permits and

landowner agreements, signage, photographic documentation, operation and maintenance plans, progress and final reports. CMAP provides technical review, administrative assistance, project evaluation, progress and final reports.

Description: Serving as the central lead agency, CMAP shall direct and review the individual nonpoint source pollution control projects under this Illinois EPA Agreement (FAA #3190414) for consistency with the goals of the Integrated Management Plan for the Fox River Watershed and the Illinois Nonpoint Source Management Program report. CMAP shall provide financial and technical assistance to Kane County Department of Environmental Management, St. Charles Park District, City of St. Charles, Elgin Chapter Izaak Walton League Home Corporation, Friends of Lake Antioch Association, Prestbury Citizens' Association, Village of Lake in the Hills, Lake County Forest Preserve District, and other project participants during design and implementation of the various best management practices (BMPs) proposed under this Agreement for nonpoint source pollution control.

4th Quarter Progress:

During this quarter, CMAP staff prepared and submitted the final invoice and project report to Illinois EPA, which were both approved.

1st Quarter Objectives:

Project is complete except for printing copies of the final report for Illinois EPA and the subgrantees.

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

Project Manager: Holly Hudson

Product: Each subgrantee is responsible for design plans and specifications, permits and landowner agreements, signage, photographic documentation, operation and maintenance plans, progress and final reports. CMAP provides technical review, administrative assistance, project evaluation, progress and final reports.

Description: Serving as the central lead agency, CMAP shall direct and review the individual nonpoint source pollution control projects under this Illinois EPA Agreement (FAA #3190604) for consistency with the goals of the Integrated Management Plan for the Fox River Watershed (where applicable), the Watershed Restoration Action Strategy for the Upper Des Plaines River (where applicable), and the Illinois Nonpoint Source Management Program report. CMAP shall provide financial and technical assistance to Kane County (Dixie Briggs Fromm Stream Corridor Restoration Project), Geneva Park District (White's Creek Stabilization Project), City of Aurora (Green Infrastructure Implementation Project), Village of Wheeling (Buffalo Creek Streambank Stabilization Project), and other project participants during design and implementation of the various best management

practices (BMPs) proposed under this Agreement for nonpoint source pollution control.

4th Quarter Progress:

During this quarter, CMAP staff:

- finished review of the Geneva Park District's draft educational sign designs for the White's Creek Stabilization Project, met with the District's interpretive staff on May 8 to discuss comments and questions, received revised draft sign designs on June 26; and requested additional required information (proposed installation locations, sign dimensions) from the District to accompany the sign designs;
- revised and provided a final report outline to the Geneva Park District and their engineering consultant (Watershed Resource Consultants);
- received the Geneva Park District's draft White's Creek Stabilization Project operation and management plan on June 26;
- coordinated a July 3 meeting date with the Geneva Park District and their engineering consultant (Watershed Resource Consultants) to conduct a post-construction site visit of the White's Creek Stabilization Project;
- attended the Dixie Briggs Fromm Stream Corridor Stabilization Project post-construction site visit on June 25 with Kane County, their engineering design consultant (Living Waters Consultants), and CMAP's consulting engineer (Hey and Associates), and took several digital photos for project documentation;
- spoke with the Village of Wheeling's engineering design consultant for the Buffalo Creek Streambank Stabilization Project (Christopher B. Burke Engineering) regarding the status of receiving revised plans subsequent to our comments submitted last quarter, the status of U.S. Army Corps of Engineers (USACE) permitting, and the potential timeframe for construction bid letting and groundbreaking;
- contacted USACE to see if we could help facilitate the permitting process;
- attended a meeting on April 1 at Shaw Environmental & Infrastructure in St. Charles to continue to discuss the River's Edge Park design guidelines that are part of the City of Aurora's Green Infrastructure Implementation Project's draft *Rooftops to Rivers Implementation Plan*, and to discuss better coordination between the various project partners (also in attendance were Christopher B. Burke Engineering and Hey and Associates staff);
- attended a meeting on April 29 at Shaw Environmental & Infrastructure in their Chicago office to discuss financing tools and strategies for the City of Aurora's *Rooftop to Rivers Implementation Plan* (also attended by U.S. EPA, Metropolitan Mayors Caucus, and others);
- prepared an agenda and coordinated a July 3 date to meet with City of Aurora staff, including their new Green Infrastructure Implementation project manager, to review project components and discuss expectations, roles, and timelines;
- prepared for and attended an April 21 meeting at the Kane County Forest Preserve District office organized by IDOT and also attended by their

engineering consultant Christopher B. Burke Engineering, Kane County Forest Preserve District, Kane County Department of Environmental Management, and Illinois EPA to discuss a proposed interchange ramp project that will impact the Lake Run project site (a project under FAA #3190414); IDOT will be submitting a draft of the design for review;

- worked with the Prestbury Citizen's Association to determine if the installation of a boat dock would impact their shoreline stabilization project (a project under FAA #3190414); it was determined that the dock would be installed outside of the project limits and thus should not impact the project if properly installed;
- reviewed invoices and supporting documentation submitted by Kane County for the Dixie Briggs Fromm Stream Corridor Restoration Project, provided comments to the project manager, and approved their revised invoice for processing;
- 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;
- completed an FY09 project budget; and
- conducted CMAP monthly and quarterly and Illinois EPA quarterly reporting requirements.

1st Quarter Objectives:

Conduct a post-construction site visit at the Geneva Park District's White's Creek Stabilization Project on July 3. Meet with City of Aurora staff on July 3 to overview project status and grant expectations. E-mail a reminder to all subgrantees to submit their quarterly reports. Receive requested supporting information from the Geneva Park District to accompany their educational sign designs and forward all to the Illinois EPA, along with our comments, for their review and input. Review the Geneva Park District's operations and maintenance plan for their White's Creek Stabilization Project, and forward the plan and our comments to Illinois EPA for their review and input. Receive copies of the revised/final plan set, specifications, BMP Application form, and Estimating Pollutant Load Reductions worksheet for the Village of Wheeling's Buffalo Creek Streambank Stabilization Project.

Long Lake Shoreline Stabilization

Project Manager: Holly Hudson

Product: The subgrantee is responsible for design plans and specifications, permits and landowner agreements, signage, photographic documentation, operation and maintenance plan, progress and final reports. CMAP provides technical review, administrative assistance, project evaluation, progress and final reports.

Description: Serving as the central lead agency, CMAP shall direct and review the nonpoint source pollution control project under this Agreement (FAA #3190222) for consistency with the goals of the Integrated Management Plan for the Fox River Watershed and the Illinois Nonpoint Source Management Program report. CMAP shall provide financial and technical assistance to the Round Lake Area Park District during design and implementation of the various best management practices (BMPs) proposed under this Agreement for nonpoint source pollution control.

4th Quarter Progress:

During this quarter, CMAP staff received approval of the draft final report from Illinois EPA and revised the report per Illinois EPA's comments.

1st Quarter Objectives:

Project is complete except for printing copies of the final report for Illinois EPA and the subgrantee.

Maple Lake Phase 2 Clean Lakes Program

Project Manager: Holly Hudson

Product: Water quality monitoring data, aquatic macrophyte surveys, progress and final reports.

Description: Serve as technical advisor to the Forest Preserve District of Cook County for an Illinois Clean Lakes Program rehabilitation and protection project at Maple Lake, located in the District's Palos Preserves in southern Cook County.

4th Quarter Progress:

CMAP continued to serve as technical advisor to the Forest Preserve District of Cook County (District) for an Illinois Clean Lakes Program Phase 2 rehabilitation and protection implementation project at Maple Lake. During April, staff was informed by the District's Maple Lake Phase 2 Project manager that their legal department determined that CMAP's Intergovernmental Agreement Amendment request must be presented to the District's Board of Commissioners for approval. Their legal department asked for proof that CMAP was indeed taking on all of NIPC's liabilities and commitments. Staff thus worked through CMAP's Human Resources manager to get a copy of CMAP's certificate of insurance to meet the specifications of the IGA. Staff then prepared a formal IGA request letter and a revised project schedule, and mailed them with a copy of the certificate of insurance to the District's Assistant Chief Attorney, with copies to the District's project manager. Staff attended the May 6 Board meeting in case there were any questions regarding the IGA, which was unanimously approved by the Board. The IGA Amendment form was received via e-mail attachment from the District on June 20. Following clarification on how many signed originals the District needed, staff printed out four and gave them to CMAP's Grants and Contracts Officer on June 27

for obtaining Randy Blankenhorn's signature and an attesting signature. Staff received the CMAP-signed originals back on June 30, wrote a transmittal letter, and mailed all four originals to the District's Assistant Chief Attorney for District signatures.

Additionally during this quarter, staff prepared an FY09 budget, conducted CMAP monthly and quarterly reporting requirements, prepared and submitted progress reports to the District with copies to Illinois EPA, and on May 21 recorded Secchi transparency and a D.O./temperature profile at Site 1 and collected GPS coordinates of the outer extent of the curlyleaf pondweed beds at Maple Lake with the assistance of the District's fisheries biologists.

1st Quarter Objectives:

Receive a fully executed IGA Amendment from the District, schedule a meeting with District staff to review project status and outline next steps, and discuss with Illinois EPA-Des Plaines their sediment sample collection plan scheduled for August 12.

Lake Biodiversity Protection Plan Development Pilot Project

Project Manager: Holly Hudson

Project Team: P. Dubernat

Product: Lake biodiversity database, lake management questionnaire/survey, two lake-specific biodiversity protection and recovery plans, summary project report.

Description: This project will complete two lake-specific biodiversity protection and recovery plans, targeting one "exceptional" and either an "important" or "restorable" lake. Lake County is the pilot project area. CMAP and project partner Lake County Health Department – Lakes Management Unit (LCHD-LMU) will identify, gather, update, and centralize existing lake data from various sources; develop a database; and work with local stakeholders to develop the plans.

4th Quarter Progress:

Penny Dubernat conducted some work on the Lake Biodiversity Database. She e-mailed Holly Hudson a list of lakes on June 24 for which she needed origin information. Holly forwarded this request on June 27 to project partner Lake County Health Department-Lakes Management Unit (LCHD-LMU) and left a follow-up voice mail message on June 30. Also during this quarter, staff finished preparing an FY09 project budget and conducted CMAP monthly and quarterly reporting requirements.

1st Quarter Objectives:

Finalize the Lake Biodiversity Database, run the initial queries, and work with LCHD-LMU to make any refinements to the query parameters. LCHD-LMU should then update the Database with more recent data they have collected, run the queries again, and finalize the lists of "exceptional," "important," "restorable," and "other" lakes in

consultation with CMAP staff. LCHD-LMU would then mail the Lake Biodiversity questionnaire to the lake managers/owners at the “exceptional,” “important,” and “restorable” lakes within the county. Identification of potential lake groups to work with could then begin.

Jackson Creek Watershed Plan

Project Manager: Jesse Elam

Team: A. Talbot, H. Ahmed

Products: Watershed resource inventory, executive summary, full plan, full color poster documenting existing conditions and plan recommendations.

Description: Develop watershed based plan for Jackson Creek.

4th Quarter Progress:

A stakeholder meeting was held in May. At this meeting loading from point and nonpoint sources was reviewed and finalized. The results of a study, carried out by A. Talbot to locate drain tile outlets and the areas likely drained were also presented. Work to identify environmental corridors continued, with further progress made on determining how to include wellhead protection and recharge area protection in the environmental corridor framework.

1st Quarter Objectives:

Complete watershed resource inventory and present to Will County Stormwater Committee at its August meeting. Complete strategic stream survey and develop stream corridor improvement recommendations utilizing consultant and potentially meet with engineering and public works staff from one or two of the major municipalities in the watershed to identify urban retrofit projects, again utilizing consultant assistance.

IIT Water Re-Use Opportunities

Project Manager: Jesse Elam

Team: T. Loftus, D. Clark

Product & 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 (WW) treatment and industrial end users. The main role for 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 communication with representatives of wastewater agencies and potential users. CMAP will also collaborate with the PI to hold at least two workshops with wastewater plant personnel and potential users.

4th Quarter Progress:

The principal investigator and CMAP staff developed a draft workshop agenda and began lining up speakers. The audience for the workshops was shifted to include, at one, golf course superintendents and park district personnel, and at the other representatives from the commercial and industrial sector. These workshops were going to be scheduled in late August, but it was suggested that it would be difficult to attract the golf course industry during a high-demand season; the workshops are therefore being rescheduled to mid-/late-October. As part of the overall water supply planning process, in the 4th quarter D. Clark and J. Elam also completed the first phase of a market analysis for reclaimed water, focusing on landscape irrigation, and presented the results to the RWSPG at its June 2008 meeting. These results will also be presented to workshop attendees.

1st Quarter Objectives:

The workshops should be set up during the 1st quarter of FY09.

ENVIRONMENTAL INITIATIVES

Core Program Oversight: Don Kopec

Addresses the multitude of issues our region faces in protecting and enhancing our natural resources. This includes increased emphasis of the environmental impacts of transportation planning decisions as well as more robust analysis of environmental issues.

Project Review

Project Manager: Dawn Thompson

Team: B. King, J. Krell

Products: Monthly Project Notification Document

Description: As a service to local governments, the Chicago Metropolitan Agency for Planning (CMAP) issues this monthly project notification to apprise state legislators, local governmental officials, and other interested parties of applications for federal and state grants that may have an impact on their communities. The notification summarizes project descriptions submitted to CMAP. This project notification process affords local governments and others an opportunity to identify and address conflicts, duplications or weaknesses in a proposed project. The purpose is to promote the effective use of federal and state grants to further local and regional objectives.

4th Quarter Progress:

Staff developed a monthly Project Notification document for each month of the last quarter. During the past quarter, the document was placed on the CMAP website and distributed to various public agencies including Mayors and Presidents, Park Districts, Legislators, and transportation organizations via email. The documents included a detailed description of both transportation and non-transportation projects that were submitted to CMAP for review.

Staff responded to requests for information regarding specific Standard 424 Forms.

Staff developed a process that will streamline the current notification process. Transportation related projects will be flagged and included in the TIP database. It is hoped that the proposed workflow will eliminate the need for a Project Notification document outlining transportation related projects.

1st Quarter Objectives:

The Project Notification will continue to be placed on the website and distributed to local units of government.

Staff will fine-tune the proposed process to streamline the current notification process.

Comprehensive Plan.

Lake Michigan Watershed Academy

Products and Description: The Lake Michigan Academy model invites regional planning organizations to share their work and receive training on watershed issues so that they can conduct outreach to their constituents. CMAP will convene a conference, aimed at regional planning organizations around Lake Michigan but open to others as well, to deliver additional training and to consolidate the experience staff have had in working with their constituents on Lake Michigan issues over the past few years. Regional planning organizations will conduct implementation projects in their subwatersheds using techniques learned through the training.

4th Quarter Progress:

Held conference call meetings with the project partners at the regional planning organizations (RPO's) for conference planning. Drafted the conference agenda. Prepared conference marketing materials primarily for e-mail dissemination of conference notices. Prepared web page with conference details. Disseminated by e-mail the conference notification to the RPO's to send out to local governments, watershed groups, not for profits, and all implementation and policy makers in the watershed. Engaged booth exhibitors for resource information dissemination at the conference and also obtained sponsorships for the evening mixer to be held at the venue on Wednesday.

Held 3 day conference in Hammond on the 20-22nd of May. Prepared two powerpoint presentations for the conference, one on the history and accomplishments of the Academy and one on the Stearns Road Project. Prepared conference packets and handout materials including a booklet on speaker biographies and abstracts and a conference attendee list. LMWA conference agenda finalized and printed conference materials including the attendee list and the conference packet with a booklet on speaker bios and abstracts and an attendee list. Worked with the RPO's as they prepared their scopes of service for their sub-award contracts. Reviewed drafts of scopes and provided comments for final scoping. Worked with Margaret McGrath to go over the subaward agreement status for consistency with USEPA grant.

1st Quarter Objectives:

Prepare and submit letter to USEPA for additional funds to the existing grant for the other two RPO's that submitted. Get six subaward contracts signed. Write quarterly report.

