

2.0 PLANNING PROCESS

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The Tri-County Multi-Jurisdictional Natural Hazards Mitigation Plan (the Plan) was updated through the Tri-County Mitigation Action Committee (MAC or Committee). The Plan was prepared to comply with the Disaster Mitigation Act of 2000 and incorporates the Federal Emergency Management Agency’s (FEMA) 10-step planning process approach. **Figure 9** provides a brief description of the process utilized to prepare this Plan.

Figure 9 Description of Planning Process	
Tasks	Description
Task One: Organize	The MAC was reformed with broad representation and specific expertise to assist the Tri-County Regional Planning Commission and the Consultant in updating the Plan.
Task Two: Public Involvement	Early and ongoing public involvement activities were conducted throughout the Plan’s development to ensure the public was given every opportunity to participate and provide input.
Task Three: Coordination	Agencies and organizations were contacted to identify plans and activities currently being implemented that impact or might potentially impact hazard mitigation activities.
Task Four: Risk Assessment	The Consultant identified and profiled the natural hazards that have impacted the Tri-County area (Tazewell and Woodford counties and select municipalities in Peoria County) and conducted a vulnerability assessment to evaluate the risk to each participating jurisdiction.
Task Five: Goal Setting	After reviewing existing plans and completing the risk assessment, the Consultant assisted the MAC in updating the goals and objectives for the Plan.
Task Six: Mitigation Activities	The participating jurisdictions were asked to identify mitigation actions that had been started and/or completed since the 2010 Plan was adopted. In addition, they were also asked to identify any new mitigation actions based on the results of the risk assessment. The new mitigation actions were then analyzed, categorized and prioritized.
Task Seven: Draft Plan	The updated draft Plan summarized the results of Tasks One through Six. In addition, it described the responsibilities to monitor, evaluate and update the Plan. The updated draft Plan was reviewed by the participants and a public forum was held to give the public an additional opportunity to provide input. Comments received were incorporated into the updated draft Plan and submitted to the Illinois Emergency Management Agency (IEMA) and FEMA for review and approval.
Task Eight: Final Plan	Comments received from IEMA and FEMA were incorporated in to the final updated Plan. The final updated Plan was then submitted to the counties and participating municipalities for adoption. The Plan will be reviewed periodically and updated again in five years.

The Plan update and development was led at the staff level by Reema Abi-Akar, Planner I and Michael Bruner, Planner I of the Tri-County Regional Planning Commission. American Environmental Corp. (AEC), an environmental consulting firm with experience in hazard mitigation, risk assessment and public involvement, was employed to guide the Commission and participating jurisdictions through the planning process.

Participation in the planning process, especially by the counties and local government representatives, was crucial to the update and development of the Plan. To ensure that all participating jurisdictions took part in the planning process, participation requirements were established. Each participating jurisdiction agreed to satisfy the following requirements in order to be included in the updated Plan. All of the participating jurisdictions met the participation requirements.

- Attend MAC meetings.
- Submit a list of documents (i.e., plans, studies, reports, maps, etc.) relevant to the hazard mitigation planning process.
- Identify and submit a list of critical infrastructure and facilities.
- Review the risk assessment and provide information on additional events and damages.
- Participate in the update of the mitigation goals.
- Submit a list of mitigation actions started and/or completed since the adoption of the 2010 Plan, if applicable.
- Identify and submit a list of new mitigation actions.
- Review and comment on the updated draft Plan.
- Formally adopt the updated Plan.
- Where applicable, incorporate the updated Plan into existing planning efforts.
- Participate in the updated Plan maintenance.

2.1 MITIGATION ADVISORY COMMITTEE

As previously mentioned, at the start of the planning process, the Tri-County Mitigation Action Committee (MAC) was reformed to update the hazard mitigation plan. The MAC included representatives from each participating jurisdiction, as well as emergency services (fire, law enforcement and American Red Cross), healthcare, higher education, insurance, GIS, planning and utilities.

Figure 10 details the entities represented on the MAC and the individuals who attended on their behalf. The MAC was chaired by the Tri-County Regional Planning Commission.

Additional technical expertise was provided by the staff at the Illinois Emergency Management Agency Hazard Mitigation Unit, the Illinois Department of Natural Resources Office of Water Resources, the Illinois Environmental Protection Agency, the Illinois State Water Survey, the Illinois State Geological Survey, National Weather Service Weather Forecast Office in Lincoln and the University of Illinois.

Figure 10
Sheet 1 of 2
Tri-County Mitigation Action Committee Member Attendance Record

Representing	Name	Title	10/25/2017	3/14/2018	6/20/2018	9/27/2018	1/10/2019
Ameren	O'Neal, Anthony	Emergency Response Specialist	X	X			
American Environmental Corp.	Bostwick, Andrea	Senior Project Manager	X	X	X	X	
American Environmental Corp.	Krug, Zachary	Environmental Specialist		X	X	X	
American Environmental Corp.	Michaud, Greg	Emergency Services Manager	X				
American Red Cross	Coker, John	Government Operations	X	X			
American Red Cross	Learned, Julie	Distaster Program Manager			X		
Bartonville, Village of	Nelson, Larry	ESDA Director		X			
Bradley University	Joschko, Brian	Police Chief	X	X			
Chillicothe, City of	Mettile, Scott	Police Chief	X				
Chillicothe, City of	Parker, Rachel	Economic Development Director		X		X	
East Peoria, City of	Barron, Dennis	Director of Public Works		X		X	
East Peoria, City of	Grugan, Garry	Assistant Fire Chief	X				
East Peoria, City of	Knapp, John	Deputy Fire Chief/Fire Marshal		X	X		
East Peoria, City of	Servis, Alan	Fire Chief	X				
Eureka, City of	Brown, Melissa	City Administrator	X		X	X	
Eureka College	Ege, Daryle	Physical Plant Director	X				
Fondulac Rehabilitation & Healthcare	Milburn, Connie	CRC/Marketing	X				
Fondulac Rehabilitation & Healthcare	Mehaffy, Ryan	Administrator	X				
Germantown Hills, Village of	Hinrichsen, Mike	President	X	X	X	X	
Germantown Hills, Village of	Brecklin, Rich	Superintendent of Public Works		X	X		
Germantown Hills, Village of	Sasso, Ann	Village Administrator		X	X		
Greater Peoria Sanitary District	Meyer, Thomas	Director of Operations	X	X			
Hanna City, Village of	Path, Charles	Trustee	X				
Hanna City, Village of	Stear, Bill	Trustee	X				
Hanna City, Village of	Winterroth, Fred	Mayor		X	X	X	
Heartland Health Services	Shake, Melody	Vice President fo Quality & Compliance		X			
Illinois American Water	Horstmann, Lori	Superintendent	X				
Illinois American Water	Krolicki, Ryan	Supervisor	X				
Illinois Central College	Schwiderski, Erika	Police Lieutenant	X		X		
Luthern Hillside Village	Corrie, Richard	Plant Operations Director		X			
Luthern Hillside Village	Heiden, Shelly	Executive Director	X				
Morton, Village of	Bullard, James	Engineering Technician	X		X		
National Weather Service	Stanley, Heather	Meteorologist	X	X			
OSF Healthcare	Orr, Nick	IT Disaster Recovery Specialist			X		
Pekin, City of	Nelson, Kurt	Fire Chief	X	X			
Pekin Insurance	Vincent, Larry	Disaster Recovery Manager		X			
Peoria, City of	Vaughn, Mike	Emergency Management Coordinator	X	X	X	X	
Peoria City/County Health Department	Marks, Jason	Emergency Preparedness Coordinator			X		
Peoria Heights, Village of	Fick, Matt	Administrator	X	X			
Peoria Heights, Village of	Sutton, Dustin	Administrator			X		
Peoria Regional Office of Education	Derry, Beth	Regional Superintendent	X				
Roanoke, Village of	Knepp, Bob	Trustee				X	
Snyder Village	Brownfield, Mike	Maintenance Director	X	X			
Tazewell County - EMA	Cook, Dawn	Director	X	X	X		
Tazewell County - GIS	Baker, Janna	Coordinator	X	X	X		
Tazewell County - Health Department	Goetze, Melissa	Environmental Health Supervisor	X				
Tazewell County - Health Department	Neavear, Ev	Director of Environmental Health	X				
Tazewell County - Highway	Parr, Dan	Assistant County Engineer	X		X		
Tazewell County - Sheriff	Gillespie, Tim	Captain	X				
Tazewell County - Sheriff	Kempf, Gerald	Captain		X			
Tremont, Village of	Dodwell, Mike	Police Chief	X		X		
Tri-County Regional Planning Commission	Abi-Akar, Reema	Planner	X	X	X	X	
Tri-County Regional Planning Commission	Bruner, Michael	Planner	X	X	X	X	
Tri-County Regional Planning Commission	Lees, Ray	Planning Program Manager	X				
Tri-County Regional Planning Commission	Miller, Eric	Executive Director	X				

Figure 10
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Tri-County Mitigation Action Committee Member Attendance Record

Representing	Name	Title	10/25/2017	3/14/2018	6/20/2018	9/27/2018	1/10/2019
Washington, City of	Oliphant, Jon	Planning & Development Director	X		X		
Washington, City of	Andrews, Ed	City Engineer/Public Works Director	X	X	X	X	
Woodford County - EMA	McCanless, Kent	Director	X	X	X		
Woodford County - Health Department	Schulz, Dustin	Emergency Planner	X				
Woodford County - Highway Department	Loy, Lindell	County Engineer	X				
Woodford County - Sheriff	Smith, Matt	Sheriff		X			
Woodford County - Supervisor of Assessments	Bell, Mary	Supervisor of Assessments	X				
Woodford County - Zoning	Jording, Lisa	Zoning Administrator	X			X	

Mission Statement

Over the course of the first two meetings, the MAC developed a mission statement that described their objectives for this Plan update.

“The mission of the Tri-County Mitigation Advisory Committee is to develop a mitigation plan that documents project and activities to reduce the negative impacts of natural hazards on citizens, infrastructure, private property and critical facilities.”

MAC Meetings

The MAC met five times between October, 2017 and January 2019. **Figure 10** identifies the representatives present at each meeting. **Appendices A** and **B** contain copies of the attendance sheets and meeting minutes for each meeting. The purpose of each meeting, including the topics discussed, is provided below.

First MAC Meeting – October 25, 2017

The purpose of this meeting was to explain the planning process to the MAC members and give them a brief overview on what a natural hazards mitigation plan is and why it needs to be updated. Drafts of a mission statement and updated mitigation goals were presented for review. Committee members were asked to identify of any natural hazard events that have occurred within the County since the 2010 Plan was completed.

Representatives for the participating jurisdictions were asked to complete the forms entitled “List of Existing Planning Documents”, “Critical Facilities” and “Identification of Severe Weather Shelters” and return them at the next meeting. Copies of a hazard events questionnaire and citizen questionnaire were also distributed.

Second MAC Meeting – March 14, 2018

At the second MAC meeting portions of the updated natural hazard risk assessment section associated with the most significant hazards were presented for review. The MAC discussed the draft mission statement and updated mitigation goals and finalized both.

MAC members were asked to identify any mitigation projects and activities their jurisdictions had started and/or completed since adopting 2010 Plan. Ideas for new potential mitigation projects and activities were presented. All participating jurisdictions were asked to complete the

form entitled “New Hazard Mitigation Projects” while those jurisdictions who participated in the 2010 Plan were also asked to complete the form entitled “Existing Mitigation Project/Activity Status” and return at the next meeting.

Third MAC Meeting – June 20, 2018

The purpose of the third MAC meeting was to review the portions of the updated natural hazard risk assessment section associated with the less significant hazards and to discuss the vulnerability analysis for tornadoes. The MAC also reviewed and approved the updated mitigation project prioritization methodology and discussed how the mitigation projects and activities identified by the participating jurisdictions would be presented in the updated Plan.

Fourth MAC Meeting – September 27, 2018

At the fourth meeting the vulnerability analysis for floods was presented for review. The MAC members also reviewed the draft jurisdiction-specific mitigation action tables which identified and prioritized the new and existing mitigation projects and activities provided by the participants. Members were given the opportunity to add additional projects and activities to their tables. The sections outline the mitigation strategy, plan maintenance and adoption were also discussed.

Fifth MAC Meeting – January 10, 2019

The purpose of the fifth MAC meeting was to provide the public an opportunity to provide comments on the draft updated Plan.

2.2 PUBLIC INVOLVEMENT

To engage the public in the planning process, a comprehensive public involvement strategy was developed. The strategy was structured to engage the public in a two-way dialogue, encouraging the exchange of information throughout the planning process. A mix of public involvement techniques and practices were utilized to:

- disseminate information;
- identify additional useful information about natural hazard occurrences and impacts;
- assure that interested residents would be involved throughout the updated Plan’s development; and
- cultivate a sense of ownership of the updated Plan, thus increasing the likelihood of adoption by the participating jurisdictions.

The dialogue with the public followed proven risk communication principles to help assure clarity and avoid overstating or understating the impacts posed by the natural and man-made hazards identified in the updated Plan. The following public involvement techniques and practices were applied to give the public an opportunity to access information and participate in the dialogue at their level of interest and availability.

Citizen Questionnaire

A citizen questionnaire was developed to help gather information and gauge public perceptions about the types of natural hazards that affect the Tri-County region. The questionnaire was distributed to the MAC members who were encouraged to make it available to their residents. A copy of the questionnaire is contained in **Appendix C**.

A total of 40 questionnaires were completed and returned to the MAC. Of the 40 responses, 20 were received from Tazewell County residents, 13 were received from Peoria County residents (including the participating municipalities) and seven were received from Woodford County residents. Questionnaires were completed by residents in each participating jurisdiction, with the exception of Bartonville and Chillicothe. The responses provided useful information to the MAC members as they identify how best to disseminate information on natural hazards and safeguard the public and their property. Furthermore, these responses identify the kinds of projects and activities the public is likely to support. The following provides a summary of the results by county.

Tazewell County

A review of the 20 questionnaires received for Tazewell County residents revealed the following:

- ❖ Respondents felt the most frequently encountered natural hazards in Tazewell County are severe storms (thunderstorms, hail, lightning and heavy rain) and severe winter storms, followed by floods and tornadoes. These results are consistent with the weather records compiled for the County and as described in this Plan.
- ❖ The most effective ways identified to communicate when natural hazards occur, as noted by respondents, were via the internet, social media (Facebook, Twitter, etc.) and television. Information disseminated via radio and mail also ranked among the highest effective means.
- ❖ In terms of the most needed mitigation projects and activities, the following three categories received the strongest support:
 - maintaining power during storms by burying power lines, trimming trees and/or purchasing backup generators (80%);
 - retrofitting critical infrastructure to reduce potential damages (65%); and
 - maintaining/installing siren(s) or other alert systems (60%).Flood or drainage protection projects (55%) and maintaining roadways during snow and heavy rain events (50%) also received strong support.

Woodford County

A review of the seven questionnaires received for Woodford County residents revealed the following:

- ❖ Respondents felt the most frequently encountered natural hazards in Woodford County are severe storms (thunderstorms, hail, lightning and heavy rain) followed by severe winter storms and floods. Weather records indicate that severe storms are in fact the most frequently occurring natural hazard in the County, followed by severe winter storms.

- ❖ The most effective ways identified to communicate when natural hazards occur, as noted by respondents, were via social media (Facebook, Twitter, etc.) and through municipal/county government, although most of the respondents did not answer this question. Information disseminated via the internet, fact sheets or brochures or by local fire and law enforcement were also identified as effective means of communication.
- ❖ In terms of the most needed mitigation projects and activities, the following four categories received the strongest support:
 - maintaining power during storms by burying power lines, trimming trees and/or purchasing backup generators (28.6%);
 - maintaining/installing siren(s) or other alert systems (28.6%);
 - constructing tornado safe shelters (28.6%); and
 - maintaining roadways during snow and heavy rain events (28.6%).

Peoria County (including the participating municipalities)

A review of the 13 questionnaires received for Peoria County residents revealed the following:

- ❖ Respondents felt the most frequently encountered natural hazards in Peoria County are severe storms (thunderstorms, hail, lightning and heavy rain) followed by severe winter storms. These results are consistent with the weather records compiled for the participating municipalities and as described in this Plan.
- ❖ The most effective ways identified to communicate when natural hazards occur, as noted by respondents, were via television and the internet. Information disseminated via newspapers, radio and fact sheets or brochures were also identified as effective means of communication.
- ❖ In terms of the most needed mitigation projects and activities, the following three categories received the strongest support:
 - maintaining power during storms by burying power lines, trimming trees and/or purchasing backup generators (76.9%);
 - maintaining roadways during snow and heavy rain events (69.2%); and
 - retrofitting critical infrastructure to reduce potential damages (65%).Disseminating public information fact sheets (61.5%) and flood or drainage protection projects (53.8%) also received strong support.

FAQ Fact Sheet

The “Frequently Asked Questions” fact sheet was updated and disseminated to help explain what a natural hazards mitigation plan is and briefly described the planning process. The fact sheet was made available at the government offices of participating jurisdictions. A copy of the fact sheet is contained in **Appendix D**.

Press Releases

Press releases were prepared and submitted to local print media outlets prior to each MAC meeting. The releases announced the purpose of the meetings and how the public could become involved in the updated Plan’s development. **Appendix E** contains a list of the print media

outlets that received the press releases while copies of the releases and any news articles published can be found in **Appendix F**.

MAC Meetings

All of the meetings conducted by the MAC were open to the public and publicized in advance to encourage public participation. At the end of each meeting, time was set aside for public comment. In addition, Committee members were available throughout the planning process to talk with residents and local government officials and were responsible for relaying any concerns and questions voiced by the public to the MAC.

Public Forum

The final meeting of the MAC, held on January 10, 2019, was conducted as an open-house public forum. The open-house format was chosen for this forum instead of a hearing to provide greater convenience for residents who wished to participate. Residents were able to come and go at any time during the forum, reducing conflicts with business, family, and social obligations.

At the forum, residents were able to review a draft of the updated Plan; meet with representatives from the participating jurisdictions, the Tri-County Regional Planning Commission and the Consultant; ask any questions; and provide comments on the draft updated Plan. Individuals attending the public forum were provided with a two-page handout summarizing the planning process and a comment sheet that could be used to provide feedback on the draft updated Plan. **Appendices G and H** contain copies of these materials.

Public Comment Period

After the public forum, the draft updated Plan was made available for public review and comment through January 25, 2019 at the Tri-County Regional Planning Commission's Office and website. Residents were encouraged to submit their comments electronically, by mail or through representatives of the MAC.

Results of Public Involvement

The public involvement strategy implemented during the planning process created a dialogue among participants and interested residents, which resulted in many benefits, a few of which are highlighted below.

- *Acquired additional information about natural hazards.* Verifiable hazard event and damage information was obtained from participants that presents a clearer assessment of the extent and magnitude of natural hazards that have impacted the Tri-County area. This information included details about thunderstorms with damaging winds, severe winter storms, floods, tornadoes and landslides not available from state and federal databases.
- *Obtained infrastructure and critical facilities damage information.* Data collection surveys soliciting information about infrastructure and critical facilities damaged by severe storms and other natural hazards were used to supplement information obtained from government databases. This information was vital to the preparation of the vulnerability assessment.
- *Increased awareness of the impacts associated with natural hazard events within the Tri-County area.* Understanding how mitigation actions can reduce risk to life and property

helped generate **144 new mitigation projects and activities** at the local level that had not been previously identified in either the original or 2010 Plan or any other planning process. In addition, six municipalities (Tremont, Morton, Eureka, Germantown Hills, Bartonville and Hanna City) that had not previously taken part in the mitigation planning process chose to participate in this Plan update.

2.3 PARTICIPATION OPPORTUNITIES FOR INTERESTED PARTIES

As part of the formation of the MAC, the Tri-County Regional Planning Commission reached out to numerous different entities (including schools, not-for-profit organizations, healthcare facilities, utilities and other interested parties) in the Tri-County area to provide them an opportunity to participate in the planning process. In addition, the Planning Commission contacted regional media outlets to publicize the process and reach anyone who might have an interest or possess information which could be helpful in updating the Plan.

Healthcare

Input was sought from the regional healthcare community. Representatives from Fondulac Rehabilitation & Healthcare, Heartland Health Services, Lutheran Hillside Village, OSF Healthcare and Snyder Village all attended MAC meetings and provided input and support to the planning process.

Schools

Representatives from Illinois Central College, Bradley University, Eureka College and the Peoria Regional Office of Education attended MAC meetings. These individuals participated in the planning process and were able disseminate information to their various organizations regarding the impacts natural hazard events have had on the Tri-County area.

Not-for-Profit

The Government Operations Liaison and the Disaster Program Manager with the Central Illinois Chapter of the American Red Cross served on the MAC and provided input into the planning process. Two meteorologists with the National Weather Service Forecast Office in Lincoln participated in the planning process and served on the MAC. They proved invaluable in identifying and verifying additional natural hazard event records. Their resources and experience helped to provide a more comprehensive understanding of the natural hazards that have impacted the Tri-County area.

Utilities

Utility companies serving the area were also invited to participate in the Plan update. Representative from the Greater Peoria Sanitary District, Illinois American Water and Ameren Illinois all attended MAC meetings and provided support to the planning process. The Emergency Response Specialist for Ameren Illinois was able to provide infrastructure damage information not available in state or federal databases that provides a glimpse into the scope of the damages that have been sustained to infrastructure from natural hazard events in the region.

Neighboring Counties

A memo was sent to EMA/ESDA coordinators in the surrounding counties inviting them to participate in the mitigation planning process and attend the Public Forum. The counties

contacted included Fulton, Knox, LaSalle, Livingston, Logan, Marshall, Mason, McLean, Stark and Peoria. **Appendix I** contains a copy of the invitation memo.

2.4 INCORPORATING EXISTING PLANNING DOCUMENTS

As part of the planning process, each participating jurisdiction was asked to identify and provide existing documents (plans, studies, reports and technical information) relevant to the updated Plan. **Figure 11** summarizes the availability of existing planning documents by participating jurisdiction. These documents were reviewed and incorporated into the Plan whenever applicable.

**Figure 11
Existing Planning Documents by Participating Jurisdiction**

Existing Planning Documents	Tazewell County Participants						Woodford County Participants				Peoria County Municipal Participants				
	Tazewell County	East Peoria	Morton	Pekin	Tremont	Washington	Woodford County	Eureka	Germantown Hills	Roanoke	Bartonville	Chillicothe	Hanna City	Peoria	Peoria Heights
Plans															
Comprehensive Plan	X		X	X	X	X	X	X	X	X	X	X	X	X	X
Emergency Management Plan	X	X		X		X	X	X			X	X		X	X
Land Use Plan			X		X	X	X	X	X		X	X	X	X	X
Codes & Ordinances															
Building Codes	X	X	X	X	X	X		X		X	X	X	X	X	X
Drainage Ordinances	X		X		X	X	X	X			X	X			X
Historic Preservation Ordinance						X					X			X	X
Subdivision Ordinance(s)	X	X	X	X	X	X	X	X	X		X	X	X	X	X
Zoning Ordinances	X	X	X	X	X	X	X	X	X		X	X	X	X	X
Maps															
Existing Land Use Map	X		X		X	X	X	X	X		X	X		X	X
Infrastructure Map	X	X	X		X	X		X			X	X			X
Zoning Map	X	X	X	X	X	X	X	X	X		X	X	X	X	X
Flood-Related															
Flood Ordinance(s)	X	X	X	X	X	X	X	X		X	X			X	X
Flood Insurance Rate Maps	X	X	X	X	X	X	X	X		X	X			X	X
Repetitive Flood Loss List	X		X								X				
Elevation Certificates for Buildings	X		X			X					X	X			