



Staff Progress Report

Fiscal Year 2016
Quarter Three



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LOCAL PLANNING PROGRAM

Program Oversight: Bob Dean

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

Local Technical Assistance (LTA) Program

Project Manager: Bob Dean, Jason Navota

Team: Entire Local Planning staff, also Dryla-Gaca, Pedersen, Prasse

Description: The Local Technical Assistance (LTA) program involves working directly with a community or group of communities on a product that is customized for their use. These projects have a specific audience and are geographically limited. New projects are added to the LTA program each October. This work plan item includes several components: program administration; project management; outreach and engagement; and data analysis.

Program administration includes overall administration and tracking of progress of the LTA program, including monthly reports on project progress and quarterly reviews of staff time expectations and contract expenditures. It also includes the annual LTA call for projects and project selection, with close coordination with the Regional Transportation Authority and other stakeholders and partners. Following project selection and subsequent CMAP board approval, many LTA projects require further scoping to determine the most appropriate CMAP role. Before startup, LTA projects include meetings with project sponsors and key local stakeholders, research on relevant past activities in each community, and preparation of a proposed scope of work. Internal and external coordination of the program, including alignment with policy and programming priorities, is also part of program administration.

Project management is conducted by a project manager who is responsible for the timely completion of the project. Project managers are responsible for conducting a large portion of the work required on their projects, as well as identifying needs for additional project support, outreach assistance, and partner coordination. Project management involves preparation and review of interim and final materials, including maintaining a high standard of quality for all documents produced.

Outreach and engagement through an inclusive public engagement processes is part of each LTA project undertaken. This component includes the development and implementation of a public engagement process as part of each project, as well as media and legislative outreach during and after each LTA project.



Data analysis is also a significant part of LTA projects, requiring customized data preparation, analysis, and mapping support to LTA project managers. Data and analysis staff are assigned to projects several months before they are initiated based on availability and needed skills. A set of guidelines for preparing standardized LTA data and mapping products ensures uniform quality control and streamlines preparation of data and map products. New analytical methods and approaches will be used as they are developed; an example is incorporation of stormwater and resilience into comprehensive plans.

The projects that were currently underway or committed (and the project manager for each) at the start of the first quarter of FY16 are listed below, divided between staff-led and consultant-led projects.

Staff-led projects:

- Algonquin-Carpentersville river corridor study (Daly)
- Arlington Heights bicycle and pedestrian plan (O'Neal)
- Aurora downtown plan (Bayley)
- Bensenville zoning ordinance update (Seid)
- Berwyn parking study (Bayley)
- Berwyn zoning ordinance update (Ihnchak)
- Blue Island capital improvement plan (Zwiebach)
- Boone Creek watershed plan (Hudson)
- Calumet Park planning priorities report (Shenbaga)
- Carol Stream comprehensive plan (Dick)
- Crystal Lake transportation plan (Beck)
- Elmwood Park zoning ordinance analysis (Day)
- Endeleo Institute (Chicago) planning priorities report (Smith)
- Fox Lake planning priorities report (Pfungston)
- Franklin Park comprehensive plan (Carlisle)
- Harvard comprehensive plan (Beck)
- Kendall County industrial market study (Dick)
- Lake County/Round Lake Homes for a Changing Region study (Ostrander)
- McHenry County Comprehensive Economic Development Strategy (Burch)
- North Chicago comprehensive plan (Seid)
- Northwest Chicago neighborhood plan (TBD)
- Oswego-Montgomery-Yorkville shared services study (Yeung)
- Park Forest zoning ordinance update (Ihnchak)
- Pilsen-Little Village (Chicago) neighborhood plan (Zwiebach)
- Richton Park capital improvement plan (Daly)
- South Elgin zoning ordinance update (Day)
- South Holland comprehensive plan (Ostrander)
- SSMMA complete streets plan (O'Neal)
- Steger planning priorities report (Burch)



- Will County Preston Heights neighborhood plan (Dick)
- Winthrop Harbor comprehensive plan (Shenbaga)

Consultant-led projects

- Barrington area bicycle and pedestrian plan (Pfingston)
- Brookfield comprehensive plan (Pfingston)
- Campton Hills zoning ordinance update (Ihnchak)
- Chicago Neighborhoods 2015 plan (Yeung)
- Cicero comprehensive plan (Burch)
- Crete comprehensive plan (Pfingston)
- DuPage County Elgin-O'Hare bicycle and pedestrian plan (O'Neal)
- DuPage County/Hanover Park Homes for a Changing Region study (Williams-Clark)
- Franklin Park subregional truck route plan (Gershman)
- Governors State University transportation and green infrastructure plan (Hudson)
- Huntley zoning ordinance update (Day)
- Joliet corridor study (Ostrander)
- Lake County IL 53/120 corridor plan (Navota)
- Pullman (Chicago) transportation access plan (Bayley)
- Pingree Grove comprehensive plan (Dick)
- Regional truck permitting plan (Gershman)
- Richton Park zoning ordinance update (Seid)
- Roselle comprehensive plan (Olson)
- Villa Park zoning ordinance update (Day)
- Westchester zoning ordinance (Ihnchak)
- West Pullman (Chicago) corridor plan (Zwiebach)
- Zion comprehensive plan (Beck)

Products and Key Dates: Monthly reports on progress of on-going and upcoming projects (on-going). The number of projects at various stages (initiated; 50% complete; 90% complete; 100% complete) will be tracked and reported quarterly.

3rd Quarter Progress:

- Continued to advance projects, with preparation of 6 existing conditions reports (bringing the total to 159), two draft plans (bringing the total to 139), and nine final plans (bringing the total to 128).
- Initiated five additional projects. A total of 170 projects had reached this stage by the end of the quarter, including 119 staff-led projects and 51 consultant-led projects.
- Contacted all contractors to inform them of the agency's financial situation and inability to pay contracts, as described further below.



- Following internal discussions regarding current budget situation, project backlog, and potential need for staff to take on consultant-led projects, decided not to pursue a new Call for Projects for LTA program in spring of 2016. Future call for projects timeframe TBD.
- Begin organization and development of Local Planning wiki pages.

4th Quarter Objectives:

- Advance on-going projects, with preparation of several existing conditions reports, development of six additional draft plans, and completion of six final plans.
- Initiate six projects, preparing other projects for kickoff throughout 2016.
- Continue to look for solutions to address repayment of contract expenditures, which have resulted in delays to unstarted and on-going projects.
- Plan and conduct Local Planning staff retreat to engage and gather input and ideas for program development.
- Finalize and activate Local Planning wiki pages.

Project stage	End FY 11	End FY 12	End FY 13	End FY 14	End FY 15	1Q FY 16	2Q FY 16	3Q FY 16
Completed and adopted (100% complete)	0	10	42	78	108	112	119	128
Final draft complete (90%)	0	18	48	93	117	128	137	139
Existing conditions complete (50%)	0	29	62	106	143	147	153	159
Fully initiated	14	47	95	129	159	161	165	170

Consultant Management, Evaluation, and Best Practices

Project Manager: Sam Shenbaga

Team: Bayley, Burch, Day, Gershman, Hudson, Ihnchak, O'Neal, Seid, Zwiebach

Description: Many projects within the LTA program are conducted by consulting firms and managed by CMAP staff. These are tracked within the LTA work plan item above, but also have separate requirements, including RFP development, consultant selection, and evaluation of consultant performance. The management of numerous projects by consulting firms also provides an opportunity to identify best practices in plan preparation, publicize them, and incorporate them into other projects in the LTA program to advance the state of planning practice across the region.

Products and Key Dates: Development of RFPs, selection of consultants, and contract management (on-going). Evaluation and communication of consultant performance (on-going).



Internally-focused report on best practices that can be incorporated into staff-led LTA projects (January).

3rd Quarter Progress:

- Communicated with consultants and communities on funding situation. Consultants will be determining what action to take on their on-going projects.
- Issued RFP for one project (Romeoville comprehensive plan). Delayed other RFP releases until funding solution is found.
- Reviewed and provided feedback on several consultant project deliverables.

4th Quarter Objectives:

- Select contractor for Romeoville comprehensive plan.
- Issue RFP for one project (Joliet corridor study), pending funding arrangements.
- New contracts to be put on hold until financial situation is resolved.

Project Implementation

Project Manager: Tony Manno

Team: Dean, Navota, Shenbaga, Carlisle, Daly, Day

Description: Following completion of LTA projects, CMAP remains involved for two years to track project implementation and assist in appropriate ways. Involvement includes discussing implementation progress with the project sponsor on a quarterly basis, identifying appropriate activities for CMAP (such as providing trainings, assisting with grant applications, or reaching out to partner organizations) in the upcoming quarter, and providing quarterly updates on progress through the Board report. This component will also explore innovative ways that the agency can support plan implementation, with specific attention to activities in the areas of transportation, reinvestment, the natural environment, and intergovernmental coordination. One specific implementation activity involves a series of training workshops for Planning Commissioners in communities that have recently completed LTA projects, coordinated with the American Planning Association Illinois Chapter (APA-IL), Council of Governments (COGs), and other relevant groups, with invitations to nearby communities as well.

Products and Key Dates: Advancement of specific local implementation activities (on-going). Preparation of implementation updates for Board report (quarterly). Eight Planning Commissioner workshops, held throughout year (approximately two per quarter).



3rd Quarter Progress:

- Chose 10 priority projects for initial focus:
 - Fox Lake Planning Priorities Report
 - Hanover Park Irving Park Road Corridor Study
 - Joliet Correctional Center Redevelopment Study
 - Kane County/Geneva Homes for a Changing Region
 - Lincolnwood Devon Avenue Corridor Study
 - Morton Grove Industrial Areas Plan
 - New Lenox Route 30 Corridor Plan
 - Oswego/Montgomery/Yorkville Shared Services Study
 - UIC Multimodal Transportation Plan
 - Westchester Comprehensive Plan
- Assembled and met with the new Implementation Team to discuss implementation approach and process. Team now regularly meets bi-weekly.
- Reached out and met with each community to re-engage, discuss needs and identify ways CMAP can provide implementation assistance.
- Implementation team chose specific action items for each community.

4th Quarter Objectives:

- Continue working with identified communities on specific tasks and report back to Implementation Team in a bi-weekly basis. As tasks are accomplished we will identify additional tasks for a community or new projects with implementation opportunities.
- LTA PMs will regularly attend bi-weekly implementation meetings to discuss newly-completed projects and potential implementation action items for the team to consider.
- Create a CMAP-led developer summit/forum event for specific communities: CMAP will use our developer contacts to compile a list of potential invitees and work with specific communities to plan a ½ day event to help communities highlight and showcase planning efforts and redevelopment opportunities.
- Work with ULI on a potential FY17 partnership that incorporates Developer Discussion Panels or Technical Assistance Panels (TAPs) into the LTA planning process.
- Begin to identify “implementation success stories” to promote via CMAP media strategies.



Research and Development of New Approaches

Project Manager: Agata Dryla-Gaca

Team: Beck, Burch, Evasic, Ihnchak, Navota, O'Neal, K. Smith, Zwiebach, Vernon, Yeung

Description: This project will explore the use of innovative analytical techniques as part of LTA projects, both as a way to strengthen individual projects and to test the use of different data sources and techniques which ultimately could be used for other purposes. Initial areas of exploration include but are not limited to stormwater management and community resilience to climate change, production of capital improvement plans, bicycle and pedestrian planning, and incorporation of economic development and market analysis into local plans.

This project will produce model planning approaches on topics of interest to local communities and planners, and are meant to inform CMAP's approach to these topics through the LTA program. These include toolkits, model ordinances, data tools, and similar products. Once models are produced, CMAP intends to work with several communities to pilot model approaches locally. While materials are produced with the expectation that they will be used primarily by CMAP staff, they will also be publicly accessible for the use of local governments.

Products and Key Dates: Completion of three white papers to inform staff on how best to address specific topics in local planning projects: topics may include economic development or market analysis, capital improvement plans, bicycle and pedestrian planning, and resilience (outlines due September, drafts due March, final white papers due June). Integration of new analytical methods into individual LTA projects (on-going).

3rd Quarter Progress:

Stormwater Management:

- Revised draft approach to local analysis with stormwater consultant.
- Tested refined approach for South Holland.
- Developed additional potential evaluation products.
- Updated list of collected datasets and process documentation.
- Reviewed approach with partners engaged in stormwater management work.
- Created draft outline for regional analysis.

Bikeways Prioritization:

- Tested the model with Des Plaines.
- Adjusted the model.
- Drafted document's outline.



4th Quarter Objectives:

Stormwater Management:

- Run refined approach for other pilot LTA communities (Berwyn, Blue Island).
- Share approach with Calumet Stormwater Collaborative and CMAP's Environmental and Natural Resources Working Committee.
- Summarize spatial analysis for internal stormwater strategy toolkit.
- Initiate regional stormwater analysis discussion and onboard stormwater engineer to assist.

Bikeways Prioritization:

- Test the model with other LTA community.
- Collect internal feedback.
- Start drafting the white paper.

Partner Coordination

Project Manager: Bob Dean

Team: Green, Lopez, Smith, Torres, Vallecillos, Communications staff, Legislative staff

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

Products and Key Dates: Identification of appropriate partner organizations and roles for each LTA project (on-going). Presentation of LTA projects to relevant CMAP working committees (on-going). Regular updates to transit agencies and other relevant stakeholders (monthly). Periodic meetings of the technical assistance providers group (quarterly).

3rd Quarter Progress:

- Continued to track partner involvement in on-going projects, and initiated monthly updates to partners list. Also sought new partner involvement as relevant.
- Held meeting of technical assistance providers group regarding new LTA projects and the long-range plan.



4th Quarter Objectives:

- Continue partner involvement in on-going projects, and also expand partner involvement in implementation approach.

External Resource Development and Management

Project Manager: Bob Dean

Team: Hudson, Navota, Olson, others as relevant to specific topics

Description: To cover a breadth of topics, CMAP will need to have access to funding resources beyond transportation sources. This project involves seeking external resources to support the LTA program and CMAP's work in general, either through competitive applications to public sector (most commonly federal or state) programs or philanthropic organizations, or through cultivation of relationships with potential funders. It also involves managing these grants, assuring that all grant requirements are met, providing periodic financial and program reports, and other activities.

Current grants which fund the LTA program in FY16 are from the Chicago Community Trust, Cook County Department of Planning and Development, Illinois Attorney General, Illinois Department of Natural Resources (IDNR), Illinois Environmental Protection Agency (IEPA), John D. and Catherine T. MacArthur Foundation, and U.S. Department of Commerce (Economic Development Administration).

Products and Key Dates: Monitoring and evaluation of federal and state grant opportunities (on-going). Periodic communication with philanthropic groups and other potential funders concerning the value of the LTA program (on-going). Applications submitted in response to funding opportunities (as needed). Quarterly, biannual, or annual reports to funders (on-going).

3rd Quarter Progress:

- Received NOAA grant, in partnership with APA, to address resilience. Also submitted NOAA grant for educational activities related to resilience.
- Investigated possibility of involvement in HUD's new fair housing regulations, which encourage a regional approach. Work on scoping a potential grant request in this area continues.

4th Quarter Objectives:

- Develop job description for management-level position to lead external fundraising and grantseeking efforts, and post the position once the financial situation allows.



- Prepare a strategy to increase external grantseeking across the agency.

Municipal Survey

Project Manager: Patrick Day

Team: Gable

Description: This project will conduct a biennial survey of municipalities across the region to understand the degree to which the region's local plans are up-to-date. Survey analysis will also be used to determine local government demand for new LTA project types as well as educational opportunities. The next survey will be conducted during spring-summer 2016, so only the initiation of the survey is included in the FY16 work plan.

Products and Key Dates: Initiation of municipal survey (April 2016).

3rd Quarter Progress:

- Presented to COM planning liaisons to introduce project and discuss past survey strategies; coordinated survey updates and announcements to municipal officials.
- Staff created survey content in collaboration with policy team and ON TO 2050 project managers, and worked with communications staff to finalize (electronic and physical formats).
- Staff coordinated successful distribution of survey questionnaires (electronic & physical) on April 1.

4th Quarter Objectives:

- Appear before COM Exec Committee to describe project and remind of survey deadline.
- Monitor survey response rate and coordinate reminders and follow-ups to ensure favorable return percentage.
- Perform analysis on responses received and develop reporting materials for internal and external review.

Water Resources Planning

Project Manager: Jason Navota

Team: Hudson, Thompson

Description: The Water Resources Planning program includes the agency's program in water resource planning and management, including activities not already included within the LTA program related to water quality, water supply, and wastewater. These activities are guided by



CMAP's role as the delegated authority for Areawide Water Quality Planning, GO TO 2040, and Water 2050. Other elements of water resource planning are incorporated elsewhere within the Local Planning program. Projects include providing general watershed organization assistance; development of a watershed plan for Boone and Dutch Creeks in eastern McHenry County; and lake management activities.

Products and Key Dates: The VLMP program has regular deadlines throughout each program year for reporting, data management, volunteer training, and technical assistance and outreach. The Boone-Dutch program includes quarterly stakeholder meetings, quarterly progress reports, and an executive summary and watershed plan document completed by December 31, 2015. A complete list of these and other water quality related activities are enumerated in the annual Water Quality Activities Report submitted to IEPA following the end of each calendar year.

3rd Quarter Progress:

- Staff initiated work to create a Lower Salt Creek watershed-based plan, which is being pursued in partnership with DuPage County Stormwater Management and the DuPage River Salt Creek Workgroup.
- Continued to follow and support efforts of the Fox River Ecosystem Partnership, Tyler Creek Watershed Coalition, Silver and Sleepy Hollow Creeks Watershed Coalition, Tower Lakes Drain Partnership, Jelkes Creek - Fox River Watershed Coalition, Blackberry and Ferson-Otter Creek Watershed stakeholders, Hickory Creek Watershed Planning Group, Buffalo Creek Clean Water Partnership, Thorn Creek Watershed stakeholders, and Chicago Wilderness.
- Updated the map depicting EPA-approved watershed-based plans and plans under development in the CMAP region?
- Participated in a McHenry County Watershed Roundtable and Fox River watershed annual meeting.
- Completed final elements of Boone-Dutch Creek Watershed-based Plan and submitted to IEPA for approval, which was granted.
- Continued to administer the Volunteer Lake Monitoring Program, including project administration, coordination and management; volunteer monitor support; data management for volunteer data forms; provision of technical assistance to lake volunteers as needed; and assessment of water quality data.
- Initiated work on LTA projects that have a water quality component: Fox River Corridor Plan in McHenry County, and Richton Park Stormwater Management Concept.

4th Quarter Objectives:

- Continue Lower Salt Creek watershed plan work.



- Continue to attend meetings and provide technical support to the following watershed organizations as resources allow: Fox River Ecosystem Partnership, Tyler Creek Watershed Coalition, Silver and Sleepy Hollow Creeks Watershed Coalition, Tower Lakes Drain Partnership, Jelkes Creek - Fox River Watershed Coalition, Blackberry and Ferson-Otter Creek Watershed stakeholders, Hickory Creek Watershed Planning Group, Buffalo Creek Clean Water Partnership, Thorn Creek Watershed stakeholders, and Chicago Wilderness. Staff will also stay abreast of activities of Des Plaines River Watershed Plan development that Lake Co. SMC is leading.
- Submit final printed copies of Boone-Dutch Creek Watershed-based Plan to IEPA.
- VLMP: Prepare materials for the 2016 monitoring season, mail Secchi Monitoring Forms to continuing volunteers, and schedule and conduct May training sessions; assist with planning, prepare display materials, and participate in a lake and watershed education event at Crystal Lake in June; begin to review Secchi Monitoring forms received from volunteers for the 2016 season; provide technical assistance to volunteers as requested.

Water Supply Planning

Water supply planning activities support Water 2050 implementation efforts through grant funding from the IDNR. Activities include providing support for implementation of the Northwest Water Planning Alliance (NWPAA) strategic plan; annual water-loss reporting; serving on a Technical Advisory Committee; and providing technical assistance to community planning and ordinance updates. Support for the users of Lake Michigan water will include water loss auditing and reporting assistance, data collection, and full cost accounting for water and service.

Products and Key Dates: Village of Campton Hills zoning ordinance (October 2015); Pingree Grove comprehensive plan (January 2016).

3rd Quarter Progress: The IDNR grant was suspended on March 16, 2015, and thus all water supply related work by CMAP has been indefinitely suspended as well. Staff continued to monitor but not participate in water supply planning activities of partner organizations, such as the NWPAA, MPC, and the Alliance for Water Efficiency.

4th Quarter Objectives: No work is anticipated for the second quarter due to lack of funding support.

Wastewater planning

Wastewater planning activities include review of wastewater Facility Planning Area (FPA) amendment applications that lead to a CMAP staff recommendation made to the IEPA regarding consistency of the request with the federally approved Illinois Water Quality Management Plan. FPA application review and recommendations are shared with the CMAP



Wastewater Committee who also makes a recommendation to IEPA. This work is funded by the IEPA.

Products and Key Dates: Reviews are conducted as needed.

3rd Quarter Progress:

- Participated in the Illinois Association of Wastewater Agency's Young Professional's Group and Education Committees and annual conference.
- Developed public notices and signoff letters for Level III National Pollution Discharge Elimination System Permits.

4th Quarter Objectives:

- In relation to the revised WQMP manual and application, revise the CMAP webpage, draft a policy update, and draft an announcement of release of the new manual and guidelines.
- Develop public notices for Level III NPDES notices.
- Develop materials including an agenda, review and minutes for any upcoming Wastewater Committee Meetings.

POLICY ANALYSIS AND DEVELOPMENT PROGRAM

Program Oversight: Tom Kotarac

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



AREA 1: Regional Mobility

Federal and State Transportation Policy Analysis

Project Manager: Alex Beata

Team: Hollander, Murdock

Description: The current federal transportation authorization, MAP-21, will expire in September 2014. Despite a number of positive reforms, MAP-21 has not addressed sustainable funding, the need for a robust, multimodal freight program, or a performance-based approach to investment decisions. The State of Illinois faces similar challenges, given declining state resources, episodic state bond programs, and unclear methodologies for project prioritization. This project will continue CMAP's leadership role on these key issues.

Products and Key Dates: On-going research on federal and state transportation finance issues via issue briefs and the Policy Updates blog (on-going).

3rd Quarter Progress:

- Monitored the implementation of the FAST Act, including coordination with stakeholders and reporting to various CMAP committees.
- Published Policy Updates on the [proposed railroad merger](#), [FHWA's final rule on safety performance management measures](#), proposed Governor's budget for FY17, and [rail-safety notice of proposed rulemaking](#).
- Participated in CAGTC activities.
- Participated in IDOT subcommittees for the development of the state's long-range transportation plan, including a freight component.
- Reviewed state legislation related to transportation funding.

4th Quarter Objectives:

- Continued monitoring and analysis of federal and state legislative and regulatory activity. Publish Policy Updates and issue briefs as needed; brief CMAP committees as needed.
- Continued outreach with stakeholders and participation in committees.



Major Capital Projects Implementation

Project Manager: Tom Kotarac

Team: Bozic, Dean, Elam, Schuh

Description: While the primary transportation emphasis of GO TO 2040 is to maintain and modernize, the plan contains a handful of fiscally constrained major capital projects that will maximize regional benefits of mobility and economic development. CMAP will deploy some resources, in coordination with state, regional, and local agencies and groups, to generate the data, information, policy analysis, and outreach to advance implementation of GO TO 2040's fiscally constrained priority projects. The implementation of congestion pricing will continue to be a major priority of this work.

Products and Key Dates: Bi-monthly internal meetings and project updates (on-going); other technical assistance and involvement with project planning (on-going).

3rd Quarter Progress:

- Helped develop CREATE projects for the DOT FASTLANE Grant opportunity (CMAP co-applicant).
- Supported I-55 Stevenson Express Toll Lanes Project at State Legislative Hearing, press conference, and letter to IDOT.
- MPO Policy Committee presentations on several major capital projects.
- [Route 53-120 Corridor Land Use Draft Document](#) released in October.
- Participated in meetings and briefings on [Chicago Union Station Master Plan](#).

4th Quarter Objectives:

- Develop FY 17 Major Capital Projects prioritization plan.

AREA 2: Freight Planning Policy

Freight Snapshot Update

Project Manager: Alex Beata

Team: Murtha, Schmidt, Frank

Description: This project will describe how freight moves through the region's transportation system. It will inventory existing facilities and provide high-level descriptive statistics on their recent and current use. Descriptive statistics could include the following: traffic volumes, miles



traveled, delay, reliability, safety, intermodal transfers, barge volumes, and air cargo volumes. This description will apply to all freight modes; highway statistics will, to the extent possible, be stratified across classes of jurisdictions and differentiate through trips from intraregional trips.

Products and Key Dates: Update of select data items within the Freight Snapshot (October 2015), memo summarizing non-highway statistics (November 2015), memo summarizing highway statistics (December 2015)

3rd Quarter Progress:

- Continued analysis of ATRI and NPMRDS trucking datasets in other areas of FY16 work plan.
- Memos on local truck routing regulations and grade crossings, presentations on freight deficiencies and land use issues.
- Convened Freight Committee in January and March to brief on progress to date.

4th Quarter Objectives:

- Continue analysis of trucking data sources, freight deficiencies, and freight land use issues.
- Hold joint Freight Committee-Economic Development Committee field trip in April, convene Freight Committee in May.

Freight Deficiency Analysis

Project Manager: Alex Beata

Team: Murtha, Murdock

Description: This project will combine and analyze the transportation and land use data to identify a general coverage of freight bottlenecks and other deficiencies in the region. It will identify congested locations, safety hot spots, inadequate infrastructure, and conflicts between modal systems. While the project will not identify specific capital improvements to solve these deficiencies, it will offer a menu of solutions.

Products and Key Dates: Inventory of select deficiencies (January 2016), analysis of highway-rail grade crossing delays (March 2016), analysis of air cargo and water cargo deficiencies (May 2016).

3rd Quarter Progress:

- Completed memo on the region's grade crossings and presented to Freight Committee.
- Presented draft analysis on trucking bottlenecks and freight highway deficiencies.



4th Quarter Objectives:

- Continue research exploring the causes of trucking bottlenecks in the region.
- Continue QAQC for freight highway deficiency analysis.

Local Freight Policy, Planning, and Land Use Analysis

Project Manager: Jacki Murdock

Team: Beata, Brown, Murtha, Schuh, Oo

Description: This project will provide an analysis of how communities regulate freight movement and land uses to better understand the range of local regulations and their impacts. Analysis will assess trends in freight related land use and development, as well as catalogue and assess the extent and impact of truck operational restrictions. This project will also provide material for the freight snapshot regarding the fiscal and policy related decisions driving freight supportive land use, infrastructure, and local truck regulations.

Products and Key Dates: Memo describing federal, state, and local regulatory context (November 2015); Memo summarizing truck operational issues (January 2016); Memo describing freight related development trends including an assessment of freight supportive and freight sensitive areas (April 2016); Memo summarizing survey results on the drivers of freight related land use and freight routing and delivery regulations, such as fiscal and quality of life factors (June 2016).

3rd Quarter Progress:

- Presented truck routing memo summarizing the truck regulatory context and routing analysis for the Freight Committee.
- Inventory and assess freight-related land uses to identify freight/land use conflicts and areas that should be preserved for freight.
- Presented initial freight land use findings to Freight Committee.

4th Quarter Objectives:

- Conduct further analysis on freight related land use to identify freight supportive areas in the region and highlight freight/land use conflicts.
- Present findings to Freight Committee.



AREA 3: Regional Economy

Regional Economic Analysis

Project Manager: Simone Weil

Staff: B. Peterson, Komp, Hughes

Description: CMAP collects and analyzes data on regional economic indicators to keep our partners and the general public aware of the region's broad economic trends, especially related to our major industry clusters and the workforce and innovation recommendations of GO TO 2040. This project continues the update of the existing indicators and associated quarterly policy updates. Policy updates will focus on analyses underway for the next plan as well as potential for regional coordination within these topic areas.

Products and Key Dates: Quarterly activities include rolling annual updates to the microsite with the inclusion of recently acquired data from other regions, analysis of indicators and related data through series of policy updates; Snapshot report or policy update series on regional coordination around selected economic indicators (December 2015).

3rd Quarter Progress:

- Published policy update on regional exports.
- Provided data information to Crain's and the Daily Herald on the regional economic indicators.
- Updated clusters and base regional trends indicators.
- Compiled and analyzed innovation indicator data.
- Share data and findings with Economic Development Committee.
- Scoped policy update on business churn.
- Drafted policy update on commute patterns.

4th Quarter Objectives:

- Publish new data for innovation indicators.
- Publish policy update on freight and manufacturing worker commute patterns.
- Draft and publish policy update on business churn.
- Refine scope for FY17 policy updates.



- Share data and analysis among interested stakeholders.

Analyses of Mobility and the Regional Economy

Project Manager: Brian Peterson

Staff: Weil, Schuh, Murdock, Komp, R&A TBD

Description: CMAP's drill down work has indicated the need to improve the movement of goods and workers to support the region's industry clusters. In addition, modernizing approaches to supply chain management are changing the ways that goods move into and through the region. This project will provide two explorations of goods movement, focusing on supply chains. The first analysis will provide a high-level assessment of movement of goods to and from the region through Freight Analysis Framework (FAF) data as well as outline how modern supply chain approaches are changing how businesses move goods. This analysis will also contribute to the freight planning work. The second analysis will establish a framework for supply chain analyses in the region via a specific assessment of the metals industry supply chain.

Products and Key Dates: CMAP Region Supply Chains (September 2015); Metals Industry Supply Chain Analysis (September 2016).

3rd Quarter Progress:

- Project scope completed.
- Report outline drafted.
- Stakeholder outreach in process.

4th Quarter Objectives:

- Conduct interviews with local metals manufacturers and metals distributors.
- Complete first draft by end of June.
- Present findings to E.D. committee in June.
- Final report published in September 2016.



Regional Housing and Development Analysis

Project Manager: Liz Schuh

Team: Burch, Morck, Murdock, Z. Vernon, New Policy Hire

Description: GO TO 2040 emphasizes the need to coordinate planning for transportation, land use, and housing. This project will continue to enhance the agency's understanding of housing and land use changes in the region and provide education on topics related to the interaction of land use, transportation, and economic competitiveness. Quarterly analyses via Policy Updates and/or issue briefs will continue to cover trends such as building permits, housing diversity, housing tenure changes, non-residential land use trends, and multijurisdictional land use planning. Staff will assess the potential for development of a set of quarterly housing and development indicators. There will be some integration of the analysis of regional development trends with work under the Regional Tax Policy Analysis project and the Regional Economic Indicators.

Products and Key Dates: Analysis and policy blog updates on the impacts of housing and non-residential development change in the region (quarterly).

3rd Quarter Progress:

- Project was placed on hold due to other work plan priorities.
- Provided information and presentations on prior PUs as requested.

4th Quarter Objectives:

- Develop a policy update on expected Population Estimates Program city-level data, to be released in June.

Regional Tax Policy Analysis

Project Manager: Lindsay Hollander

Team: Murdock, New Policy Hire

Description: This project supports CMAP's commitment to state and local tax policy reform through a series of analyses on the key issues affecting transportation, land use, economic development, and equity in northeastern Illinois. This project will also include on-going outreach to CMAP partners on tax policy issues, as well as work to incorporate tax policy analysis into local planning efforts. Topics are likely to include an expanded analysis of the property tax, an updated analysis of sales tax rebates, an analysis of transportation user fees, and an analysis on local transportation revenues.



Products and Key Dates: The project will be executed as a series of four issue briefs or policy updates to be published in October, January, April, and June.

3rd Quarter Progress:

- Completed analysis of sales tax rebates.
- Provided analysis for various local planning projects.

4th Quarter Objectives:

- Complete two Policy Updates, including the analysis of sales tax rebates.

Assessment of the Transportation Impacts of Retail Corridors

Project Manager: Lindsay Hollander

Team: Schuh, N. Peterson, New Policy Hire

Description: CMAP has provided a series of analyses on the fiscal and economic impacts of various land use types. This project will expand upon that work by analyzing the transportation utilization and cost impacts of retail agglomerations. Tasks include identification of the region's retail corridors, assessment of the role that transportation implementers play in single and cumulative development approvals, and completion of case studies of a subset of retail corridors. The case study analyses will assess transportation network utilization and costs across jurisdictions.

Products and Key Dates: Consultant contract (September 2015); draft report (June 2016).

3rd Quarter Progress:

- Board approval of selected contractor.

4th Quarter Objectives:

- Begin work on the project with the consultant on selecting case studies for travel shed/market area analysis.



AREA 4: CMAP/MPO Committee Support and Legislative Strategy

State Legislative Strategy

Project Manager: Gordon Smith

Team: Allen, Kotarac, Leary, Weil, other policy staff

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

Products and Key Dates: State Agenda (October 2015); Monthly Board Report, Final Legislative Report (June 2016); Veto Session Report (TBD); Policy Updates on state legislative issues (on-going); factsheets on GO TO 2040 priorities (as needed); outreach strategy outline

3rd Quarter Progress:

- Finalized the 2016 State Legislative Principles and State Agenda documents.
- Presented Agenda and Principles to several committees, and gained board approval in February.
- Met regularly with the State's MPO directors to discuss statewide association and support to reinstate the Comprehensive Regional Planning Fund (CRPF).
- During the period we met with caucus leadership staff to discuss the reinstatement effort for the CRPF. Worked with the caucus staffers in preparation for bills to be heard in committee.
- Worked with the Legislative Research draft CRPF and amendment language.
- Provided regular briefings for bill sponsors on CRPF reinstatement bills.
- Met legislators to discuss CRPF, along with the 2016 State Legislative Principles and Agenda, CMAP funding, policy initiatives, and other GO TO 2040 implementation activities.



- Tracked of legislative activities.
- Developed legislative outreach strategy for the board to engage the ILGA regarding CMAP issues (CMAP Board Drive Down).

4th Quarter Objectives:

- Continue to meet with legislators and staff to discuss agency funding, State Legislative Principles, CMAP policy initiatives, and other GO TO 2040 implementation activities.
- Build coalition of support for CMAP’s legislative initiative.
- Continue legislative tracking activities.
- Convene a meeting of the CMAP legislative working group.
- Review legislative outreach strategy for state legislative campaign.

CMAP Operations Funding and Regional Infrastructure Fund

Project Manager: TBD

Team: Dean, Garritano, Kotarac, Smith, Weil

Description: Under this project, staff will pursue FUND 2040, a sustainable funding plan and implementation strategy that diversifies CMAP’s resources for operating revenues that will match federal funds, allow some expansion of non-transportation activities, enhance the local technical assistance program and provide capital funding for infrastructure projects that have regional benefits. Based on the progress of activities in the previous fiscal year, staff will develop an action plan that leads to state legislation that enables these activities. Should support for this approach not be realized, staff will develop alternative means for diversifying CMAP revenues.

Products and Key Dates: TBD

3rd Quarter Progress:

4th Quarter Objectives:



Federal Legislative Strategy

Project Manager: Tom Kotarac

Team: Beata, Murdock, other relevant staff

Description: Under this project, staff will monitor actions in the U.S Congress and other relevant federal agencies that impact our region. Specific continuing areas of focus include reauthorization of MAP-21, rail safety legislation, annual appropriations bills and Water Resources Development Acts.

Products and Key Dates: Federal Agenda (January 2015); Policy Updates on federal legislative issues (on-going).

3rd Quarter Progress:

- Provided technical assistance on FY 17 Appropriations bills and proposed Water Resources Development Act (WRDA) bills in the U.S. House and Senate.
- Met with IL Delegation staff and Members regarding CMAP Federal Legislative Agenda priorities.

4th Quarter Objectives:

- Continue outreach to Illinois congressional delegation and administration officials.

CMAP and MPO Committee Support

Team: Dean, Kotarac, Porter (coordinating, policy committees); Vallecillos, Dixon (advisory committees); Beck, Burch, Dixon, Ostrander, Weil (working committees)

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

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



3rd Quarter Progress:

- All committees' materials were prepared and meetings were held. Working committee summaries prepared on a monthly basis.

4th Quarter Objectives:

- On-going committee work.

COMPREHENSIVE REGIONAL PLAN UPDATE & PLAN DEVELOPMENT

Program Management: Kristin Ihnchak, Liz Schuh

This program will begin developing the successor to GO TO 2040, which is due to be complete in 2018. GO TO 2040 provides a solid foundation and vision for the future of the region. Development of the next comprehensive regional plan will build upon that foundation and refine the major policy objectives of GO TO 2040 in a manner that is supportive of the agency's core land use and transportation functions, as well as identify limited new policy directions that are complementary to CMAP's role. More specific policies and recommendations may address both the granularity in the current plan's policies as well as expand to geographically-oriented approaches for some policy areas. Research and analysis performed in FY16 will refine policy approaches as well as develop the required resources for socioeconomic forecasting, scenario planning, and transportation project assessment and selection. Initial phases of stakeholder outreach and development of the plan's overarching engagement strategy are also included in this approach.

Comprehensive Plan Outreach and Communications Strategy

Project Managers: Tom Garritano

Team: Ihnchak, Schuh, Grover, Fassett Smith, Grover, Torres, Vallecillos, plus other relevant staff

Description: The next comprehensive regional plan's requirements for outreach and communications will likely differ significantly from our GO TO 2040 processes for development and implementation. This team will support the comprehensive plan program co-leaders by developing and implementing a focused strategy for plan outreach and communications to enhance the effectiveness of all projects within the program. This effort will include helping program and project leaders to articulate clear priorities that are necessary for successful stakeholder engagement and for the success of the plan itself. To establish broad support for the next plan, targeted audiences will include elected officials and local governments, service



providers, business community, nonprofit, and philanthropic stakeholders and others to be identified by the team. It is anticipated that this project will develop a new or updated outreach and communications strategy document annually. Expected activities in the first half of FY16 include helping the program and project leaders clearly describe their priorities and objectives in concise materials for multiple public audiences. Engagement support in FY16 will include helping to form plan working groups for new policy areas, communication strategies for key stakeholders, vision development, and identification of events and forums for discussion of next plan topics.

Products and Key Dates: Develop a statement of purpose for each new policy area and working group (July 2015); Develop a detailed outreach, messaging, and communications strategy document including a timeline of activities and target audiences (August 2015); Execute a small, internal executive charrette to engage the new CMAP executive director soon after his or her arrival (September 2015); Prepare public-facing materials to describe the plan effort (September 2015); Hold a public kickoff event for the CMAP board, committees, and partners (January/February 2016); Carry out on-going outreach and communication activities to be identified in support of the next plan.

3rd Quarter Progress:

- Held ON TO 2050 launch events on February 24 and March 2, attended by approximately 300 stakeholders.
- Local public television outlet WTTW Chicago Tonight segment exclusively announced the [launch of ON TO 2050](#). Other coverage included WBBM-AM, Chicagoist, Streetsblog, and Curbed Chicago.
- By the end of Q3, CMAP had heard from more than 3,000 northeastern Illinois residents, engaged over 160 community groups, and scheduled more than 50 workshops through the end of June, with new bookings daily across the seven counties. The public has been engaged on social media using the hashtag [#2050BigIdeas](#).
- Completed an ON TO 2050 poster for distribution at the launch and subsequent events.
- Fifteen topical handouts printed for the launch event have been posted online to enable feedback about [snapshot reports](#) and [strategy papers](#) now in development.
- Posted a MetroQuest survey available until June 13 in English (<https://onto2050.metroquest.com>) and Spanish (<https://avanzando2050.metroquest.com>).
- Revamped the main CMAP involvement page to coincide with the launch event, along with other plan-related web enhancements. Worked with CMAP web consultants and next-plan program managers to elaborate on possible longer-term development projects for interactive data tools.



- Developed ON TO 2050 remarks, talking points, and PowerPoint slides.
- Designed templates for snapshot series, applied first to Regional Economy and Demographics reports.
- Planned for launch of ON TO 2050 forum series beginning June 20, 2016.

4th Quarter Objectives:

- Continue to execute the strategy for [FY16 near-term engagement](#).
- Prepare ON TO 2050 remarks for the Executive Director to deliver on June 29 at the City Club of Chicago.
- Work with project managers to plan further forums in the ON TO 2050 series, along with other topic-based engagement activities.
- Work with plan leaders to develop regional priorities report based on public input during first half of 2016, to be released for public comment by July 1.
- Begin development of replicable tools for interactive web infographics and mapping, pending availability of funds.
- Begin development of long-term communications and outreach plan for duration of ON TO 2050 development.

Socioeconomic Forecast

Project Manager: David Clark

Team: Heither, N. Peterson, new Assistant Analyst, Ihnchak, Schuh, and other relevant staff

Description: With consultant support, develop tools and methodologies necessary to support on-going population forecasting efforts. FY16 activities include developing preliminary out-year and interim-year regional totals of population and employment, researching land-use modeling tools and techniques for scenario testing, and providing recommendations for a technical approach to localized growth projections to be realized in FY17.

Products and Key Dates: Draft horizon and interim-year regional population and employment projections (June 2016); White paper with recommendations for small-area forecasting (June 2016).

3rd Quarter Progress:

- Regional Forecast: Draft of Technical Memorandum #1 (“Confirm Approach and Assumptions”) delivered 31 January; revised version delivered 29 February. Work on draft totals delayed by slow turnaround of vital statistics data requests. Differences in



base-year employment estimates between CMAP and Berger were discussed and reconciled. Data needs for GO TO 2040 policy influence on forecasted employment identified.

- Local Allocation: RFP for Local Allocation work posted in January. Two proposals received by due date (3 February): Louis Berger/EDRG and UrbanSim, Inc. Vendor interviews held in February, with recommendation (Berger/EDRG) forwarded to CMAP board for approval in March.

4th Quarter Objectives:

- Regional Forecast: Receipt of draft base forecast figures (April), followed by draft of reference forecast after and completion of TREDIS modeling and additional data assembly. CMAP review and commentary of base and reference forecasts (late May). Data finalization and consultant presentations to committees (June).
- Local Allocation: Execute contract and hold kickoff meeting (April). First deliverable, a technical memorandum outlining conceptual design, work flow, and data requirements (late May). Prototype design led by consultant (June). Assembly/development of necessary data inputs by CMAP staff (on-going).

Scenario Development

Project Manager: Kristin Ihnchak, Liz Schuh

Team: D. Clark, Heather, N. Ferguson, N. Peterson, Yeung, and other relevant staff

Description: Scenario analysis will be a focus of the process to develop the next plan. This project will identify a preferred approach for scenario analysis and potential inputs, reviewing policy-driven, target-focused, and outwardly-driven scenario planning approaches. The scenario inputs and methodologies used for GO TO 2040 will be assessed as a starting point for this task. This project team will coordinate with strategy paper teams to develop new inputs for scenario development and appropriate analytical approaches. These assessments will conclude with memos outlining the chosen scenario inputs. The scenario planning work will continue into FY17.

Products and Key Dates: Approach to scenario development (September 2015); Strategy & Indicator Development memos (November 2015-June 2016).

3rd Quarter Progress:

- Researched scenario planning approaches at Peer MPOs, historically within CMAP, and in the broader literature.



- Identified scenario planning approach (“Alternative Futures”) for development of the next plan.
- Identified related key indicator revision and testing needs for the next plan.

4th Quarter Objectives:

- Refine “Alternative Futures” approach and identify needs for FY 17
- Develop a presentation for CMAP working committees explaining the background and proposed approach

Regional Snapshot Analyses

Project Managers: Kristin Ihnchak, Liz Schuh

Team: Project managers and teams as noted, Communications and Outreach staff, and other relevant staff

Description: This project will develop a series of snapshot reports that assess existing conditions and regional progress on topics and indicators emphasized in GO TO 2040 as well as selected areas being evaluated for the next plan. Key findings from these snapshots will support the development of a regional report or reports in FY17 that summarize existing conditions, progress made toward the GO TO 2040 indicators, and/or the policy directions that will be addressed in the next plan. Snapshot reports are expected to be brought to CMAP working committees for review and comment. They may also be discussed by appropriate next plan working groups. Specific analyses will include (project managers are listed first for each team):

- **Regional economic clusters and trends** (Weil, B. Peterson, Komp; April 2016)

3rd Quarter Progress:

- Compiled and analyzed data.
- Completed literature review of cluster mapping and regional economic trends.
- Developed rough draft of report, including draft graphics.
- Presented initial findings to Economic Development Committee.

4th Quarter Objectives:

- Share final draft with relevant committees.
- Finalize snapshot text and graphics.
- Publish snapshot.

- **Demographic trends** (Murdock, Oo, Cruise, R. Lopez; May 2016)

3rd Quarter Progress:

- Completed majority of analysis.



- Developed draft snapshot.

4th Quarter Objectives:

- Finalize analysis and circulate draft snapshot to internal team for feedback.
- Present findings to relevant CMAP committees.
- Finalize snapshot text and graphics.
- Publish snapshot.

- **Infill and Transit-Oriented Development (TOD) trends** (Zwiebach, Menninger, New LTA Hire, Komp, Oo; June 2016)

3rd Quarter Progress:

- Continued analysis of infill trends using NDD indicator, and demographic indicators, among others.
- Began analysis of trends in TOD areas.
- Presented initial findings to CMAP Land Use committee.
- Drafted annotated outline of snapshot.

4th Quarter Objectives:

- Finalize analyses, maps, and infographics. Develop draft snapshot and circulate to team for feedback.
- Present findings to CMAP working committees.

- **Travel behavior trends** (Irvin, Elam, Murtha, Menninger; June 2016)

3rd Quarter Progress:

- The transportation network trends snapshot was split into three separate reports: travel behavior trends, transit system and trends, and highway network and trends.
- Completed analysis of travel behavior data.
- Drafted snapshot text, complete with presentation-ready graphics.
- Presented preliminary findings to CMAP Transportation Committee.

4th Quarter Objectives:

- Present findings to Council of Mayors Executive Committee (April), CDOT brown bag (April), DuPage Transit Forum (May), and Metra Citizens Advisory Board (July).
- Finalize all text for the Travel Behavior Trends Snapshot and send for final design and layout.

- **Transit system and trends** (Menninger, D. Ferguson, Murtha; June 2016)

3rd Quarter Progress:

- Developed a list of proposed metrics and gathered preliminary data where available.



- Met with data team at RTA to review available data and avoid duplicate reporting.

4th Quarter Objectives:

- Finalize list of measures to be reported.
- Analyze trends and implications for regional travel.
- Discuss initial findings and data with transit operators.

- **Highway network and trends** (Elam, D. Ferguson, Murtha, Menninger; July 2016)

3rd Quarter Progress:

- Travel behavior snapshot has been drafted with development of most graphics complete. Highway trends and transit trends snapshots have partial drafts.

4th Quarter Objectives:

- Travel behavior snapshot to Communications; highway and transit trends snapshots to be drafted for review by comprehensive plan managers.

- **Freight system trends** (Beata, Murdock, Murtha, Oo; July 2016)

3rd Quarter Progress:

- Continued exploration of new trucking datasets, including trucking bottlenecks and truck origin and destination data.
- Memo on local truck routing regulations.
- Memo on highway-rail grade crossing delays, presentation on draft highway deficiency analysis, and initial land use research.

4th Quarter Objectives:

- Continued analysis into trucking bottlenecks, truck origins and destinations, and freight land use.
- Development of freight trends snapshot report.

Assessment of New Policy Directions

Project Managers: Kristin Ihnchak, Liz Schuh

Team: Project managers and teams as noted, Communications and Outreach staff, and other relevant staff

Description: GO TO 2040 identifies a broad set of transportation and land use policies for the region. This project will evaluate more specific strategies for selected GO TO 2040 policies as well as assess a limited number of new policy areas through creation of internal strategy papers or memos, which will summarize the agency’s potential approach to each area. Project areas



addressing topics that cross multiple CMAP committees and/or areas of greater potential policy change may develop working groups comprised of committee representatives and other key stakeholders to assist in policy development. Strategy papers are expected to be brought to CMAP working committees and key stakeholders for discussion following their completion. During the development of the strategy paper, each team will develop strategies for assessment in scenario development and appropriate analytical approaches in conjunction with the research & analysis team. These assessments will conclude with memos outlining scenario inputs and options for indicators for the next plan. Topics for evaluation include (project managers are listed first for each team):

- **Green infrastructure co-benefits** (Yeung; March 2016)

3rd Quarter Progress:

- Presented draft strategy paper to Environment and Land Use Committees and revised based on feedback .

4th Quarter Objectives:

- Finalize strategy paper.
- Draft indicators memo.

- **Public health indicators and assessments** (Zwiebach, Cruise; January 2016)

This project has been removed and its objectives incorporated into other strategy papers

- **Comparative assessment of tax policies and land use frameworks** (Hollander, Oo; July 2016)

3rd Quarter Progress:

- Presented initial findings to working committees; continued literature review; interviewed experts and stakeholders.

4th Quarter Objectives:

- Continue research and interviews with experts and stakeholders; complete draft paper.

- **Reinvestment and infill strategies** (Schuh-Manno, Komp, Oo; September 2016)

3rd Quarter Progress:

- Hosted two Resource Group meetings and developed an outline of regional barriers and strategies. Began disinvested area research.
- Presented scope to Housing Committee and the focus area types, strategies and barriers to both Land Use and Housing Committees.

4th Quarter Objectives:

- Convene Resource Group meetings to discuss disinvested areas (May) and present a draft Strategy Paper (June).



- Develop draft strategy paper. Present findings to Resource Group and Land Use, Economic Development, and Housing committees.
- **Climate resilience** (Yeung, Elam, Oo; June 2016)
 - 3rd Quarter Progress:**
 - Convened monthly resource group meetings. Completed the spatial analysis of climate vulnerability. Worked with Resource Group to develop policy recommendations for regional resilience.
 - 4th Quarter Objectives:**
 - Present draft strategy paper to Resource Group and the Environment and Land Use Committees for feedback.
 - Finalize strategy paper.
- **Lands in transition** (Beck, Daly, Navota, Oo; July 2016)
 - 3rd Quarter Progress:**
 - Convened resource group in February and April.
 - Developed preliminary analysis on protection and development of agricultural and natural lands.
 - Reviewed existing policy landscape for agricultural preservation. Developed scope (with feedback from the ENR and LU Committees); began literature review; developed draft engagement strategy.
 - 4th Quarter Objectives:**
 - Complete review of policy landscape for both natural land protection and development standards.
 - Draft initial strategy paper.
- **Transportation system funding concepts** (Beata and Hollander, Bozic, Murdock, Ostdick, Schmidt; May 2016)
 - 3rd Quarter Progress:**
 - Held technical forum on expenditure efficiencies in January; interviewed stakeholders; developed memo to Transportation Committee in March with draft recommendations.
 - 4th Quarter Objectives:**
 - Draft and complete the strategy paper. Review with Transportation Committee and Key stakeholders.



- **Asset Condition:** (Murtha, Elam,; May-November 2016)
 - 3rd Quarter Progress:**
 - Delivered initial presentation regarding asset management to the Transportation Committee. Prepared scope and schedule. Recruited the first members for the resource group. Researched and drafted summary of federal asset management regulations.
 - 4th Quarter Objectives:**
 - Compile materials to be reviewed. Continue the first draft of the report in a series of memos. Continue resource group recruitment. Begin preparations for next Transportation Committee presentation, to be delivered in July.

- **Highway Operations:** (Bozic; November 2015-July 2016)
 - 3rd Quarter Progress:**
 - Highway operations: interviewed statewide, county and municipal departments of transportation to collect information on current and desired highway operations practices, presented proposed network screening process, and assembled datasets needed for network evaluation. Scope is complete. Draft report is largely complete.
 - 4th Quarter Objectives:**
 - Highway operations: complete development of supporting datasets, apply evaluation procedures. Complete drafting the report.

- **Transit Modernization:** (Menninger, Irvin, Elam, Komp; May-November 2016)
 - 3rd Quarter Progress:**
 - Presented scope to Transportation Committee.
 - Conducted first resource group meeting to introduce project, define initial framework, and collect feedback on direction.
 - 4th Quarter Objectives:**
 - Better define the primary needs of transit riders that modernization may address.
 - Meet with transit operators to understand their strategy and goals for modernizing the system.

- **Inclusive growth** (Murdock and Torres, Lopez; June 2016)
 - 3rd Quarter Progress:**
 - Convened resource group with MPC.
 - Developed approach memo that outlines the vision and evidence for inclusive growth.
 - Finalized geographies of vulnerable populations.
 - Presented work to relevant CMAP committees.



4th Quarter Objectives:

- Finalize principle memo.
 - Continue analysis using vulnerable population geographies.
 - Conduct focus groups with relevant sectors and partners.
 - Begin outlining strategies.
- **Housing supply and affordability** (Burch, K. Smith, Jarr, Oo; August 2016)

3rd Quarter Progress:

- Finalized project scope and engagement strategy.
- Conducted two meetings with the Housing Committee to introduce the project, better define housing choice, and discuss barriers to choice.

4th Quarter Objectives:

- Explore geographic nuisance associated with housing choice and barriers.
- Develop policy framework that will outline a policy direction for housing supply and affordability and CMAP's role within that framework.

Key findings from these papers will support the development of a regional report in FY17 that summarizes findings from the regional snapshot reports and the new policy directions identified.

Products and Key Dates: Convene working groups (July 2015); Scopes for strategy papers (July 2015); Strategy papers (October 2015-March 2016); Scenario input and regional indicator memos (November 2015-June 2016).

Place-Based Approach

Project Managers: Kristin Ihnchak, Liz Schuh

Team: Burch, Daly, Navota, B. Peterson, Shenbaga, Vernon, Yeung

Description: GO TO 2040 provides a set of policies for implementers to utilize in planning for housing, land use, transportation, and the environment. This project evaluates place-based strategies that may be used to provide more geographically specific recommendations. A successful geographically-based approach must respect local plans, priorities, and land use authority while making coherent links to regional planning principles and providing suggestions on ways that local jurisdictions might further regional policies. Concepts to be explored include housing market types, place types, infrastructure investment for local plan implementation, and/or priority conservation areas. The project will also assess existing spatially-oriented CMAP resources, including the Green Infrastructure Vision (GIV) and concentrated employment areas. Evaluations of geographic strategies will include review of peer MPOs, development of regional strategies to be implemented in each approach, discussion of indicators and data needs for development of each strategy, identification of a framework for



geographic strategies for next plan development, and initial analyses supporting the chosen framework.

Products and Key Dates: Geographically-based regional planning strategy paper (August 2015); Scope for development of preferred strategies (September 2015); Initial spatial analysis and geographic area identification (June 2016).

3rd Quarter Progress:

- Presented place based approach alternatives to Transportation and Housing Committees.
- Began compiling a comprehensive list of potential layers that respond to the policy areas being explored for ON TO 2050.
- Began development of two pilot layers (locally identified reinvestment areas and high quality natural areas). Introduced the pilot layers to committees.
- Completed Natural Resources Inventory, which includes updates to many of the data layers underpinning the Green Infrastructure Vision. This data will serve as a base for developing the high quality natural areas pilot layer.

4th Quarter Objectives:

- Continue development of two pilot layers. Apprise working committees of initial analysis.
- Complete initial comprehensive list of potential layers and discuss with committees. Prioritize layers to be developed in FY 17.

Long Range Plan Data and Tool Development

Project Manager: Zachary Vernon

Team: D. Clark, Heather, N. Ferguson, Matthews, and other relevant staff

Description: This project implements the multi-year work plans developed by the FY15 Data Resources/Analytical Tools & Methods projects supporting the next long-range plan. FY16 tasks include working in coordination with plan project managers to acquire or develop tools needed for analysis of critical topic areas; working with the regional snapshot and strategy paper teams to develop analytical approaches and data analyses; with the Data and Information Services team to acquire existing public and proprietary datasets identified in the Data Resources work plan; and coordinating with Regional Inventories team to develop necessary datasets not available elsewhere.



Products and Key Dates: Support the development of snapshots and strategy papers through tasks such as developing and analyzing related metrics (i.e. infill capacity and green coverage) and aiding in data analysis for various topics as needed (on-going).

3rd Quarter Progress:

- Continued meetings with managers and/or project teams with Q3/Q4/FY17 deliverables who requested support.
 - Infill/TOD Snapshot, Demographic Trends Snapshot, Lands in Transition Strategy Paper, Tax Policies and Land Use Trends Strategy Paper.
- Completed analysis for Q3/Q4 deliverables:
 - Lands in Transition Strategy Paper
 - Generated "master" Lands in Transition dataset combining protected lands status/management, land cover change, and 2013 land use.
 - Summarized easement database by 2013 land use, ownership vs. management, and NLCD land cover change.
 - Demographic Trends Snapshot
 - Generated vulnerable population scenarios based on ACS 10-14 data and HUD's median family income limits by family size.
 - Infill/TOD Snapshot
 - Compiled population, households, and housing unit density changes for Census 2000 to ACS 10-14 and generated density change hotspots.
 - Summarized NDD Development within 2000 municipal envelope and transit walksheds.
 - Coordination with Lands in Transition; created municipal envelope version of LiT master dataset and created NLCD-enhanced block groups.

4th Quarter Objectives:

- Complete analysis for Q4 deliverables.
- Begin assembling library/documentation of new datasets generated during FY16 work to provide to FY17 Plan Indicators Development project manager.
- Meet with managers with FY17 Q1 deliverables who have requested support; identify key datasets, analysis, and any additional staff support needed.
- Begin analysis for FY17 deliverables.



Transportation Plan Development: Issues and New Directions

Project Manager: Jesse Elam

Team: New hire, Beata, Hollander, Ostdick, Menninger, Murtha

Description: Several issues specific to transportation planning brought up by stakeholders during the GO TO 2040 update and by the 2014 MPO certification should be addressed early in the long-range planning process. Staff will bring analysis and recommendations to the working committees throughout the year. As part of this effort, preliminary work will begin on the financial plan, including analysis of past investment trends, early identification of potential reasonably expected revenues, and development of initial data on core revenues and costs. Preliminary work on regionally significant projects will begin as well, including alternative definitions and analysis techniques to discuss with CMAP committees, many of which are being developed in the Performance-Based Programming core area.

Products and Key Dates: Committee discussions (on-going).

3rd Quarter Progress:

- Discussions were held with the Transportation Committee as well as other stakeholder groups on thresholds for regionally significant projects

4th Quarter Objectives:

- Meet with implementers to develop initial list of projects that meet proposed thresholds for regionally significant projects to include in the next plan
- Set up forum on MPO financial planning to be held in spring 2016

COMMUNICATIONS AND OUTREACH PROGRAM

Program Oversight: Tom Garritano

CMAP must maintain a high standard of communication with stakeholders, the general public, and news media. Outreach to external media will be coordinated internally and, whenever appropriate, externally with CMAP partners. Communications staff will place special emphasis on building awareness of and support for GO TO 2040 implementation activities.



Local Planning Communications and Outreach Support

Project Manager: Hillary Beata

Team: Vallecillos, Catalan, Fassett Smith, Garritano, Grover, Silberhorn, Weiskind, plus other relevant staff.

Description: Communications staff will work with outreach staff to build awareness of GO TO 2040 local implementation activities through the Local Planning Support group. Manage Local Technical Assistance (LTA) media outreach, including liaison with external partners as needed. Prepare communication strategies for individual projects as needed, with involvement of outreach and legislative staff. Oversee production and quality control of local planning print and web materials, including plans, guides, toolkits, and other documents developed through the group (e.g., model plans, ordinances, and codes). Provide general communications support for regional technical assistance products, which are also promoted through a quarterly Muni-Blast e-newsletter.

Products: Support for various planning projects, as needed throughout FY16. Quarterly Municipal Matters e-newsletter. Coordination of support for annual LTA call for projects.

3rd Quarter Progress:

- Provided on-going support for LTA promotional materials and final plans, as well as relevant media outreach, including Carol Stream, Harvard, and North Lawndale.
- Promoted various LTA projects through media outreach to reporters, including the Fox River Corridor Plan, Franklin Park, and Carol Stream.
- Held training for new Local Planning staff to discuss Comms support and InDesign templates.
- Updated Local Planning support guide.
- Work with Outreach and Local Planning teams to reorient the goals of the Muni-Blast (now Municipal Matters).

4th Quarter Objectives:

- Continue to provide on-going support for LTA promotional materials and final plans, as well as relevant media outreach, including Endeleo Institute, North Chicago, and Arlington Heights Bike Ped plan.
- Promote various LTA projects through media outreach to reporters, including North Lawndale, Aurora, and other upcoming public meetings.
- Continue providing on-going support for the development of MetroQuest sites, including for ON TO 2050.



- Publish issue of Municipal Matters in April-early May.

Policy and Programming Communications and Outreach Support

Project Manager: Tina Fassett Smith

Team: Garritano, H. Beata, Catalan, Grover, Silberhorn, Weiskind, plus other relevant staff

Description: Communications and outreach staff will work with policy and programming staff to build awareness of GO TO 2040 activities at the regional, state, and federal levels. Assist with policy-based media outreach, including liaison with external partners as needed. Prepare communication strategies for individual projects as needed, with involvement of outreach and legislative staff. Oversee production and quality control of programming- and policy-based print and web materials, including drill-down reports, issues-driven content, etc.

Products: Support for various policy projects, as needed throughout FY16.

3rd Quarter Progress:

- Supported staff who wrote Policy Updates on various topics, including local government consolidation, the regional impact of a proposed rail company merger, the Illinois Governor's draft 2016-20 workforce development plan and FY17 budget proposal, the relationship between congestion and crash rates on the region's expressways, the growth of exports in the region, and new rules affecting rail safety.
- Completed updates to the Trends section of the Regional Economic Indicators pages of the website.

4th Quarter Objectives:

- Continue work on highlighting specific policy updates on website.
- Complete updates to the Innovation section of the Regional Economic Indicators.

External Talks and Partnerships

Project Manager: Jane Grover

Team: Kane, Fassett Smith, Garritano, Torres, Vallecillos, plus other relevant staff

Description: GO TO 2040 implementation depends on a continually expanding base of engaged stakeholders, including governments, businesses, non-profits, and residents. To identify and engage such targets, communications staff will work with staff in policy and outreach. The executive staff can help with coordination, scheduling, preparation of talking points and other materials, etc. Tasks include finding opportunities for the executive director



and other staff to give public talks, especially to audiences that include potential partners targeted strategically for timely CMAP products and priorities. Outreach and policy staff should work together with communications to identify and take on-going advantage of these opportunities.

Products: Various support for external talks and partnering activities, as needed throughout FY16.

3rd Quarter Progress:

- Joe Szabo external talks that required remarks in Q1 included the Dixie Highway Centennial Event, Loyola University Supply Chain Summit, Summit on Regional Competitiveness Panel Discussion, Smart-Rail Conference in Charlotte, the John Noel Public Transit Conference, the Norfolk-Southern Eco-Locomotive Dedication Ceremony, the Traffic Club of Chicago Executive Luncheon, the ELPC Thinks Luncheon, and the Cook County Forest Preserve's North Branch Trail Extension Groundbreaking.
- Joe Szabo events that required communications/outreach support included meetings with the General Services Administration, Alliance for Regional Development, Millennium Reserve, Governor's State University, and the Directors of other MPOs in the Lake Michigan region.
- Outreach staff engagement efforts included meetings or events with: Eisenhower Fellowship and Common Purpose Student Program.

4th Quarter Objectives:

- Continue to engage with external partners to develop new and enhance existing relationships that support CMAP's strategic priorities.

Media Relations

Project Manager: Tom Garritano

Team: Fassett Smith, H. Beata, Silberhorn

Description: Communications staff will proactively identify opportunities for coverage by traditional and new media, while also responding to media requests. The emphasis is on transparency, including advocacy when appropriate. Monthly tip sheets will be sent to keep reporters apprised of CMAP activities. Press releases and advisories are sent as needed.

Maintain a current database of media contacts. Manage staff interactions with media. Maintain up-to-date web archives of news products and media coverage at <http://www.cmap.illinois.gov/news>.

Products: Various electronic and print materials, as needed throughout FY16.



3rd Quarter Progress:

- Local public television outlet WTTW Chicago Tonight segment exclusively announced the [launch of ON TO 2050](#). Other coverage included WBBM-AM, Chicagoist, Streetsblog, and Curbed Chicago.
- WGN TV covered CMAP analysis of [relationship between congestion and crash rates](#) on the region's expressways.
- [Crain's Chicago Business](#) described recent CMAP analysis exploring the composition of metropolitan Chicago's exports.
- Crain's also described CMAP's position in coverage of the [proposed CP-NS railroad merger](#).
- Other media outreach included American Community Survey estimates and related policy updates, proposed congestion pricing on I-55, CMAP analysis of regional exports, and GO TO 2040 capital projects progress.

4th Quarter Objectives: Continue to build awareness of topics in the next comprehensive plan, e.g., in promoting the scheduled releases of ON TO 2050 snapshot reports and strategy papers. Drive coverage of executive director address at the City Club of Chicago on June 29.

Moving Forward, 2015: Implementation Report

Project Manager: Tina Fassett Smith

Team: Weiskind, Catalan, H. Beata, plus other relevant staff

Description: The annual GO TO 2040 implementation report describes progress qualitatively and quantitatively. Precise format is subject to internal discussion but should be graphically consistent with prior posters. Approximately 4,000 copies should be printed commercially.

Products and Key Dates: Draft for executive review in November, with final to the printer by mid-December. Print copies for the January board meeting.

3rd Quarter Progress: A transition report/poster for the next comprehensive plan was printed and distributed starting in late February, coinciding with the ON TO 2050 launch event.

4th Quarter Objectives: n/a



Graphic Design

Project Manager: Adam Weiskind

Team: Catalan, Garritano, H. Beata, Silberhorn, plus other relevant staff

Description: Communications staff will provide graphic design and related publications assistance to CMAP staff when materials meet that threshold as identified by deputies and CMAP executive leadership. This project entails creating information graphics and laying out most primary CMAP documents with InDesign. Whenever feasible, these materials should be printed in-house, and this project's manager is responsible for determining whether a larger job might require off-site commercial printing.

Products and Key Dates: Various electronic and print materials, as needed throughout FY16. Continuously pursue improvements in standardizing CMAP materials, including publications and infographics.

3rd Quarter Progress:

- Completed LTA plans -- Berwyn Parking, Fox River, Harvard, Carpentersville.
- Completed design of Next Regional Plan booklet/ON TO 2050 booklet.
- Completed design of materials for ON TO 2050 kickoff event (posters/banners).
- Completed design of ON TO 2050 trifold brochures.
- Completion of Transitions Document/ON TO 2050 poster.
- Completion of postcards and outreach workshop worksheets for CMAP outreach staff.
- On-going consulting with Thirst consultants for future CMAP branding.
- Update of Illinois State Legislative Principals, Federal Agenda, and General Assembly booklets.
- Completed updates of STP-L Expenditures booklet, CMAQ booklet, TIP Brochure.
- Completed design of 2016 FLIP application and associated promotional materials.
- Continued design of promotional materials for LTA events.
- Continued graphic support for CMAP website and microsites. Update of CMAP website for ON TO 2050 launch and future branding.
- Continued development of CMAP infographics for policy blog updates, web and print.
- Management/art direction of assistant graphic designer.



- Continued oversight of LTA staff using CMAP plan and poster/postcard templates in creation of CMAP documents, as well as on-going template updates.
- Mentoring CMAP LTA staff through Adobe Creative Suite training.
- Continued collaboration with external consultants in developing CMAP identity elements for web and print materials -- new CMAP artwork/elements.

4th Quarter Objectives:

- Begin/completion of LTA Reports -- North Chicago, Round Lake Homes, Aging in Place Toolkit, Blue Island, Carol Stream.
- Begin design of snapshots -- Demographics, Transportation Trends, Employment Clusters.
- Begin/complete of Municipal Survey and associated promotional materials.
- Begin/complete CMAP Powerpoint template.
- On-going consulting with Thirst consultants for future CMAP branding.
- Completion of North Lawndale Survey and accompanying promotional materials.
- Assist with online design for quarterly congestion reports.
- Assist with updates for CMAQ, STP-L, and TIP materials.
- Continued design of promotional materials for LTA events.
- Continued graphic support for CMAP website and microsites.
- Continued development of CMAP infographics for web and print.
- Management/art direction of assistant graphic designer.
- Continued oversight of LTA staff using CMAP plan and poster/postcard templates in creation of CMAP documents, as well as on-going template updates.
- Mentoring CMAP LTA staff through Adobe Creative Suite training.
- Continued collaboration with external consultants in developing CMAP identity elements for web and print materials -- new CMAP artwork/elements.



Web Administration and Content Management

Project Manager: Hillary Beata

Team: Garritano, Silberhorn, Fassett Smith, Grover, plus other relevant staff

Description: CMAP communications staff is responsible for developing - and overseeing the development of - web content using the Liferay content management system and related technologies. Also includes helping others at the agency to prepare, post, and maintain their web-based content. Oversee work of consultants to ensure that all web development projects are accessible on mobile devices, follow CMAP's style guides, and meet high standards of accessibility and usability. Encourage and coordinate efforts of staff to communicate via the web. As part of the responsibility, this project also includes management of CMAP's web consultants. Includes management of e-blasts (Weekly Update, Federal Update, committee communications) and social media (Twitter, Facebook, Pinterest, YouTube).

Products and Key Dates: Work with the CMAP staff to keep their web content current, complete, and engaging. Provide tutorial materials for Liferay and Google Analytics, both via written documentation and video. Work with web development consultants to manage large-scale website enhancements and interactive projects.

3rd Quarter Progress:

- Oversaw design and development of homepage customized for ON TO 2050 launch.
- Planned for elaboration of potential mapping and infographics tools for ON TO 2050, outreach CRM support, and audience engagement audit.
- Significantly upgraded the usability of the [board biosketches](#) section.
- Updated social media accounts for ON TO 2050 launch.
- Continued to update web content management training materials, including training additional web administrators.
- Continued to develop Google Analytics and Twitter Analytics reports on a monthly and quarterly basis and implement changes to improve SEO and user experience.
- Coordinated web activities with media outreach for culminating LTA projects. Further enhance the CMAP web news archive.
- Helped policy, planning, and programming staff to develop content, including creating a new section for the next plan.
- Coordinated with consultants for design tweaks, development debugging, and hosting optimizations.



4th Quarter Objectives:

- Oversee next iteration of design and development of the website homepage, including installation of fonts.
- Work with consultants to scope visualization projects for ON TO 2050, snapshot web pages, and other priority web projects.
- Develop series of social media posts to promote ON TO 2050 topics and #2050BigIdeas.
- Enhance the website as needed based on results of audience engagement audit.
- Develop web graphics style guide.
- Continue to update web content management training materials, including finalizing materials for web administrators.
- Continue to develop Google Analytics reports on a monthly and quarterly basis and implement changes to improve SEO and user experience.
- Coordinate web activities with media outreach for culminating LTA projects. Further enhance the CMAP web news archive.
- Help policy, planning, and programming staff to develop content, including creating a new section for more-in depth policy analysis called Research Briefs.
- Continue to coordinate with consultants for design tweaks, development debugging, and hosting optimizations.

Future Leaders in Planning

Project Manager: Ricardo Lopez

Team: Daly, Prasse, Rivera, Yeung, plus other relevant staff

Description: The Future Leaders in Planning (FLIP) project is a leadership development program for high school students. This year's FLIP program will be an intensive one-week summer program rather than its original format of monthly Saturday meetings throughout the school year. The program provides students with the opportunity to learn about past, present, and future regional and local planning issues from elected officials, community leaders, and CMAP staff. Through hands-on activities and field trips, students go "behind the scenes" to explore the region's communities. Session topics are closely related to GO TO 2040 and include: transportation, housing, human services, land use, economic development, and the environment. In addition to learning how local governments address these important issues, students will engage with one another to explore solutions to existing problems. At the end of the program, students will present what they learn to the CMAP Board and others.



Products and Key Dates: 2015 program: application development (March 2015); recruitment (March 2015); develop program curriculum (June 2015); student selection and notification (June 2015); parent orientation (June 27, 2015); week-long session (July 10-17, 2015); Final Presentation (August 12, 2015). 2016 program: application development (January 2016); Recruitment (March 2016) program curriculum (June 2016); student selection and notification (June 2016).

3rd Quarter Progress:

- Held monthly meetings with team to develop theme and program sessions.
- This year the program will explore equity and inclusion as it relates to planning at the site, neighborhood, municipal, and regional scale.
- Worked with communications staff to release application.
- Created [FLIP outreach poster](#).
- Coordinated outreach efforts to promote the 2016 program application. Outreach efforts include FLIP web page update, social media strategy, announcements in the Weekly Update, e-blast and mailer to FLIP schools, and announcements at CMAP Board meeting and working committee meetings.
- Developed map of former FLIP students by Illinois [State Senate Districts](#) and by [State Representative Districts](#) for agency legislative efforts.

4th Quarter Objectives:

- Review applications and send notification letters.
- Coordinate June 18th Parent Orientation.
- Schedule information session to recruit staff volunteers.
- Facilitate 2016 summer program sessions: July 11-12, and 18-20.
- Continue to plan ON TO 2050 FLIP Forum (Scheduled for July 20th).



PERFORMANCE-BASED PROGRAMMING PROGRAM

Program Oversight: Jesse Elam

Performance-based funding is a major transportation policy priority of GO TO 2040, and the “Invest Strategically in Transportation” chapter devotes an implementation action area section to “Finding Cost and Investment Efficiencies.” While the Plan also recommends new or innovative revenue sources, the larger emphasis is on making more cooperative, transparent, and prioritized decisions, using the best evaluation criteria possible. This core program carries out MPO programming functions (CMAQ, Transportation Alternatives) and refines the region’s capacity to evaluate the larger universe of transportation expenditures and needs in northeastern Illinois. It also carries out federal requirements related to performance measurement and the Congestion Management Process.

TAP/CMAQ Program Development and Refinement of Methods

Project Manager: Doug Ferguson

Team: Murtha, Schmidt, Frank, Menninger, Nicholas

Description: As part of this project, work on the FFY16-20 CMAQ and FFY15-16 TAP programming cycle will be completed with CMAP Board and MPO approval expected in fall. Staff will also continue making improvements to analysis methods in discussion with CMAP committees.

Products and Key Dates: CMAP Board and MPO Policy Committee approval of program (October 2015); method improvements (on-going).

3rd Quarter Progress:

- Continued the internal review of the selection process and evaluations methodologies and developed proposed changes for the next call.

4th Quarter Objectives:

- Present proposed selection process and evaluation methodology changes to the CMAQ Project Selection Committee and the Transportation Committee for the next call for projects.



Defining Investment-Performance Relationships

Project Manager: Todd Schmidt

Team: Bozic, Hollander, Menninger, Peterson

Description: A key aspect of performance-based planning and programming is being able to predict system-level performance resulting from a given level of investment. Such a relationship can be used to help develop performance targets and also to determine the expected results from implementing programmed projects. This project will develop investment-performance relationships for three to four indicators, e.g., pavement condition, congestion, and ridership, selected through the committee process. Staff will seek to estimate transit asset condition through partnership with RTA.

Products and Key Dates: Scope of work (August 2015); memo to committees on findings and recommendations (March 2016).

3rd Quarter Progress:

- Continued development of bridge condition forecasting model. Improvements to the model include analyzing only structures on the NHS, meet different budget constraints, and condition constraints.
- Initiated a process to incorporate TIP projects into bridge condition forecast.

4th Quarter Objectives:

- Continue to develop bridge condition forecasting model to include a variety of bridge improvement types and include TIP projects in the analysis.
- Share bridge condition forecasting model with partner agencies at the Bridge Condition Forum.
- Compare HERS-ST model speed output with probe data to determine if HERS-ST can be used for congestion related investment-performance relationships.

Highway Needs Analysis

Project Manager: Claire Bozic

Team: A. Brown, Murtha, Schmidt, Frank

Description: This project will continue the performance measure-based highway needs analysis from FY15, including engagement with highway agencies and CMAP committees, and will include the specific identification of highway bottlenecks, including freight bottlenecks. The objective is to identify the most significant mobility, reliability, safety, condition, and other



“deficiencies” on the arterial and expressway network to help determine the locations most in need of improvement. A set of planning priority factors will also be developed through the committee process.

Products and Key Dates: Planning priority factors identification (September 2015); bottleneck identification (December 2015); committee engagement and refinement of needs analysis (ongoing).

3rd Quarter Progress:

- Developed a dataset with score information for the NHS system.
- Developed a tool that automates, to the extent possible, collection of score information for individual projects in a shapefile.
- As a test, collected score information for IDOT multiyear program projects.
- Developed a NHS system network flag input file to aid in model results analysis for the project.
- Met with IDOT staff to present scoring method.
- Planning factors have been identified, and methods to assign them to the network have been explored.

4th Quarter Objectives:

- Conflate the model network to the IRIS file to allow transfer of planning factor results to the scoring dataset.
- Incorporate IDOT ADA accessibility survey into the intersection scoring procedure.
- Adapt scoring information and methods to freight strategy paper analysis needs.
- Continue application of scoring data to CMAP processes and products.

Development of Reliability Estimation Methods

Project Manager: Tom Murtha

Team: Schmidt, Frank, Nicholas

Description: Highway travel time reliability is important both for passenger travel and for freight operations. This project will develop methods to estimate the change in reliability resulting from capital projects and operational strategies in the region. The project will also include an estimation of incident causes and an attempt to understand and predict the



secondary impacts of incidents using an incident reconstruction procedure to visualize these effects.

Products and Key Dates: Implementation of a sketch-planning tool to estimate reliability impacts (March 2015); draft alternative transportation operations strategies to improve travel time reliability (December 2016); feasibility report on incident reconstruction (FY 2017).

3rd Quarter Progress: Staff drafted and presented a technical evaluation of railroad grade crossings, a major source of reliability problems on the arterial system, to the Regional Transportation Operations Coalition.

4th Quarter Objectives: Prepare draft alternative transportation operations strategies to improve travel time reliability as part of the ON TO 2050 management and operations strategy paper.

Improvement of Economic and Environmental Analysis Tools

Project Managers: Jesse Elam, Elizabeth Irvin

Team: Frank, Menninger, Beck, Beata, Komp

Description: In past evaluations of capital investments, CMAP has estimated both environmental and economic impacts of candidate transportation improvements. This project will improve CMAP's capability to estimate economic impacts at a smaller scale and establish methods for production-level benefit-cost evaluations. This project will also develop methods to analyze economic benefits to shippers as well as to specific industry clusters. Lastly, the project will review past methods for calculating environmental impacts and recommend appropriate methods for future capital project evaluations.

Products and Key Dates: Memo to committees on findings and recommendations (December 2015); analytical improvements (on-going).

3rd Quarter Progress:

- Presented summary of past economic analysis and potential new directions to Economic Development Committee.
- Prepared draft qualitative scoring system for economic development impacts.
- Rewrote macros for TREDIS and conducted reasonability checks on travel impacts and market access benefits.

4th Quarter Objectives:

- Continue to develop qualitative scoring system.



- Complete TREDIS testing.

Performance Monitoring

Project Manager: Tom Murtha

Team: Schmidt, Nicholas, Frank, Rodriguez

Description: This project oversees the diverse efforts undertaken at CMAP to monitor the performance of the transportation system, including on-going data acquisition, processing, visualization, and updating of the performance measurement pages on the CMAP website.

Products and Key Dates: Detailed scope of work (July 2015); development of quarterly performance report template (August 2015); quarterly updates (on-going); annual calculation of vehicle miles travelled (VMT) (January 2016); general performance measurement webpage update (June 2016).

3rd Quarter Progress: Completed first draft quarterly congestion report (without incident or weather data from the Regional Transportation Data Archive). Completed annual calculation of expressway vehicle miles travelled (VMT) and transmitted to IDOT. CMAP published a [policy update](#) regarding our expressway-system crash scans, highlighting the relationship between highway congestion and crash rates.

4th Quarter Objectives: Publish the first quarterly congestion report.

Greenways and Trails Plan Update

Project Manager: Brian Daly

Team: Beck, Brown, Murtha, O'Neal

Description: The Regional Greenways and Trails Plan was published in 2009 and in many cases relied on data of an older vintage. This project will update the plan by revisiting originally proposed trails to ensure they are still valid recommendations, proposing new linkages where appropriate using a consistent and transparent definition of a regional trail, and making any technical corrections needed, such as trail name changes or altering alignments to reflect local planning. A stakeholder engagement process is expected, as well as a mechanism to tie this product and Green Infrastructure Vision more closely together.

Products and Key Dates: Full scope of work (August 2015); draft of report and GIS data set posted online (June 2016); project complete FY 17.

3rd Quarter Progress:

- Presented plan update to Bicycle and Pedestrian Task Force.



- Began review of status of trails from 2009 Greenways and Trails Plan in Bikeway Inventory System and subsequent local and subregional plans. Completed initial review and draft proposals for Lake, DuPage, and McHenry Counties and the NWMC planning area.
- Scheduled meetings with Lake County (DOT and LCFPD), DuPage County (DOT, DMMC, DPFPD), and NWMC (meetings held in early Q4).

4th Quarter Objectives:

- Complete remaining initial maps of draft recommendations by subregion for meetings with stakeholders.
- Continue to schedule and hold meetings with regional stakeholders to review draft recommendations.
- Present progress to and receive feedback from Bicycle and Pedestrian Task Force in June.

Transit Ridership Growth Study

Project Manager: Martin Menninger

Team: Elam, N. Peterson, Bozic, consultant services

Description: The GO TO 2040 plan includes goals to significantly increase public transit ridership over the next 25 years. This study will evaluate more specifically what is needed to reach this goal, including transit investments to increase capacity, policy changes related to parking, roadway pricing, and land use, and changes in external factors related to demographics, travel preferences, and business locations. The results will be used to inform the selection of strategies and the process of setting targets for ridership growth in the region in the next long-range plan. A collaborative effort with RTA and the transit service boards is intended in this project.

Products and Key Dates: Draft report (June 2016); final report (August 2016).

3rd Quarter Progress:

- Nearly completed modeling.
- Began cost estimates to calculate cost-effectiveness of strategies.
- Refined visualizations of strategies.

4th Quarter Objectives:

- Complete modeling.



- Summarize findings and share with partners.
- Explore potential measures and targets for long range plan.

RESEARCH AND ANALYSIS PROGRAM

Program Oversight: David Clark and Craig Heither

GO TO 2040 calls for improved access to information and development of advanced modeling and forecasting tools. This core program's primary mission is to ensure that CMAP staff and planning partners have access to quality data resources and state-of-the-art analysis tools supported by a well-trained research team that is fully engaged in the technical implementation challenges of the plan.

This program serves as a primary data resource for regional land use and transportation planning in our region and supports CMAP's on-going data exchange and dissemination activities. It provides data and technical support to several on-going regional planning and policy initiatives including implementation of GO TO 2040. The program benefits CMAP staff and partners who rely on current and reliable data resources to conduct planning analyses.

This program also serves CMAP's longstanding commitment to preparing regional forecasts and modeling analyses to support transportation, land use, and environmental planning. In addition to maintaining standard modeling procedures essential to regional program and plan evaluations, this program implements CMAP's strategic plan for advanced model development in response to priority policy analyses and comprehensive regional planning questions established by GO TO 2040.

Regional Inventories

Project Manager: David Clark

Team: A. Brown, Cruise, Drennan, Dryla-Gaca, Morck, Pedersen, N. Peterson, Vernon, Hallas, Interns, new Assistant Analyst

Description: Development and maintenance of specialized datasets used in policy analysis, programming decisions and modeling activities. On-going tasks include maintaining and updating regional datasets such as: land use inventory, development database (NDD), employment estimates, bikeways inventory (BIS), and Facilities Planning Area (FPA) boundaries. Also for FY16 are the continued development of a Local Technical Assistance data archive as well as an inventory of bicycle count studies and development of a comprehensive traffic signal inventory.



Products and Key Dates: 2013 Land Use Inventory update (June 2016). Employment data (updated 2x/year). NDD and BIS datasets (updated quarterly). Aerial imagery scanning project (1980 set completed September, 2015). FPA, LTA archive (on-going). Bike Count Data Repository (prototype, September 2015; in production by December 2015). Traffic Signal Inventory (design and work flow established March 2016, production begins in Q4). Product documentation (on-going). Coordinate with Data and Information Services for internal and external access (on-going).

3rd Quarter Progress:

- Land Use Inventory: Production phase of 2013 Update completed, quality control in progress.
- Development Database: Completed review of “under construction” records in CoStar database; review of “planned” developments underway. Records for Aurora under review in preparation for local review meeting with city staff. Conceptual discussion of query and reporting tool that will report out NDD summary data by custom geography.
- Employment: Incorporated results from Local Government Employment Survey into master geocode file. On-going cleanup of 2015 records, focusing on using third-party data to help break out companies that only report a headquarters address. Met with consultants working on the CMAP long-range socioeconomic forecast to devise a new control total methodology. Provided preliminary 2015 wage and employment summaries at the subzone level for staff analysis.
- Bikeways Inventory: City of Chicago bikeways/bike routes and Lake County 2040 Non-Motorized Transportation Plan data added to BIS.
- LTA Archive: Finalized tool for processing land use recommendations for completed projects; evaluated several projects for inclusion, with one additional project (Norridge) added in Q3. Documentation updated and shared with staff.
- New Dataset Development: Initiated development of master intersection file that will serve as the foundation of the Highway Traffic Signal Inventory (HTSI).

4th Quarter Objectives:

- Land Use Inventory: Completion of 2013 Update quality control; post data for staff use; finalize documentation. Apply corrections to 2010 Inventory for 2010 and post v.2 internally and on Data Hub. Begin to develop approach for 2015 Update.
- Development Database: On-going review of CoStar and other data sources to keep database current; reinstate local publication review. Finalize data query and reporting tool. Hold local review meeting with Aurora and begin preliminary research for meeting with Joliet in FY17.



- **Employment:** Continued cleanup of 2015 data, including headquarters and school district breakouts. Finalize and document new control total methodology and provide updated estimates for 2000, 2010 and 2015 at all geographies.
- **Bikeways Inventory:** Incorporate new plan data as they arrive. Provide support as needed to staff working on the Regional Greenways and Trails Plan update.
- **LTA Archive:** Continue to archive recommendations for completed projects. Finalize and document processing tool for new projects.
- **Historic Aerials Archive:** Posting of 1980 aerials on Imagery Explorer (contingent on I.T. contractor availability). Begin scanning/georeferencing of 1990 series.
- **New Dataset Development:** Finalize Signal Inventory master intersection file, develop tools for incorporating traffic signal data from partner agencies. Prepare input data for Bike Count Database.

Data and Information Services

Project Manager: David Clark

Team: Bozic, A. Brown, Drennan, Dubernat, N. Ferguson, Hallas, Matthews, Pedersen, Vernon

Description: Maintain in-house collection of public datasets: acquire and catalog new releases and archive obsolete datasets per established schedule. Monitor procurement and licensing of proprietary datasets and enforce dissemination restrictions. Maintain agreement for regional aerial imagery acquisition efforts. Maintain CMAP Data Hub, posting new or updated datasets as they become available; coordinate maintenance activities with IT. Respond to public requests for static data and information. Respond to external requests for data housed at CMAP and to assist in directing requestors to appropriate sources of information such as Census or other agencies. Respond to Freedom of Information Act (FOIA) and Developments of Regional Importance (DRI) requests. Maintain status as Census State Data Center (SDC) Coordinating Agency and render assistance to SDC Lead Agency as time and resources permit.

Products and Key Dates: Schedule, procure, and document of public and proprietary datasets (on-going). Populate Data Hub with agency datasets as they are released (on-going). Accessible documentation of external data (including FOIA) requests, record of responses and inventory of personnel and level-of-effort required to complete (on-going).

3rd Quarter Progress:

- **Internal Data Library:** New datasets added to the Data Depot including high-resolution 2014 aerial imagery and updated NAVTEQ street network; also, highway and rail modeling network data corresponding to the latest conformity will now be regularly added to the Depot. Major reorganization of transportation-related datasets underway;



datasets copied to new locations and will co-exist with old-location versions until early May to allow for smoother transition.

- **External Data Requests/FOIA:** A total of 81 external requests and four FOIA requests were handled in the second quarter (one pending completion as of 3/31).
- **Data Sharing Hub:** Added datasets providing crash rates on the region's expressways and land surface temperature estimates based on satellite imagery.

4th Quarter Objectives:

- **Internal Data Library:** Continue to acquire data following the public data acquisition calendar schedule; continue to develop wiki pages for those public datasets that currently lack one. Assist staff in identifying/acquiring datasets not currently in the CMAP data library. Finalize reorganization of Transportation section by removing obsolete folders.
- **External Data Requests/FOIA:** Respond to/document external and FOIA requests as they arise. Explore alternatives to SharePoint for cataloging external request documentation.
- **Data Sharing Hub:** Add new datasets/update recurring datasets as they become available. Continue investigation of potential transition to DKAN environment.

Advanced Urban Model Implementation

Project Manager: Craig Heither

Team: Bozic, Rice, N. Peterson, A. Brown, Cruise

Description: FY 2015 concluded implementation of the agency's strategic plan for advanced model development which established guidelines and priorities for improving the policy responsiveness of CMAP's forecasting, evaluation, and analysis tools over a 10-year period. Many of the modeling improvements incorporate advanced agent-based and microsimulation techniques that provide more robust sensitivity to the policy objectives of GO TO 2040. Major tasks for the fiscal year are to develop procedures and input datasets to transition the freight and dynamic traffic assignment demonstration models into production-quality analysis tools, which can help address policy questions asked during development of the region's next comprehensive plan. This project will also promote and support the use of existing advanced modeling products among partners and GO TO 2040 implementation efforts.

Products and Key Dates: Support congestion pricing, transit modernization and major capital project implementation efforts at CMAP and among partners (on-going). Develop advanced modeling tool input datasets (on-going). Advanced urban model data maintenance plan (June 2016).



3rd Quarter Progress:

- Activity-Based Model:
 - Consultant updated the population synthesizer using more recent Census data, finalized procedures to automate the calculation of network travel costs by mode, implemented model code revisions and efficiencies to the transit path-building procedures, and continued development of calibration analysis scripts and summaries.
 - Staff provided consultants with several datasets and documentation to assist with model calibration and validation, and improved the set of scripts used to analyze mode run results. Staff successfully implemented and tested all model code updates, including compiling the Java source code.
 - Implemented model code revisions have resulted in significantly decreased run times for the ABM.
- Freight forecasting:
 - Continued model code testing and development of the national supply chain model: modified the transport cost minimization function used to represent shipper choices to accurately retain the selected transport mode, and corrected code for the sub-model that estimates shipment weight.
 - Began validating commodity flow data from the freight model with comparisons to various data sources (FAF, 2012 Commodity Flow Survey public use microdata, waterborne commerce and rail public waybill sample). Developed domestic transport distances by mode for the freight model consistent with FAF definitions.

4th Quarter Objectives:

- Activity-Based Model: Consultant will complete the scope of work and convey final deliverables. Consultant will finish model calibration and validation, and the Task 3 deliverable (a memo detailing survey data collection needs to inform the ABM). Staff will implement model changes to the traffic assignment procedures to allow for more user classes based on value-of-time and will perform some model sensitivity tests.
- Freight forecasting: Finish validation of national/regional commodity flows. Complete revisions to the truck touring model code and analyze ATRI data for validation of truck touring model. Begin implementing procedural improvements to truck touring logic, including introducing stops at the modeling zone level for consistency with the regional travel demand model.



Travel and Emissions Modeling

Project Manager: Nick Ferguson

Team: Heither, Bozic, Rodriguez, N. Peterson, Clark

Description: Maintenance and enhancement of existing MPO travel demand models, including incorporation of procedural improvements into production models as well as continuous updates to regional highway and transit network databases. Major tasks are to provide travel demand forecasts for major capital project evaluations and conformity analyses. Continue evaluating improved methods for representing commercial vehicle movements within the travel demand models.

Products and Key Dates: Validated regional travel demand model and documentation (ongoing). Air quality conformity analyses (scheduled twice annually). Support major capital project evaluations and other GO TO 2040 initiatives (as prescribed). Travel Demand Model Validation report (June 2016).

3rd Quarter Progress:

- Continued data development for validation. This included processing CTPP worker flows and comparing them to modeled work trips, as well as analyzing HERE data compared to modeled travel times and speeds.
- Revisions were made to the model's transit procedures to develop better travel cost estimates.
- Outlined 2016 travel demand model validation report
- Continued to evaluate more refined method of measuring level-of-service impacts using congestion enumeration function. Added the ability to output CVHT by auto and truck.
- Continued work on intersection analysis tool that applies intersection-specific turn data.

4th Quarter Objectives:

- Finish evaluation of highway congestion enumeration function
- Finalize 2016 travel demand model report
- Continue work on intersection analysis tool
- Begin to apply knowledge from freight model to improve how commercial vehicles are represented in regional travel demand model
- Move model base year to 2015 and update GTFS inputs



- Begin to explore target areas for development of finer-grained modeling zone system.

Transportation Data Analysis

Project Manager: Jose Rodriguez

Team: Heither, Bozic, Rice, A. Brown, Cruise

Description: Develop and maintain transportation data and analysis methods for planning and policy analysis within CMAP. Major tasks are to support transportation program development and performance analyses, and to provide on-going small area traffic forecast assistance to regional partners. This project also includes development and support of the Transportation Data Archive, incorporates the catalog of CMAP-prepared traffic projections and houses CMAP's annual traffic count data collection activities.

Products and Key Dates: Complete small area traffic forecast requests (on-going). Refinement of CMAQ bicycle demand analysis tool (September 2015). Develop and introduce new applications for Transportation Data Archive (June 2016). Develop prototype dynamic traffic assignment results viewer (June 2016).

3rd Quarter Progress:

Small Area Traffic Analysis

- Completed 55 Small Area Traffic Forecasts in January, February, and March 2016.
- 3 IDOT and Illinois Tollway major capital multi-scenario projects completed: I-55 @ Airport Rd and @ IL 126, I-294 @ 88th Avenue New NB On/Off Ramps in Justice I-90 @ Lee Street, I-88 @ IL 47. 2 large corridor IDOT projects in Will County undergoing final consideration of Year 2040 ADT projections – I-80 from Ridge Road to US 30 (Will County) and IL 53 from I -80 south to West Arsenal Road.
- For selected projects, graphic images of road corridors with current and future projection data now prepared (using Adobe Image tools) and provided to requesting agencies/consultants.
- Continued evaluating intersection improvement analysis tools - to better reflect impact on intersection level-of-service, focusing primarily on effect of peak period green cycle time adjustments to base timing cycles. Macro scripts were developed to perform the evaluation.

Bicycle Switching Model Activities

- Continued performing maintenance and improvement (e.g. consolidation) of the preprocessing scripts used to set up input datasets for the Bike Model. Specifically, scripts for calculating a Bicycle Level-of-Service (BLOS) for the IRIS network, as well as



generating a traffic volume for local streets using trip generation data derived from the regional travel demand model.

- Generated a new correspondence file for updated IRIS and NAVTEQ datasets. The Bike Model uses a correspondence to transfer the BLOS scores (calculated for IRIS links) to NAVTEQ (for path-building application). The new correspondence file uses an entirely new conflation procedure and is pending QC review.
- Presentation made on the Bike Model to the CMAP Bicycle and Pedestrian Task Force on 3/16. The presentation provided an overview of the purpose as well as modeling procedures, and led to a discussion among task force members regarding the utility of the model for CMAQ project evaluation.

Transportation Data Archive

- Explored feasibility of obtaining and adding sub-IDOT (such as County road, local road) link datasets to archive and also smaller more recent Small Area Traffic Forecast datasets (e.g. October 2014 Plan Update – c14Q3 to present).
- Refined 50 files with 24-hour intersection turning movement counts (at IDOT locations) extracted using Python methods and had files uploaded to existing SharePoint intersection count folder. Links to counts also added to count location layer on SATF Map Tool.

4th Quarter Objectives:

Small Area Traffic Forecasts

- Continue fulfillment of SATF forecast requests, with March 2016 conformity network.
- Continue evaluation of intersection improvement analysis tools – expand number of intersections and operating conditions as well as consolidation and expansion of model-year applicability of currently-used macro scripts.
- Gather consultant and agency feedback for interest in and development of web-based tool for obtaining future year ADT data for non-transportation network capital improvement projects (e.g. commercial development sites, vision plans).

Bicycle Switching Model Activities

- Complete QC review of new BLOS from IRIS to NAVTEQ conflation procedure.
- Explore implementation of a Level of Traffic Stress measure, which may become an alternative to the currently-used BLOS measure, based on discussion with members of the Bicycle and Pedestrian Task Force.



Transportation Data Archive

- Explore upload of select SATF data from c14Q3 conformity onward (with more rigid topography) with relevance to Construction Management data being prepared by CMAP staff.
- Refine Python methods to identify and extract useful turning movement volume data from IDOT counts not consisting of 4 intersection legs with full-turn capabilities.

Summer Field Data Collection

- Complete projects requiring only 1 person recommended by CMAP Performance-Based Programming staff.

Survey Research

Project Manager: Craig Heither

Team: N. Ferguson, Matthews, Lopez

Description: Implement strategic plan for survey research at CMAP, which establishes a strategy and management concept for conducting on-going survey research at the agency. FY16 tasks are focused on continuing to build professional capacity in survey development and execution. Major tasks are to continue analyzing the use of spatial location data to infer activities and to conduct a pilot test survey among staff.

Products and Key Dates: Evaluation of pilot test (January 2016). Survey database structure design (April 2016). Compendium of travel survey “best practices” research scans (June 2016).

3rd Quarter Progress:

- Staff continued to build professional capacity in survey research development, administration and management by completing a 3-day survey training course: Survey Workshops – Design and Data Analysis.
- Completed second round of prompted recall survey pilot study using CMAP volunteers. Began final evaluation memo focusing on the delivery of the prompted recall survey and the use of GPS trace data to infer travel activity and as a potential tool for real-time survey quality control.
- Completed design of Bicycle Usage Survey to collect data which will be used to calibrate the coefficients in the Bicycle Switching Model being developed for CMAQ project evaluations. The web-based survey launched on March 16; the Spanish-language version launched on March 24.



4th Quarter Objectives:

- Finalize evaluation of prompted recall pilot study. Develop prototype survey database design for prompted recall survey with GPS trace data.
- Continue data collection and outreach for Bicycle Usage Survey.

Plan Indicator Tracking

Project Manager: Noel Peterson

Team: Heither, N. Ferguson, A. Brown, Cruise

Description: The GO TO 2040 plan update includes an expanded set of indicators to track the plan's progress toward implementation. The major task for the fiscal year is collection and analysis of indicator data in order to update CMAP's database of current plan indicator values.

This will support continued analysis of plan implementation progress and development of the annual plan implementation report. Coordinate with managers of plan development strategies on need to modify or replace existing plan indicators for next regional comprehensive plan; monitor impact of MAP-21 requirements on plan indicators.

Products and Key Dates: Maintenance and update of plan indicator values (on-going). Data analysis and support for annual plan implementation report (November 2015). Inventory of potential indicator changes due to MAP-21 requirements and next plan development (June 2016).

3rd Quarter Progress:

- Updated four plan indicators (Public Supply Water Demand; STEM Employment Change; Venture Capital Funding; Regional Government Transparency Index) and one kindred indicator (Farmers' Markets in the Region).
- Determined that the final MAP-21 performance measures do not overlap with any current indicators, so no modifications are necessary at this time.

4th Quarter Objectives:

- Coordinate with Plan Development strategy team leaders on potential indicators for next plan.
- Continue collection and analysis of indicator information as data releases become available.



TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Program Oversight: Management staff

This program develops and actively manages the region's TIP. The CMAP Board and MPO Policy Committee program, track and actively manage the use of local, state, and federal transportation funds through the Transportation Improvement Program (TIP). The purpose of the TIP is to establish and implement a short-range transportation program implementing the long-range transportation goals identified in GO TO 2040. Products developed under this work program also assess accomplishment of the TIP, evaluate how it meets the goals of GO TO 2040, and move the region toward performance-based programming.

Federal, state, and local policies and regulations are analyzed to assure CMAP's TIP satisfies these requirements. The region is required by federal law to develop and maintain a fiscally constrained TIP which, together with the fiscally constrained major capital projects in GO TO 2040, conforms to the State Implementation Plan (SIP) demonstrating how the region will attain national ambient air quality standards.

Transportation Improvement Program (TIP) Development and Management

Project Manager: Teri Dixon

Team: Dixon, Dobbs, Kos, Maddux, Patronskey, Pietrowiak

Description: Work with stakeholders in the region to align the TIP with GO TO 2040. Use robust reporting to influence implementers' project choices and move the region toward performance-based programming. Ensure all local, state and federal requirements are met including fiscal constraint, public involvement, data accuracy, documentation and reporting. Maintain on-going communication with state and federal agencies to ensure that the region is aware of changes to state and federal requirements and that these agencies understand the programming needs of the region. Manage TIP line item project entry and changes; process TIP change approvals through the Transportation Committee and MPO Policy Committee. Develop an annual obligation report, documenting accomplishment of capital projects in the region.

Products and Key Dates: TIP with updates and amendments (as needed); consultation with local, state, and federal agencies (on-going); TIP documentation including map, fiscal marks, general public brochures, training materials/courses, and web pages (on-going); annual obligation analysis report (December 2015); analysis of expenditure information to identify spending trends (Spring 2016), fiscal marks (October 2015).



3rd Quarter Progress:

- TIP with Updates and Amendments

Regular review of TIP updates and amendment requests from programmers and programmer assistance continued. One TIP amendment was approved at the November 20, 2015 Transportation Committee meeting. A semi-annual conformity analysis and TIP amendment was approved at the March 9 and March 10, 2016 CMAP Board and MPO Policy Committee meetings, respectively.

- TIP Documentation

The TIP summary brochure and interactive TIP map continued to be updated to reflect TIP amendments made this quarter. Began update to functional classification workbook.

- Analysis of expenditure information to identify spending trends

Data has been shared with the performance based programming group for analysis and inclusion in a snapshot report for the next comprehensive plan.

- Annual Obligation Analysis Report

The FFY 14 obligation analysis report was published. Work began on the FFY 15 report.

- Consultation with local, state and federal agencies

The TIER II Consultation team met to consider the conformity amendment and designation issues. Staff attended NIRPC meetings to help maintain a working relationship with them.

- Fiscal Marks

Began updating the FFY 2016 State/Regional Resources table to reflect apportionment levels from the FAST act.

4th Quarter Objectives:

- TIP with Updates and Amendments

Two amendments to the TIP will be considered by the Transportation Committee.

- TIP Documentation

Update the TIP summary brochure will to reflect TIP amendments made this quarter. Complete update to functional classification workbook. Train planning liaisons as needed.



- Annual Obligation Analysis Report

Continue work on FFY 15 obligation information and analysis. Staff will gather information and work with partner agencies.

- Consultation with local, state and federal agencies

No consultation on TIP amendment issues anticipated.

- Fiscal Marks

Complete update to FFY 2016 State/Regional Resources table.

Conformity of Plans and Program

Project Manager: Ross Patronsky

Team: Bozic, Dobbs, Heither, Kos, Pietrowiak

Description: Northeastern Illinois has historically not attained national ambient air quality standards for certain pollutants. It is currently classified as a non-attainment area for the 8-hour ozone standard adopted in 2008, and is recommended for non-attainment status for the 2012 fine particulate matter (PM_{2.5}) standard. In addition, federal regulations require the region take steps to continue meeting prior ozone and PM_{2.5} standards.

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

Products: GO TO 2040/TIP Conformity analyses (as needed, minimum of twice a year in October and March); documentation of conformity process (on-going); updated data used in conformity analyses (on-going); support for development of State Implementation Plans (as needed); analyses of air quality issues for regional decision-makers (as needed); mobile source greenhouse gas emissions estimates to support other agency work (on-going); Agendas, meeting minutes, and supporting materials for the Tier II Consultation Team (as needed).



3rd Quarter Progress:

- GO TO 2040/TIP conformity analyses
 - Revised emissions inventories.
 - Released conformity analysis and GO TO 2040/TIP amendment for public comment.
 - Obtained CMAP Board and MPO Policy Committee approval of conformity analysis and GO TO 2040/TIP amendment.
- Documentation of conformity process
 - No action required.
- Updated data used in conformity analyses
 - Worked with IT to install MOVES2014a; installation completed in prior quarter failed to function properly.
 - Obtained concurrence from Tier II Consultation Team in use of updated monthly and daily VMT distribution data.
 - Developed vehicle population input using most recent Secretary of State data.
- Support for development of State Implementation Plans
 - Developed emissions inventories to compare with IEPA inventories – values were significantly different.
 - Shared CMAP inputs with IEPA and US EPA for comparison purposes.
 - Conducted test run using “projected” vehicle age distribution; am arguing against using this distribution for budgets.
- Analyses of air quality issues for regional decision-makers
 - No action required.
- Mobile source greenhouse gas emissions estimates to support other agency work
 - No action required.
- Agendas, meeting minutes, findings and interagency agreements, and supporting materials for the Tier II Consultation Team
 - Held Consultation meeting on February 29, 2016.



4th Quarter Objectives:

- GO TO 2040/TIP conformity analyses
 - Collect updated data for conformity amendment to be approved in October.
- Documentation of conformity process
 - No action anticipated.
- Updated data used in conformity analyses
 - Complete installation of MOVES2014a.
- Support for development of State Implementation Plans
 - Continue discussions with IEPA regarding budgets for proposed ozone maintenance SIP.
- Analyses of air quality issues for regional decision-makers
 - Monitor release of regulations on fine particulate standard for region's potential to become unclassifiable/attainment.
- Mobile source greenhouse gas emissions estimates to support other agency work
 - Test application of greenhouse gas emissions on municipal-level VMT.
- Agendas, meeting minutes, findings and interagency agreements, and supporting materials for the Tier II Consultation Team
 - No meetings anticipated. Discussions may be required concerning maintenance SIP development.

CMAQ and TAP-L Active Program Management

Project Manager: Doug Ferguson

Team: Dixon, Dobbs, Patronsny, Maddux, Pietrowiak

Description: Actively manage programs developed by CMAP to ensure that transportation projects proceed in a timely manner and all available funding is used efficiently. Manage the adopted CMAQ and TAP-L programs as specified in the policies adopted by the CMAP Board and MPO Policy Committee. Prepare active program management reports to achieve regional expenditure targets.



Products and Key Dates: Review of CMAQ project status (fall and spring); accomplishment of the annual CMAQ obligation goal (on-going); CMAQ project change request actions (on-going); review of TAP-L project status (on-going); TAP project cost/scope change request actions (on-going); Agendas, meeting minutes, and supporting materials for the CMAQ Project Selection Committee (as needed), Initiation meetings for new project sponsors.

3rd Quarter Progress:

- Review of CMAQ project status

CMAQ and IDOT Local Roads staff met with planning liaisons and the City of Chicago individually on project status.

- Accomplishment of the annual CMAQ obligation goal

Obligations were monitored through regular obligation tracking. Obligations have lagged so far this year; staff is monitoring the situation closely. Work has continued on the over-authorizations of several million dollars of CMAQ funds. CMAQ staff is working to close this loophole.

- CMAQ Project Change Request Actions:

Staff evaluated and analyzed sixteen project change requests. Processing these changes has become difficult as less funding becomes available due to more timely expenditures. Significant staff time is required to review project status and contact sponsors to identify funding to accommodate cost increases.

Staff continues to work on an analysis of cost changes to identify trends and see if any common issues are causing cost changes.

Staff continually receives phone calls and emails regarding possible schedule, scope, and cost change requests and advises appropriately. Additionally, staff reviewed TIP changes to CMAQ projects to ensure accurate reflection of programming status and funding.

- Review of TAP-L project status

Staff sought status of new projects and whether they met the first milestone of having the locally executed local agency agreement sent to IDOT for execution. .

- TAP project cost/scope change request actions

Two projects have made requests that staff are currently working to resolve.

- CMAQ Project Selection Committee support

Prepared agendas and supporting materials for April 7, 2016 committee meeting.



- Initiation Meeting for new project sponsors

No action this quarter.

4th Quarter Objectives:

- Review of CMAQ project status

Complete May CMAQ Status updates.

- Accomplishment of the annual CMAQ obligation goal

Tracking of FFY 2016 obligations relative to the obligation goal will continue. Staff will continue working with transit agencies, CDOT, IDOT, FHWA, and FTA to enhance the FTA transfer and grant approval process to speed up federal authorizations.

- CMAQ Project Change Request Actions:

Process committee actions on change requests for April 7, 2016 CMAQ Project Selection Committee meeting. Continue to provide support to project sponsors.

- Review of TAP-L project status

Continue to track milestones as identified in sponsor guidance. Several large projects have been delayed which has slowed the obligation of funds. Staff is reviewing options to increase the obligation of northeastern Illinois' allocation by the end of the federal fiscal year.

- TAP project cost/scope change request actions

Continue monitoring TIP changes to ensure no changes were made to the TIP that were not pre-approved for TAP-L projects.

- CMAQ Project Selection Committee support

Prepare agenda and supporting materials and staff for the July 7, 2016 Committee meeting.

- Initiation Meeting for new project sponsors

No action needed at this time.



Local STP Active Program Management and Council of Mayors Support

Project Manager: Teri Dixon

Team: Dobbs, Maddux, Pietrowiak

Description: Develop fiscal marks and maintain fiscal constraint in local programs in the TIP. Provide guidance and support for the Council of Mayors (COM) and Planning Liaison program. Ensure communication between CMAP and municipal officials. Staff the Council of Mayors Executive Committee.

Products and Key Dates: Fiscal marks (on-going), program management reports and recommendations (on-going); locally programmed project status assessments; talking points for CMAP staff participating in COM/COG/TC meetings (on-going); agendas, meeting minutes, and supporting materials for the Council of Mayors Executive Committee (September 2015, November 2015, January 2016, May 2016).

3rd Quarter Progress:

- **Fiscal Marks:**
Worked with IDOT to update STP-L and STP-C marks for FFY 16 to reflect the FAST act.
- **Program Management Reports and Recommendations:**
Staff continued to track obligations and prepared the FFY15 STP-L expenditure report. Conducted an STP-L working group to discuss spending down the unobligated balance.
- **Talking Points for CMAP Staff Participating in COM/COG/TC Meetings:**
Talking points are updated after every weekly email, if relevant. Talking points are also updated as staff makes requests to inform local municipalities of reports, classes or other relevant information.
- **Locally Programmed Project Status Assessments:**
CMAP and IDOT Local Roads staff met with planning liaisons and the City of Chicago individually on project status.
- **Outreach with Councils and Local Municipalities:**
Staff continues to participate in sub-regional Council of Mayors transportation technical meetings to supply technical support to the PLs, municipal engineers and managers.
- **Council of Mayors Executive Committee:**
No action required this quarter.



4th Quarter Objectives:

- Fiscal Marks
Present new marks to Council of Mayors Executive Committee reflecting the FAST act.
- Program Management reports and recommendations
Complete update to the STP-L status report. Continue to hold STP working group meetings to address the unobligated balance.
- Locally programmed project status assessments
Continue to provide assistance to programmers on accomplishing local projects.
- Talking points for COM/COG/TC meetings
Continue to update the talking points. Begin working with outreach staff on enhancements to the talking points. Prepare or consider alternatives for preparing written reports for technical meetings.
- Council of Mayors Executive Committee support
Prepare agenda and materials for the April and July, 2016 meetings.

TIP Database Management

Project Manager: Kama Dobbs

Team: Dixon, Kos, Maddux, Patronskey, Pietrowiak

Description: Maintain and enhance the TIP database for use by local elected officials, implementers, staff and the public. Maintain and enhance reports, analyses and visualization tools for use by local elected officials, implementers, staff and the public. Provide data on how the project developers in the region invest capital transportation funds and ensure that fiscal constraint requirements are met.

Products and Key Dates: TIP database and web interface for implementer, staff, and public use (on-going); updated documentation and training materials for internal and external users, partners and the public (on-going); exports of TIP data for use in public maps, analytic maps, dashboard presentations, and other analyses (on-going).

3rd Quarter Progress:

- TIP Database maintenance
There was no action needed this quarter.



- Documentation and training materials

There was no action needed this quarter.

- Exports of TIP data

Regular data exports occurred under the Transportation Improvement Program (TIP) Development and Management project. Clean-up of incomplete data continued and new data fields were added and populated to prepare for import into the integrated database.

4th Quarter Objectives:

- TIP Database maintenance

With the rollout of eTIP, maintenance of the database will be discontinued.

- Documentation and training materials

With the rollout of eTIP, documentation for users of the database will be discontinued.

- Exports of TIP data

With the rollout of eTIP, Staff will be completing final data exports from the database prior to giving IT the go-ahead to disable the SQL server.

Integrated Transportation Planning, Programming and Tracking Database Development (New for FY15)

Project Manager: Kama Dobbs

Team: A. Beata, Bozic, Clark, Dixon, Dubernat, Elam, H. Beata, Hollander, Kos, Maddux, Murtha, Patronsky, Peterson, Pietrowiak, Tiedemann

Description: The TIP database must have the capacity to interact with other agency tools and products, such as the Congestion Management Process, the Regional ITS infrastructure and the Regional Transportation Data Archive to meet the agency's needs for performance-based programming. Significant extensions of the data structure and backend logic will be required to incorporate new data and analyze it for project programming. Active program management of the TIP must also be enhanced, in particular increasing the scope and timeliness of reporting on accomplishments.

Specific database requirements will be developed in late FY 2014, in coordination with the results of Regional Transportation Performance Measures: Phase 1 Prioritization and Development, Capital Program Data Transformation, and Transportation Data Analysis projects to be completed in FY 2014. The requirements are anticipated to include capabilities to



support more robust project descriptions and cost breakdowns, more detailed obligation and expenditure data, and project-level performance measures. Performance measure data will also be needed for the entire transportation network to support predictive analyses and deficiency analyses.

Products and Key Dates: Customize the proposed SaaS with CMAP styles (1st quarter); implement CMAP TIP business rules and process (1st quarter); implement obligation tracking (2nd quarter); implement document tracking (1st quarter); implement public web site (2nd quarter); implement GIS module (2nd quarter); training, documentation and rollout (2nd quarter); on-going maintenance and enhancements (3rd and 4th quarters).

3rd Quarter Progress:

- Customize the proposed Software as a Service (SaaS) with CMAP styles
Customization of public and secure website styles, in coordination with CMAP Communications and IT staff continued.
- Implement CMAP TIP business rules and processes
Validation of transferred data from the existing TIP database continued. Customization of the software to address CMAP's business rules and amendment procedures continued.
- Implement obligation tracking
CMAP staff investigation of the potential for direct export of data from FMIS continued; the consultant began working with FMIS V data to track and report on federal authorizations.
- Implement document tracking
No action this quarter. The document tracking module is set-up and fully functional.
- Implement public web site
Implementation of the public site continued. Small adjustments in response to CMAP Communications staff review and user input have been made.
- Implement GIS module
Development of the mapping tool continued, with regional trails, and transit routes and points (stops, stations, yards, garages, etc.) added to the map.
- Training, documentation, and rollout
User training began in late March for local agencies, transit agencies, IDOT Districts One and Three, as well as for IDOT Central Office, FHWA, and FTA review staff. A draft



User Guide was developed and distributed during training sessions. Various procedural documents that reference the TIP database were updated for eTIP. The region's programming agencies began reviewing all projects, and using eTIP to complete administrative and formal amendments for consideration by the Transportation Committee in April.

- On-going maintenance and enhancements

No activity needed this quarter.

4th Quarter Objectives:

- Customize the proposed SaaS with CMAP styles

Customization of public and secure website styles, in coordination with CMAP Communications and IT staff will be completed.

- Implement CMAP TIP business rules and processes

Customizations to address CMAP's business rules for processing of TIP amendments, fiscal constraint, and data validation will continue, with focus shifting from change processing to reporting.

- Implement obligation tracking

Coordination with IDOT, FHWA, and FTA to establish the direct transfer of obligation data from state and federal databases to the integrated database will continue. Development of interim tracking tools to be used until direct transfers are established will continue.

- Implement document tracking

Make minor adjustments to the module as needed.

- Implement public web site

The public site will be fully deployed following the April Transportation Committee meeting. Announcement of the site and presentations to interested stakeholder groups will begin this quarter. Enhancements will continue as features are added to the database.

- Implement GIS module

Development of the GIS module, including the ability to extract, display, and download the attributes associated with selected features (roads, structures, etc.) will continue.

- Training, documentation, and rollout



Following the April Transportation Committee meeting, eTIP will become the official record of TIP projects in the CMAP region. Development of training materials and user documentation will continue as features are added to the database. Staff and user training sessions will continue as-needed.

- On-going maintenance and enhancements

Once rolled out in April, the initial development phase of the project will be complete and the on-going maintenance and enhancements phase will begin.

INFORMATION TECHNOLOGY MANAGEMENT PROGRAM

Program Oversight: Matt Rogus

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

Internal Hardware and Software Management

Project Manager: Matt Rogus

Team: Stromberg, Tiedemann, contract support, intern

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

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

3rd Quarter Progress:

- **ArcGIS Business Analyst:** Upgraded staff workstations with 2015 data software.
- **ArcGIS software:** Installed version 10.3 on all staff machines.
- **Remote Data Center Project:** Updated VM hosts at remote data center, implemented additional storage, implemented new 10gb switch, implemented additional storage devices for backup systems at remote data center. Updated documentation.



- **Transportation modeling environment:** Upgraded and reconfigured Mod7 server for traffic database analysis work.
- **Microsoft software:** Reviewed current software licensing and reviewed Skype for business.

4th Quarter Objectives:

- **ArcGIS software:** Begin testing version 10.4
- **Remote Data Center Project:** Develop automatic failover for all critical Mapped drives, Automatic failover for all Home Drives for all or identified users, Setup and configure VMware Site Recovery Manager (SRM) for instant failover for all identified Applications and Offerings, Configure Terminal Server to mimic Chicago TS functionality
- **Transportation modeling environment:** Upgrade modeling workstations.
- **Software:** Renew annual support contracts for Adobe, ESRI, INRO, SAS, SketchUp, Symantec Backup Exec, VMware, SnagIT and Microsoft.

Web Infrastructure Management

Project Manager: Lance Tiedemann

Team: Stromberg, Rogus, contracted support, CMAP project managers of web sites and services

Description: Web infrastructure management consists of procuring, deploying, and administering the hardware, software, and network infrastructure used by web applications and data services hosted at CMAP. Internally, project collaboration and project management have been augmented by several specialized content management systems. Externally, web applications and data services have become critical to the on-going agency mission of deploying technical analysis content to a broader audience. The web infrastructure management defined by this project supports web applications and data services, such as SharePoint (collaboration), CKAN (data sharing web application), MediaWiki (collaboration), the TIP Website (web application), the TIP Map (data service), GIS web mapping, Imagery Explorer (web application), the applicant tracking system (for HR), and several others. In addition, this project includes management of web-specific network infrastructure, such as domain name registration and DNS record management.

Resources: Hardware, software, and network infrastructure used by web applications and data services hosted at CMAP.

Products: Web applications, data services, and collaboration portals.



3rd Quarter Progress:

- **CMAP.Wiki project:** Setup production server, configured LDAP, began updating content for main page, developed numerous help pages, and implemented new MediaWiki theme skin. Reviewed and tested methods to integrate video content into wiki.
- **Hyrell Applicant Tracking:** On-going support of Human resources with account setup and user access issues.
- **SharePoint collaboration portal:** Setup CMAP's tenant space and authentication services for Microsoft Office365 cloud services. Implement an out-of-box Office365 SharePoint instance for testing purposes. Continued to provide on-going support for current SharePoint environment.
- **Outreach Kiosks:** Configured iPads and kiosk stands for Metroquest polling in Aurora.
- **Domain Name Management:** Procured and configured new domain names associated with the On To 2050 plan and other projects.

4th Quarter Objectives:

- **CMAP.Wiki project:** Import content from old server to new production server, continue adding and updating pages. Work with HR and Finance to develop new content.
- **Exchange Online:** Plan migration of CMAP's Microsoft Exchange infrastructure to the Office365 cloud.
- **Historic Aerials Archive:** Develop PAO for modifications to CMAP Imagery Explorer, add 1980 Historic Aerials, modify application to streamline data downloads, continue researching integration of ArcGIS online with application. Implement Google Analytics for site.
- **Data Sharing Hub:** Continue testing DKAN application; build out test and production servers.
- **ArcGIS Online:** Continue research and development activities related to the software. Begin testing integration of aerial imagery comparison template with Imagery Explorer.
- **HR Applicant Tracking System project:** Continue assisting with HR staff.



Information Security

Project Manager: Lance Tiedemann

Team: Rogus, contracted support, CMAP project managers of web sites and services

Description: Information security consists of proactively planning, implementing, and verifying the various tools used to project CMAP infrastructure and data as well as reactively responding to existing threats. This project fulfills these network roles: enhance network assessment processes with invasive testing, automate assessment of local environments, develop additional plans, policies and standards, continue training staff, recommend improvements for increased network and data protection, and implement new tools or services to aid in identifying and reacting to critical conditions (e.g., cyber-attacks, malicious traffic, etc.) This project fulfills these web sites and services roles: enhance website assessment processes with invasive testing, automate assessments of code, develop additional plans, policies and standards, and continue training staff. In addition, this project fulfills the data management role to develop policies and process improvements to ensure that sensitive data is processed and stored under appropriate access controls in compliance with program and regulatory requirements. These roles are fulfilled through the management of security tools, such as SSL certificates, firewall and IPS policies, VPN access, security scanning applications, and monitoring services.

Resources: Firewalls, system and network auditing and monitoring applications, and anti-virus/anti-malware detection and remediation tools.

Products: Infrastructure auditing and monitoring.

3rd Quarter Progress:

- **Security Training for Staff:** Created and presented security training presentation to all CMAP staff.
- **Network Monitoring and AV Platform:** Provided on-going support network monitoring, anti-virus, and software patching tools. Renewed CMAP's two primary security tools.
- **VPN:** Provided on-going support for VPN access for staff and consultants.

4th Quarter Objectives:

- **Security Audit:** Create a scope of work for security audit RFP.
- **Security Training for Staff:** Create video version of the recent staff training session.



Office Systems Management

Project Manager: Ben Stromberg

Team: Brown, Kelley, Rivera, intern, plus other relevant staff

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

Resources: Software applications, telephone system, copiers and printers

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

3rd Quarter Progress:

- **Print Management:** Global default setting changed to default to black and white in order to reduce printing costs.
- **Telecommunications Support:** Updated year-end holiday changes on the phone system.
- **Teleconferencing Support:** Renewed CMAP's contract for GoToMeeting, and reduced the number of user licenses from 15 to 6 in order to reduce costs.
- **AV Support:** Provided AV support for ON TO 2050 events.

4th Quarter Objectives:

- **Telecommunications Support:** Continue to review monthly invoices for CMAP's telephone and mobile communications. Complete yearly renewal to continue support for the phone systems.
- **AV Support:** Continue researching webcasting options for the main conference room.

User Support

Project Manager: Ben Stromberg

Team: Brown, Kelley, Rivera, intern

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

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



3rd Quarter Progress:

- **OneSolution financial system project:** Completed training refreshing data in the test environment. Completed training on managing and modifying CDD reports within OneSolution application. Assisted with ACA patch implementation for OneSolution application. Began documenting OneSolution CDD reports used by CMAP.
- **User support:** Completed 72 helpdesk tickets. Set up a new plotter for map printing in the print shop.

4th Quarter Objectives:

- **OneSolution financial system project:** Develop regular schedule for refreshing OneSolution databases in Test environment. Work with F&A team to reorganize the CDD hierarchy within OneSolution. Begin developing project plan for upgrading OneSolution application including implementing new development environment to test new versions of OneSolution. Develop test plans for evaluating new software releases.
- **User support:** Continue to update user documents for staff as needed. Continue to assist staff with PC/phone problems as needed. Continue implementing new desktop computers for staff.

FINANCE AND ADMINISTRATION PROGRAM

Program Oversight: Angela Manning-Hardimon

This program provides for the design, implementation and management of finance, procurement, and human resources at CMAP. This program also provides the administrative support to the CMAP operations. The costs for administration are distributed to the projects based on a percentage of direct personnel costs. The projected indirect cost for FY 2015 is 40.70% and for FY 2016 is 38.18%.

Finance and Accounting

Project Manager: Lorrie Kovac

Team: Becerra, Doan, Contreras, Preer, Olson

Description: Support for accounts payable, accounts receivable, payroll, oversee grants to CMAP, and other required activities for financial management of CMAP. Responsible for the



annual audit of financial records. Responsible for the management of the financial and payroll software system.

Resources: ONESolution financial software system

Products: Issuance of payroll and vendor checks; monthly expenditure reports; monthly revenue reports; monthly/quarterly reimbursement requests of funders; annual financial statement; develop expenditure and revenue reports for LTA program.

3rd Quarter Progress:

Budget Transfers: There were five budget transfers completed during the 3rd quarter. Three of these were to set up keys to be used for contracts issued where the key and/or object code was not set up at the start of the fiscal year. Another was to reduce the amount of the Cook County Grant to bring it into agreement with the actual grant amount as requested by the granting agency. The final budget transfer was to move anticipated revenue amounts for the S775 operating grant from IDOT pass thru to US Department of Transportation so that revenue will be recorded as received from the correct funding source.

Payroll: During the 3rd quarter of the fiscal year we processed a total of nine payrolls, six regular and three supplemental. Two of the supplemental payrolls were for vacation payouts to retiring/terminated employees. The other was for employees who did not submit their time documents in a timely manner and had to be paid during the next payroll period. The State and Federal 941 reports for the 2nd quarter of the fiscal year were completed and filed in a timely manner. The monthly and quarterly unemployment compensation reports were also filed with the State of Illinois on a timely basis.

Accounts Payable: The table below provides information on the number of invoices processed, checks issued and ACH payments paid. Approximately 52% of payments were made via ACH during the 3rd quarter of the fiscal year. The wire transfer activity shown in the fourth column is for all payments made directly from our checking account and processed with journal entries such as payments for the employee transit passes, IMRF, state and federal payroll taxes, etc. The amounts paid in March were higher than the previous two months as there were five Thursdays in the month.

Month	Checks	ACH	INV	WT	Total Paid
Jan	39	36	175	15	\$1,270,008.28
Feb	35	36	163	17	\$1,109,360.53
March	46	59	235	15	\$1,666,166.76
3rd Qtr	120	131	573	47	\$4,045,535.57

Accounts Receivable: Billing of invoices was completed within the first ten days of each month. The table below shows the number and dollar amount of invoices processed each



month. February has increased activity as we the Cook County Grant had eight invoices processed. March was higher also as all of the grants had billable activity.

Month	Invoices	Amount
January	14	\$1,175,136.67
February	26	\$1,977,070.99
March	24	\$1,514,197.83
3rd Qtr	64	\$4,666,405.49

Journal Entries: We had approximately 25 normal journal entries in each month of this quarter. These journal entries are to process payroll related payments for state and federal taxes, deferred compensation payments, and employee transit payments. Additionally, each month we process journal entries to move postage and printing costs from the Overhead key into the appropriate grant keys based on usage reports. We also process journal entries to move revenue earned each month into the grant from the grant advance liability object code; this allows us to tie revenues earned to expenditures incurred

Bank reconciliations: Our bank reconciliations are done within the first few days of each month. We have not had any problems with the reconciliations and we have very few outstanding checks each month due to the reduced number of actual checks issued.

4th Quarter Objectives:

Process payroll and accounts payable in a timely manner. Send out invoices for work performed during the first week of each month. Continue to perform all financial related activity in an accurate and timely manner. Continue the training on the OneSolution software so that all staff members are comfortable using the new version of the software. Move actual revenue earned in the Operating grant from IDOT pass thru to direct payment from the USDOT. If the toll credit issue is resolved this will also have to be done for the S736 grant. Set up keys for the next fiscal year and get the budget adopted by the CMAP Board uploaded into the ONESolution software so that FY2017 is ready to operate on 7/1/2016.

Budget

Project Manager: Angela Manning-Hardimon

Team: Management, Olson

Description: Preparation of annual CMAP budget. Monitor expenditures and revenues during the fiscal year to determine if any revisions are required. Coordinate UWP Committee review and approval of annual UWP program requests.

Products and Key Dates: Annual CMAP budget (May); semiannual revisions of budget (January); UWP Annual report (June).



3rd Quarter Progress:

Due to the State Budget impasse on the FY2016 Budget, expenditures in the 2nd quarter have been limited to payroll, payroll taxes and benefit expenses, employee reimbursements, technical support and infrastructure, rent, office supplies, utilities and payments to contracts in which CMAP have received funding. December promotions were implemented and made effective January 4th. CMAP discontinued its discussions with BMO Harris about a line of credit due restrictive loan covenants. CMAP began to receive FY16 payments from the FHWA and FTA to support operational expenses. This represented all FY16 federal funding and 80% of total annual funding. Support of operations has been achieved through the use of the 80% federal funding, general fund and cost savings measures.

4th Quarter Objectives:

- Continue to monitor expenses and filling vacant positions.
- Work with IDOT and federal partners to develop a mechanism to obtain state funding and previous years federal funding, FY12 through FY15.
- Once funding is restored, begin the process of paying vendors based on mission critical activities and age of invoice.
- Work with Deputy Executive Directors to develop the FY17 Work Plan and Budget.
- Issue the FY17 UWP Call for Projects, select projects and develop funding allocation plan.
- Explore opportunity to negotiation new lease terms with BRE.

Procurements, Contracts and Commercial Datasets

Project Manager: Penny DuBernat, Dan Olson

Description: Manage all procurements for professional consulting services; assure Request for Proposals comply with policy and are clear and consistent; participate in procurement selection; and prepare and negotiate contracts and amendments. Manage licensing of proprietary datasets. Enforce proprietary dissemination and license agreements.

3rd Quarter Progress:

Commercial Datasets

- Reviewed and renewed two-commercial dataset subscriptions.
- Began negotiations with DHS regarding data agreement.
- Responded to questions from staff regarding agreements and limits.



- Managed User accounts as needed.

Procurements

- Reviewed, processed and approved 38 procurements.

Contracts/Amendments

- Prepared four PAOs or PAO Amendments under current contracts.
- Conducted one contract negotiations.
- Prepared two new contracts.
- Reviewed two Vendor Justification Reports.
- Drafted three Board Reports.
- Drafted three Executive Committee Reports.
- Prepared 11 amendments to current contracts.
- Reviewed and drafted one IGA amendment.
- Prepared two IGAs.
- Provided concurrence for one Service Board contract request.
- Prepared three RFP/RFQs.
- Attended three interviews.
- Attended two pre-bid meetings.
- Secured four concurrences from IDOT/Third party.
- Prepared one concurrence requests.
- Reviewed 12 RFP responses.
- Prepared one FOIA request.
- Reviewed no Consultant Performance Evaluation.
- Conferred Procurement meetings bi-weekly or as needed.
- Completed OMA training.
- Facilitated IDES audit.
- Sent out one invoice for match.

4th Quarter Objectives:

Commercial Datasets

- Review and possible renew four commercial dataset subscriptions.

Procurements

- Review and process any new procurements originated by staff.



Contracts/Amendments/IGAs

- Prepare at least four RFPs.
- Prepare and process any new contracts, PAOs, IGAs, amendments and agreements as necessary.

Human Resources

Project Manager: Dorianne Preer

Team: King, Ambriz

Description: Responsible for human resource activities for CMAP; includes recruitment, benefit management, salary administration, performance program and policy development.

3rd Quarter Progress:

Benefits

- Processed 231 payroll related changes in One Solution/online.
- Processed two verification of employment requests.
- Processed 19 gym subsidies.
- Processed one tuition reimbursement.
- Processed the SBC Monitoring Performance Acknowledgement Form.
- Processed the Creditable Coverage Disclosure Notice.
- Performed testing and processed changes in OneSolution to produce ACA reports.
- Emailed to all staff the Principal 457 Disclosure notice and USPS mailed to retirees.

EAP

- Posted new EAP information in office and on intranet weekly.
- Distributed EAP publications to staff.

FMLA/Leaves

- Maintaining data for a total of five staff.
- Three approved – intermittent.
- Two approved – continuous- active.



New Hire Orientations

- Five full time

Performance

- Processed five promotions

Recruitment

- Communications: One Communications & Outreach Senior
- Governmental Affairs: One Government Relations Associate
- Local Planning: Eight interns
- Policy Planning: Eight interns
- Communications: One intern
- Finance & Administration: Two interns (IT & HR)

Resume Receipt and Distribution

- Permanent: Received a total of 84 resumes for two posted positions
- Internships: Received a total of 196 resumes for 10 posted positions

Terminations/Exit Interviews

- Two full time, one part time

Fellowships

- Received 17 applications for Peter's Fellowship
- Updated Peter's Fellowship information on our website
- Scheduled four interviews with chosen candidates
- Sent out 13 rejection letters to applicants
- Extended offer to Peter's Fellow

Work Station maintenance / Office moves

- Cleaned empty cubicles.
- Assisting all staff as requested



4th Quarter Objectives:

- Assist in arranging a Principal 457 educational meeting for all staff.
- Assist in arranging Health Week for all staff.
- Start class to learn report writing in One Solution.
- Complete recruitment of all open positions.
- Review and draft survey questions for employee satisfaction survey.
- Create draft of “Mentoring” program and policy.
- Meet with most recently hired employees to assess how things are going.

Administration/Administrative Support

Project Managers: Dorianne Preer

Team: Ambriz, Kelley, Witherspoon, Rivera

Description: Provide administrative support for CMAP

3rd Quarter Progress:

Facility /Office Management

- Provided administrative back-up for Executive Office.
- Rented 34 cars for staff for work related business.
- Reserved rooms for 14 external partners totaling approx. 417 guests with an average of 30 guests.
- Used 547 (217 Seattles Best at \$3.66 ea. and 330 StarBucks at \$3.78).
- Printed several reports, publications and brochures for various staff.
- Ordered copy paper for all printers and copiers.
- Assisted staff in reordering replacement ID badges.
- Processed several work orders directing building maintenance to replace light bulbs and repair any bathroom issues.
- Ordered supplies and restocked as needed.
- Set up for several different meetings.



- Gave tours to new staff.
- Started process to replace beverage supplier to CMAP.
- Procured pricing from other vendors regarding offsite storage.
- Participated in FLIP program.

Photocopy/Printing/Copiers

Processed 50 print jobs for staff and made two service calls to COTG. All but one job was resolved within one business day. Performed several realignments to the HP plotter.

Here are the print totals for each machine:

Machine	Black & White	Color	Total
NEXerox	14554	12301	26855
SEXerox	13493	12061	2554
NWXerox	10090	11552	21642
SWXerox	11491	16933	28424
C60	11171	53786	64957

Grants & Contracts

- Posted four RFP/RFQs to CMAP website and partner agencies.
- Send out constant contact notices for all new proposals.
- Scheduled six consultant interviews.
- Continue to keep grants/contract original files up to date.
- Setup six interviews and attended two.
- Upload nine submissions to S: drive.
- Attend weekly procurement meetings.
- Receive and distribute proposals to project managers on due date.

Safety

- Scheduled one fire and evaluation drills.
- Provided life safety tours for new staff and interns.



4rd Quarter Objectives:

- On-going organization and maintenance of storage rooms ensuring that only necessary items are stored. Send more boxes to off-site facility.
- Continue work on off-site inventory records for CMAP needs.
- Attend Pre-bid meetings and interviews in place of Penny
- Continue to strategize to make contract/grant process run smooth with Penny Dubernat.
- Assist with UWP process as needed.
- FMLA and Ergonomic Updates.
- Continue working on Hyrell processes.





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The Chicago Metropolitan Agency for Planning (CMAP) is our region's official comprehensive planning organization. The agency and its partners are developing ON TO 2050, a new comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information.