

# **RPC – PLANNING AND COMMUNITY DEVELOPMENT (PCD)**

## **Fund 075**

### **REGIONAL PLANNING**

#### **MISSION STATEMENT**

To develop and maintain relationships to facilitate planning processes and partnerships that help improve quality of life in East Central Illinois through the provision of data analysis, development of local plans, grant development and project administration services while optimizing available local, regional, state and federal resources.

#### **BUDGET HIGHLIGHTS**

Staff will be focusing on providing planning services to local jurisdictions with the development of specific plans and ordinances to the local jurisdictions through the RPC membership and local contracts.

#### **ALIGNMENT TO STRATEGIC PLAN**

The planning staff and programs promote quality of life, diversity, outreach to all interested residents, and interagency and interpersonal teamwork.

#### **PROGRAM DESCRIPTION**

The Regional Planning Program provides professional, technical, and planning assistance services to general units of government through the RPC membership or on a contractual basis. These services include the creation of land use plans, comprehensive plans, zoning ordinances and other plans for governmental agencies. It also provides non-contractual planning support for certain governmental initiatives.

The program includes the Planning and Community Development Director, a Planning Manager, one Planner II and several interns.

#### **OBJECTIVES**

- Continue with current contractual planning services.
- Seek project opportunities with municipal, county and other governmental agencies in East Central Illinois and pursue collaborative opportunities such as trainings, workshops and conferences.
- Maintain a positive working relationship with residents, businesses, special interest groups and the media.
- Respond to approximately 50 data requests from area agencies, local governments, county residents, with an average response time of three days.

- Disseminate information about the Regional Planning Commission via its website and other forums.
- Continue to seek knowledge and new information niches relevant to our member agencies that make the Regional Planning Commission unique, responsive, and sought-after for regional solutions.
- Apply for new and innovative grant funding on behalf of units of local government.

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2021 Budgeted</b>
# of new contracts acquired by RPC staff	2	1	1
# of grant applications completed for other agencies	2	5	2
# of grant awards received	1	3	1
# of technical training/webinars courses attended by staff	80	25	25
Implementation of new software or planning tools to enhance staff capabilities	4	6	4
# of information requests completed	75	30	50
# of membership work plan tasks completed	31	52	50

## **TRANSPORTATION PLANNING AND ENGINEERING**

The Champaign Urbana Urbanized Area Transportation Study (CUUATS) is the transportation program of the Champaign County Regional Planning Commission (RPC), which is the Metropolitan Planning Organization (MPO) responsible for administering the federally mandated transportation planning process for the Champaign-Urbana Urbanized Area.

In addition to complying with the MPO responsibilities, CUUATS also provides transportation planning services under contract to other agencies including local municipalities, other MPOs and IDOT.

### **MISSION STATEMENT**

As the Champaign-Urbana MPO, CUUATS mission is to coordinate metropolitan transportation planning with the Illinois Department of Transportation, Champaign County, the cities of Champaign and Urbana, Village of Savoy, University of Illinois, the Champaign-Urbana Mass Transit District, and the general public, and to ensure that existing and future expenditures of governmental funds for transportation projects and programs are based on a continuing, cooperative, and comprehensive (“3-C”) planning process.

CUUATS also strives to develop and maintain relationships that improve quality of life in East Central Illinois and the whole State through the provision of transportation planning technical support through data collection and analysis, training, technical assistance, development of transportation policies, traffic engineering studies, and transportation grant writing while optimizing available local, regional, state and federal resources.

### **BUDGET HIGHLIGHTS**

The transportation planning staff has been very successful securing grants and new projects from diverse agencies including the Illinois Center for Transportation, Federal Transit Administration, Illinois Department of Transportation, municipalities, park districts, etc. At the same time, the staff has enhanced its technical capabilities by learning new skills and working with new planning tools and attending a variety of technical trainings. The transportation planning staff is constantly searching for new ideas and funding opportunities. The transportation planning staff has increased as a result of the new projects and increased funding that has been attracted.

The program includes the Planning and Community Development Director, one Planning Manager, two Associate Transportation Engineers, three Planners II, two Planners I and one Human Services Transportation Plan (HSTP) Coordinator/Project Compliance Oversight Monitor (PCOM) and several interns.

### **ALIGNMENT TO STRATEGIC PLAN**

The transportation planning and engineering staff works on promoting livability and sustainability, improving quality of life, encouraging diversity, reaching out to all interested residents, and promoting interagency and interpersonal teamwork through their different programs and projects. CUUATS staff promotes sustainable growth in all our projects.

The transportation planning staff is ethical, transparent, fiscally responsible, and make the best use of scarce resources.

## **PROGRAM DESCRIPTION**

The Transportation program has two facets: as the Champaign-Urbana MPO is responsible for administering the federally mandated transportation planning process for the Champaign-Urbana urbanized area and it also provides transportation planning and engineering services through contracts with different agencies.

*As the Champaign-Urbana MPO*, the transportation planning and engineering staff has a leading role in promoting interagency cooperation and ensuring consistency between planning efforts in the Champaign-Urbana Metropolitan Planning Area.

*Transportation planning and engineering service contracts* include the preparation of multi-modal transportation plans, traffic safety studies, development of complete streets policies, creation of pedestrian and bicycle plans, technical assistance to other MPOs related to travel demand modeling, oversight of the C-CARTS service operation, completion of transportation planning and traffic engineering studies, etc. for government agencies on a contractual basis.

## **OBJECTIVES**

### Champaign-Urbana MPO

As part of the role and responsibilities of the MPOs outlined by 23 United States Code (USC) 134, 49 USC 5303 and 23 CFR 450 Subpart C, the Champaign-Urbana MPO has a main objective to comply with the following requirements:

1. UPWP, updated every year
2. Transportation improvement program (TIP), updated every three years
3. Metropolitan Transportation Plan (MTP) (or Long-Range Transportation Plan (LRTP), updated every four or five years depending on air quality attainment status.
4. Public Participation Plan (PPP)
5. Human Service Transportation Plan
6. Regional Intelligent Transportation Systems (ITS) Architecture
7. Title VI Document, updated every three years
8. Federally Obligated Projects (FOP) Listing, updated every year
9. Self-Certifications, Federal Certifications, and Planning Reviews
10. Track Federal and regional (LRTP) performance measures in annual Report Cards
11. Project Priority Review (PPR) Guidelines

Transportation planning and engineering service contracts

1. Continue to provide transportation planning and engineering services under contract to local municipalities and other agencies.
2. Seek project opportunities with municipal, county and other governmental agencies as well as private entities in East Central Illinois and pursue collaborative opportunities such as training, workshops and conferences.
3. Maintain a positive working relationship with residents, businesses, special interest groups and the media.

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2021 Budgeted</b>
<i>Champaign-Urbana MPO</i>			
<b>Data Development and Maintenance</b>			
# of annual information/data requests processed	28	25	25
# of new software/planning tools learned by staff	10	8	10
<b>Long Range Planning</b>			
# of Performance Measures included in the L RTP 2040 Report Card receiving positive rating	18	13	13
<b>Short Range Planning</b>			
# of TIP amendments/mod. prepared by staff & approved by CUUATS Tech. & Policy Committees	73	80	50
# of Consolidated Vehicle Procurement (CVP) grant applications evaluated & submitted for IDOT funding	0	0	15
# of short-term projects completed by staff	10	8	8
<b>Administration/Management</b>			
# of grant applications submitted	6	7	6
# of grant awards received	6	6	6
# of training/webinars courses attended by staff	65	85	85
<b>Special Studies</b>			
# of special studies completed for CUUATS members	11	12	7
# of grant applications completed on behalf of CUUATS members	6	6	6
<b>Transportation Information System</b>			
# of annual data requests processed using CUUATS Travel Demand Model	1	2	1
<b>Transportation Planning Services Contracts</b>			
# of new projects contracted with CUUATS Staff	2	1	1
# of new agencies using CUUATS staff for transportation projects	2	1	1
# of grant applications completed for other agencies	0	1	1

## **DATA AND TECHNOLOGY**

The Data and Technology program supports the work of the Champaign County Regional Planning Commission (RPC) by developing, maintaining, administering, and supporting data and applications. The team consists of software developers; data and geographic information systems (GIS) professionals; planners; and interns. Housed within the Planning and Community Development (PCD) division, the Data and Technology program provides technical services to support PCD projects as well as other programs and initiatives of RPC.

### **MISSION STATEMENT**

The mission of the Data and Technology program is to provide accurate data and innovative applications that advance the mission and goals of RPC and its programs.

### **BUDGET HIGHLIGHTS**

Staff within the Data and Technology program work on projects for internal and external clients in close collaboration with staff from other programs. Currently Data and Technology staff are:

- Developing a web-based application under contract for a strategically-important public client
- Performing software development and data analysis for grants related to transportation
- Collecting and managing data to support planning and transportation projects
- Developing an internal client resource management application to increase coordination among RPC's programs
- Managing client data in a third-party system for the Community Services division
- Supporting and maintaining the RPC website, the Champaign County Regional Data Portal, and other public websites and applications
- Implementing an open source GIS platform for a local government agency

Data and Technology staff continuously develop ideas for new tools and applications. These ideas are included in grant applications as funding opportunities become available.

### **ALIGNMENT TO STRATEGIC PLAN**

The work of the Data and Technology program promotes technical excellence and innovation in RPC's programs and services. Its tools and technologies increase efficiency and coordination in and among programs, allowing staff to perform their work more effectively. Its websites and applications provide valuable information and services to member agencies, clients, and the public. Its promotion of open data and open source software reduces costs and increases transparency.

## PROGRAM DESCRIPTION

The Data and Technology program provides a wide variety of technical services to support the work of RPC's programs. These services fall into four broad categories:

- Data collection and management
- Software development
- Training and support
- System administration

## OBJECTIVES

The Data and Technology program will:

- **Support effective decision-making** through accurate data and innovative technology.
- **Facilitate collaboration and engagement** using web-based tools.
- **Build technical capacity** through training and staff development.
- **Promote openness and transparency** using open data and open source software.

## PERFORMANCE INDICATORS

Indicator	2019 Actual	2020 Projected	2021 Budgeted
<b>Customer, Client &amp; Partner Focused:</b> # of new open datasets published online	30	14	13
<b>Customer, Client &amp; Partner Focused:</b> # of public websites or applications launched or significantly updated	7	8	5
<b>Financial Stability:</b> # of RPC programs served	12	15	15
<b>Operational Excellence:</b> # of internal tools or applications deployed or significantly updated	7	8	6
<b>Operational Excellence:</b> # of documentation resources developed or significantly updated	4	11	8
<b>Organizational Development:</b> # of trainings provided	13	9	10

## **ECONOMIC DEVELOPMENT**

### **MISSION STATEMENT**

To develop and maintain relationships that improve quality of life in East Central Illinois through the provision of data analysis, economic development, grant writing and financing administration services while optimizing available local, regional, state and federal resources.

### **BUDGET HIGHLIGHTS**

Staff has placed a higher priority on marketing our services and capabilities during these challenging economic times. Staff is supporting workforce development and economic development initiatives throughout the region by conducting a laborshed study, employer needs assessment, regional workforce plan, and developing a web-based workforce data portal. In partnership with the initiatives being conducted for the Workforce Innovation Grant, staff also prepared the local and regional workforce plans for the local and regional workforce investment areas. With the onset of COVID-19, staff has taken on additional program work, including regional coordination for the Rapid Response Layoff Aversion grant, Downstate Small Business Program, Rebuild Illinois grant program, and other projects for assisting communities with grant applications and coordinating economic impact analysis. We strive to maintain and facilitate further partnerships with agencies in East Central Illinois, with the goal of promoting economic development throughout the region.

### **ALIGNMENT TO STRATEGIC PLAN**

The Planning and Economic Development staff and programs promote quality of life, diversity, outreach to all interested residents, and interagency and interpersonal teamwork. We are ethical, transparent, fiscally responsible, and make efficient use of available resources. We promote sustainable growth in all of our projects.

### **PROGRAM DESCRIPTION**

The Economic Development program is responsible for administration of Revolving Financing Programs including the Champaign County Community Development Corporation (CDC), Community Development Assistance Program (CDAP), Community Services Block Grant (CSBG) Program, Deferred Loan Program, and Intermediary Relending Program (IRP); Enterprise Zone Programs of the Champaign/Champaign County Enterprise Zone and the Urbana/Champaign County Enterprise Zone; grant application and administration assistance for communities; and other economic development incentive and assistance programs. It also provides economic, labor and employment data and analysis. Additional program projects include preparation of economic development strategies and economic impact analysis, while partnering with regional community partners, banks, and employers.

The division includes one economic development specialist and one economic development planner.



**OBJECTIVES**

- Administer effective financing program coordination throughout each of the revolving programs.
- Seek project opportunities with municipal, county and other governmental agencies in East Central Illinois.
- Maintain a positive working relationship with financial institutions, governmental agencies, economic development partners, businesses, employers, special interest groups, residents, and the media.
- Disseminate economic and employment data via its website and other forums.
- Provide administrative expertise to local governments for enterprise zones.
- Provide administrative expertise to local governments for revolving loan programs.
- Market RPC services to units of government to meet economic development, and public infrastructure needs.
- Assist units of local government with research and application of grant funding and administer public infrastructure projects on behalf of units of local government.

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2021 Budgeted</b>
# of new contracts acquired by RPC staff	2	5	2
# of projects worked on for other agencies	4	6	6
# of grant projects administered	1	3	2
# of technical training/webinars courses attended by staff	23	35	25
# of memos written, presentations, and press releases	25	25	25
# of financing inquiries	75	65	70
# of financing portfolio contracts managed	57	58	58
# of new loan/equity contracts	1	1	1
# of loan payoffs	1	0	2
# of regional agencies/banks for ED/financing topics	36	40	35