



Stakeholder Involvement Plan

for Agency and Public Involvement



Illinois Route 131 (Green Bay Road) from Russell Road to Sunset Avenue LAKE COUNTY



June 2009 | Version 1



WORKING TOGETHER...Creating a Plan for Your Community
www.IL131Project.com

Table of Contents

Section	Page
1	INTRODUCTION 3
1.1	Project Background 3
1.2	Context Sensitive Solutions 3
2	GOALS AND OBJECTIVES 4
2.1	Stakeholder Involvement Plan Goals 4
2.2	Stakeholder Identification Procedures 4
2.3	Stakeholder Involvement Ground Rules 5
3	PROJECT WORKING GROUPS 7
3.1	Project Study Group (PSG) 7
3.2	Corridor Planning Group 8
3.3	Technical Advisory Group 8
3.4	Implementation 9
3.5	Stakeholder Involvement 9
4	TENTATIVE SCHEDULE OF PROJECT DEVELOPMENT ACTIVITIES /STAKEHOLDER INVOLVEMENT 10
4.1	Step One: Stakeholder Identification, Development of the SIP, Project Initiation 10
4.2	Step Two: Developing Project Problem Statement 10
4.3	Step Three: Defining Alternates 11
4.4	Step Four: Approval of Final Alternative 11
4.5	Project Development Schedule, and Stakeholder Involvement Activities 12
5	PUBLIC INVOLEMENT PLAN ACTIVITIES 13
5.1	Stakeholder Activities 13
5.2	Public Outreach Meetings 13
5.3	Other Mechanisms for Public Involvement 16
6	PLAN AVAILABILITY AND MONITORING / UPDATES 19
6.1	Availability of the Stakeholder Involvement Plan 19
6.2	Modification of the Stakeholder Involvement Plan 19

Appendix A

Table 2-1	Lead Agencies
Table 2-2	Cooperating Agencies
Table 2-3	Participating Agencies
Table 3-1	Project Study Group (PSG)
Table 3-2	Corridor Planning Group (CPG)
Table 3-3	Technical Advisory Group (TAG)
Table 5-1	Identified Small Group Meetings
Table 6-1	Stakeholder Involvement Plan Revision History

Appendix B

Table 4-1	Project Development Schedule
-----------	------------------------------

Appendix C Glossary, Acronyms, and Abbreviation

1 INTRODUCTION

1.1 Project Background

The IL Rte. 131 study area is located in Lake County extending approximately 7.5 miles from Russell Road to Sunset Avenue. See Figure 1-1 for Location Map. The proposed improvements are anticipated to address geometric modifications, through either widening/resurfacing or reconstruction, to accommodate existing and projected 2030 travel demands. Sections of IL Rte. 131 carry as much as 21,800 Average Daily Traffic (ADT) on the two lane roadway. The corridor is developed with a mix of residential, commercial, and agricultural uses and has the Waukegan Regional Airport located in the middle. The study area traverses Newport and Benton Townships in Illinois and involves seven communities and two counties: Gurnee, Waukegan, Beach Park, Zion, Wadsworth, Winthrop Harbor, and Lake County, IL; and Pleasant Prairie and Kenosha County, WI. All of these are experiencing rapid growth with much of the agricultural area slated for residential or commercial development. The corridor is located adjacent to City of Waukegan, Zion Park District, and Lake County Forest Preserves.

Given the potential impacts that a proposed improvement could have, the project has been designated as a Context Sensitive Solutions (CSS) project. CSS is a collaborative approach that involves all stakeholders to develop a facility that fits into its surroundings and preserve scenic, aesthetic, historic, and environmental resources while maintaining safety and mobility. A Stakeholder Involvement Plan (SIP) is critical to the success of CSS principles on a project. The SIP, by its very nature, is a work in progress throughout the life of the project, and thus, subject to revision anytime events warrant.

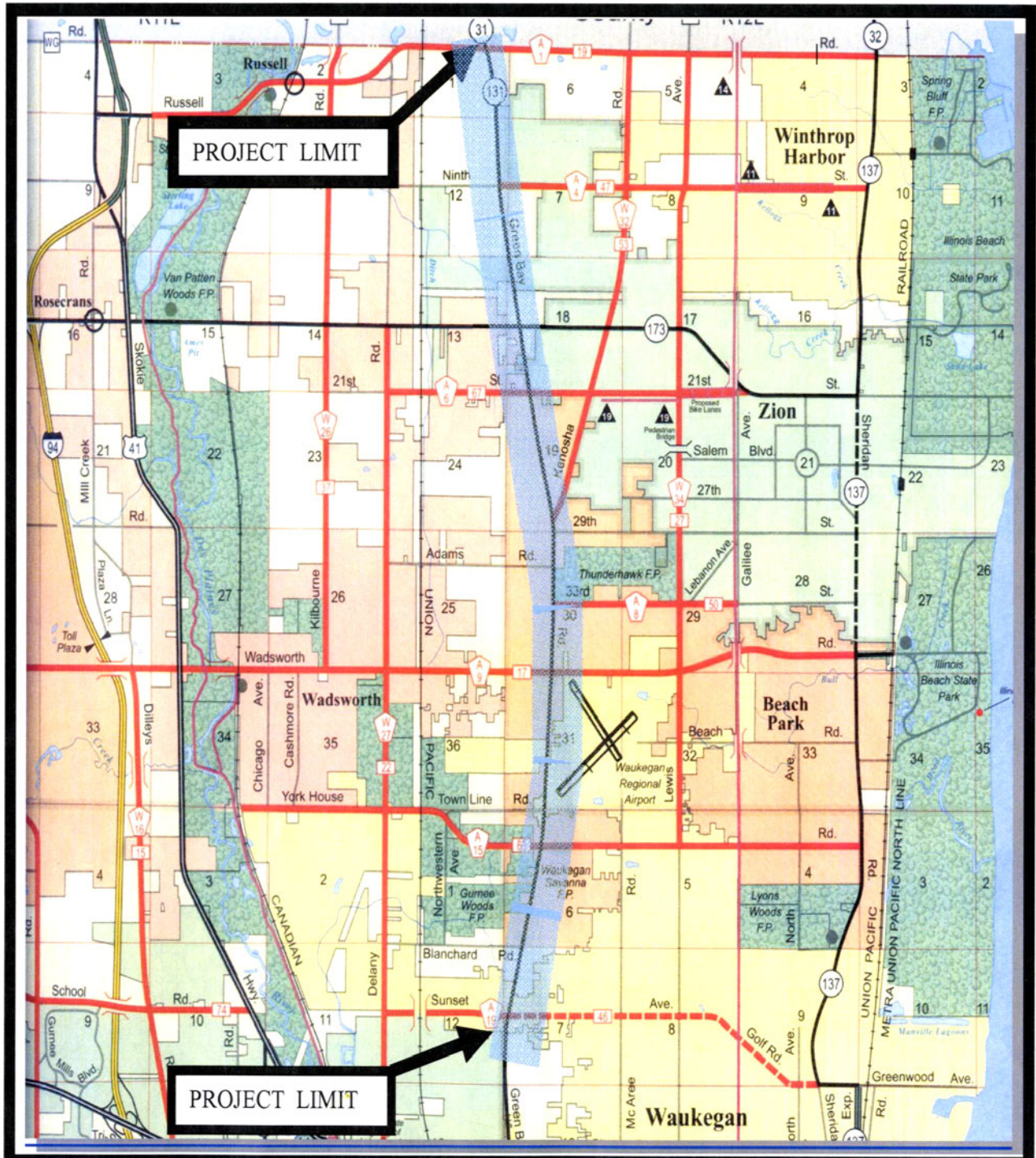


Figure 1-1 Location Map

1.2 Context Sensitive Solutions

This project is being developed using the principles of CSS per the Illinois Department of Transportation Context Sensitive Solutions (CSS) Policy and Procedural Memorandum 48-06.

“CSS is an interdisciplinary approach that seeks effective, multi-modal transportation solutions by working with stakeholders to develop, build, and maintain cost-effective transportation facilities that fit into and reflect the project’s surroundings - its “context.” Through early, frequent, and meaningful communication with stakeholders, and a flexible and creative approach to design, the resulting projects should improve safety and mobility for the traveling public, while seeking to preserve and enhance the scenic, economic, historic, and natural qualities of the settings through which they pass.”

The CSS approach will provide stakeholders with the tools and information they require to effectively participate in the study process including providing an understanding of the NEPA process, transportation planning guidelines, design guidelines, and the relationship between transportation issues (needs) and project alternatives. In other words, using the CSS process should provide all project stakeholders a mechanism to share comments or concerns about transportation objectives and project alternatives, as well as improve the ability of the project team to understand and address concerns raised. This integrated approach to problem solving and decision-making will help build community consensus and promote involvement through the study process.

As identified in IDOT’s CSS policies, stakeholder involvement is critical to project success. The CSS process strives to achieve the following:

- Understand stakeholder’s key issues and concerns.
- Involve stakeholders in the decision-making process early and often.
- Establish an understanding of the stakeholder’s project role.
- Address all modes of transportation.
- Set a project schedule.
- Apply flexibility in design to address stakeholder’s concerns whenever possible.

2 GOALS AND OBJECTIVES

The purpose of this plan is to provide a guide for implementing stakeholder involvement for the IL 131 project. The SIP will be used as a blueprint for defining methods and tools to educate and engage all stakeholders in the decision-making process for this project. The SIP has been designed to ensure that stakeholders are provided a number of opportunities to be informed and engaged as the project progresses.

2.1 Stakeholder Involvement Plan Goals

The goal of the SIP is to actively seek the participation of communities, agencies, individual interest groups, and the general public throughout the project development process. The SIP provides the framework for achieving consensus and communicating the decision-making process between the general public, public agencies, and governmental officials to identify transportation solutions for the project.

The SIP:

- Identifies stakeholders
- Identifies Project Study Group (PSG).
- Identifies the roles and responsibilities of the lead agency. (Table 2-1 in Appendix A)
- Identifies participating agencies and agency responsibilities (Table 2-2 in Appendix A)
- Identifies Corridor Groups (Corridor Planning Group and Technical Advisory Group), and their role and responsibilities.
- Establishes the timing and type of involvement activities with all stakeholders.
- Establishes stakeholder requirements for providing timely input to the project development process.

2.2 Stakeholder Identification Procedures

Per IDOT's CSS procedures, a stakeholder is anyone who could be affected by the project and has a stake in its outcome. This includes property owners, business owners, state and local officials, special interest groups, and motorists who utilize the facility. Stakeholders for this project may include, but not be limited to, the following:

- Residents
- Business owners adjacent to the study area
- Churches and schools within the project limits
- Advocates for community and historic interests

- Special interest groups (environmental coalitions, bicycle groups, etc.)
- Elected/community officials
- Government and planning agencies
- Transportation system users
- Chambers of commerce
- Neighborhood groups
- Utilities / Telecommunications
- Others outside the study area with an interest in the project
- Bicycle groups

Early coordination and/or meetings will be conducted with communities within the study area as a means of identifying interested parties and stakeholders, including individuals, businesses, community leaders and organizations within each of the communities, townships, and counties. The identification of stakeholders will be done through a combination of desktop searches and input from local community leaders. It is anticipated that new stakeholders will be added to the initial stakeholder list throughout the project. All stakeholders expressing interest in the project will be added to the project mailing/emailing list, and will be able to participate in the process through various public outreach opportunities. These opportunities include, but are not limited to, the project Website, public meetings, newsletters, and press releases (see Section 5). The project mailing/emailing list will be updated and maintained through the duration of the project.

2.3 Stakeholder Involvement Ground Rules

The SIP will be conducted based on a set of ground rules that form the basis for the respectful interaction of all parties involved in this process. These ground rules will be established tentatively with the initiation of the SIP, but must be agreed upon by the stakeholders and, therefore, may be modified based on stakeholder input.

These rules include the following:

- Input on the project from all stakeholders is duly considered in order to yield the best solutions to problems identified by the process.
- Input from all participants in the process is valued and considered.
- The list of stakeholders is subject to revisions/additions at any time as events warrant.

- All participants must keep an open mind and participate openly, honestly, and respectfully.
- All participants should work collaboratively and cooperatively to seek a consensus solution. Consensus is defined as “when a majority of the stakeholders agree on a particular issue, while the remainder of stakeholders agrees its input has been heard and duly considered and that the process as a whole was fair.”
- All participants in the process must treat each other with respect and dignity.
- The project must progress at a reasonable pace, based on the project schedule.
- Final project decisions will be made by IDOT and FHWA.

3 PROJECT WORKING GROUPS

The working group for this project will consist of a Project Study Group (PSG). Membership of the PSG may be altered during the project to allow for an optimal multi-disciplinary team. If recommended by the stakeholders and determined necessary by the PSG, additional project working groups may be formed in the future.

3.1 Project Study Group (PSG)

Per IDOT's CSS procedures, IDOT has formed a PSG, an interdisciplinary team, for developing the IL 131 project. The PSG will make the ultimate project recommendations and decisions on this project. This group consists of a multidisciplinary team of representatives from IDOT, FHWA and the project consultant (HNTB). The membership of the PSG will evolve as the understanding of the project's context is clarified.

The PSG has primary responsibility for the project development process. This group will meet throughout the study process to provide technical oversight and expertise in key areas including study process, agency procedures and standards, and technical approaches. The PSG also has primary responsibility for ensuring compliance with the SIP.

Other responsibilities of the PSG include the following:

- Expediting the project development process.
- Identifying and resolving project development issues.
- Promoting partnership with stakeholders to address identified project needs.
- Working to develop consensus among stakeholders.

The persons listed in Table 3-1 in Appendix A will form the PSG for the IL 131 project.

3.2 Corridor Planning Group

To assist in the development of the environmental and engineering studies for the IL 131 study, IDOT has proposed the establishment of a Corridor Planning Group (CPG). The purpose of the CPG is to provide input on the development of the Purpose and Need statement and the alternatives to be carried forward for evaluation in the Draft Environmental Assessment. The CPG group consists of community leaders (Mayor or Manager from each of the seven communities in the study area and the Chairpersons from Lake and Kenosha Counties, or their designees) that are affected by the study, and who have authority to enter into intergovernmental agreements. The CPG will represent the views of the communities and counties within the project area. The responsibilities of this group include providing input to the study process, and consensus at key project milestones (e.g., project purpose and need, range of alternatives to be advanced for detailed study, and the recommended alternative.) The initial invitation membership of the CPG is presented in Table 3-2 in Appendix A.

The CPG will meet both independently of as well as jointly with project task force groups (described below) during the course of the project. The meeting program will be designed to encourage timely and meaningful opportunities for input, and to encourage information sharing and collaboration between the CPG, technical advisory group, and the PSG.

Any community outside the study area that shows interest in the project, that is not part of the CPG, will be added to the stakeholder list, ensuring they will receive meeting invitations, newsletters, and project updates. The project team will also be available to meet with organizations on a one-on-one basis throughout the project.

3.3 Technical Advisory Group

The technical advisory groups (TAG) provide a means for obtaining structured input from a diverse set of stakeholders. The three TAG categories (Environmental, Land Use, and Transportation) will focus on technical aspects of the project development process and will provide external subject-matter information and input with respect to environmental, land use, and transportation.

The TAG will comprise of stakeholders with expertise or technical interest in these areas. The task force members may include CPG members or designated staff and other governmental bodies, transportation agency, or interest group. The TAG members will be identified by the PSG, with input from the CPG.

The TAG will meet throughout the project development process. The TAG input will be considered and will be shared with the CPG. The TAG may be asked to address the CPG to help communicate technical subject-matter issues. The meeting program will be designed to encourage timely and meaningful opportunities for input into the project process. The initial invitation membership of the TAG is presented in Table 3-3 in Appendix A.

3.4 Implementation

Public involvement in the planning process begins as soon as the study starts and continues - throughout the project. This report serves as a guide for public involvement in Phase 1 of this study, but includes strategies that can be used through all project phases. Implementation of this plan requires the commitment and efforts of all involved parties. As an implementation guide, this plan links specific strategies to the study schedule and identifies the audience each strategy is intended to reach. Implementation of this plan requires the commitment and efforts of all study participants and includes actions, responsibilities, and timing. The PSG will be responsible for the overall development, implementation and coordination of the Public Involvement plan.

3.5 Stakeholder Involvement

Any stakeholder that shows interest in the project will be added to the stakeholder list, ensuring they will receive newsletters, meeting invitations, and project updates. The project team will also be available to meet with stakeholder groups on a one-on-one basis throughout the project, if deemed necessary. In addition, stakeholders will be informed about the project website where they can access information and submit comments.

4 TENTATIVE SCHEDULE OF PROJECT DEVELOPMENT ACTIVITIES / STAKEHOLDER INVOLVEMENT

This section describes the general project development process and tentative schedule, project activities, and associated stakeholder involvement activities.

4.1 Step One: Stakeholder Identification, Development of the SIP, Project Initiation

This stage of the project development process includes various agency notifications, project organizational activities, and scoping activities. These activities include, but are not limited to, the following:

- Assemble and organize the PSG and project working groups (CPG, TAG).
- Develop the SIP and post to the project website.
- Prepare a community context audit (PSG and project stakeholders). The context audit will identify unique community characteristics that contribute to the project's context and will need to be considered in the project development process.
- Conduct regulatory/resource agency EA scoping activities.
- Organize and hold public kick-off meeting to educate stakeholders on the project process and study area, history, and identify study area issues/concerns.

4.2 Step Two: Developing Project Problem Statement

This stage of the project consists of the identification of transportation problems in the study area and the development of project goals and objectives. Project purpose discussions will focus on providing stakeholders with background on known traffic safety problems or congestion/operational problems, traffic forecasts, and their anticipated effects on future traffic conditions. This will help set the stage for meaningful discussions about potential solutions.

This information will be used as the basis for the development of the project Purpose and Need statement. Activities in this stage include the following:

- Commence with an informational meeting of the PSG with stakeholders to explain the ground rules and gather input to begin developing a clear statement of the transportation problems to be solved by the project. (CPG/TAG Meeting 1)
- Upon completion of a clear problem statement, this must be accepted by consensus of the stakeholders. (CPG Meeting 2)

- Development of the project Purpose and Need statement; opportunities for stakeholder review will be provided. (Public Meeting 2)
- Agency concurrence on the Purpose and Need.

4.3 Step Three: Defining Alternatives

A range of project alternatives will be considered to address the project Purpose and Need. The alternatives development process will be iterative in nature providing progressively greater detail. Numerous opportunities will be provided for stakeholder input to the development and evaluation of alternatives. Steps in the alternatives development process include the following:

- Identification of alternative development procedures, planning and design guidelines, and alternative evaluation procedures. This information will serve as the general guidance for the alternatives development and evaluation process. (Public Meeting 2)
- Identification of initial alternatives. (CPG/TAG Meetings)
- Evaluation of the initial alternatives.
- Identification of the alternatives to be carried forward. (Public Meeting 3)
- Evaluation of the alternatives to be carried forward.
- Agency concurrence with the alternatives to be carried forward through the NEPA/ 404 Merger Process.

4.4 Step Four: Approval of Final Alternative

The process will continue with the identification and concurrence of the preferred alternative and completion of the EA. Activities in this stage of the project development process include the following:

- Tentative identification of the preferred alternative based on stakeholder input.
- Preferred alternative refinements to address stakeholder comments received at Public Meeting 4.
- Agency concurrence on the Selected Alternative.
- Preparation and approval of the EA.

4.5 Project Development Schedule, and Stakeholder Involvement Activities

The tentative schedule for project development activities and stakeholder involvement activities is presented in Table 4-1 in Appendix B.

5 PUBLIC INVOLVEMENT PLAN ACTIVITIES

The following activities are proposed as the public involvement plan for Phase 1 of the Illinois 131. Unless otherwise noted, the PSG is the responsible party for activities and coordination. All activities will be approved by IDOT before proceeding. The designated point of approval at District 1 is Ken Doll. He will coordinate internal IDOT reviews and approvals including consolidating review comments and resolution of conflicting issues.

Each strategy is described, identifies a target audience, and includes an implementation schedule.

5.1 Stakeholder Activities

Stakeholders are identified as all residents of the study area, and those interested parties who can directly affect the outcome of a planning process. There are two key groups of stakeholders identified in this study: those with decision making capabilities related to implementing transportation investments; and those with public standing that speak for the general public and can influence the broader spectrum of public opinion. These representatives, divided into two groups, include:

- Local, regional, state and federal elected and appointed officials and agency representatives with jurisdiction over the transportation planning process and affected environmental, historic, cultural and economic resources; and
- Corridor residents, corridor businesses, professional associations and local, regional and potentially statewide community, civic and environmental organizations

Media publication and broadcast groups – critical to informing the public and affecting public opinion are addressed later in this Section.

5.2 Public Outreach Meetings

Stakeholder involvement for the IL 131 study will be an ongoing process from project initiation through completion. Various meetings will be held throughout the project development process to provide outreach opportunities to all stakeholders. Additional meeting opportunities are listed below.

Small Group Meetings

Small group meetings will engage stakeholders, share information and foster discussion by addressing specific project issues, allowing for more specialized discussions and input, and aiding the general public in better understanding the project goals and objectives. Small group meetings will be ongoing throughout the project. As identified in Table 5-1 in Appendix A, these meetings will include the

project team, local agencies and organizations, members of the business community, Waukegan Airport, forest preserves, and various property owners. Project handouts or other appropriate meeting materials will be prepared for distribution at these meetings.

Speakers' Bureau

A speakers' bureau, consisting of IDOT and Consultant staff, will be assembled to present project-related information to interested local civic or service organizations, such as Rotary Clubs, Kiwanis, etc. Relevant project information will be assembled in presentation format and updated on a regular basis with available and current project information. These meetings will occur as requested.

Agency Coordination

Preparation of an Environmental Assessment (EA) requires compliance with many local, state and federal rules, regulations and laws. In order to ensure compliance, coordination will be carried out with resource agencies periodically throughout the EA. Initially, a general meeting will be held with local, state and federal resource agencies as part of the Scoping process. As the project progresses, meetings may be held with individual resource agencies to discuss environmental findings and to obtain concurrence through the NEPA 404 Merger process.

Elected Officials Briefings

Briefings will be conducted with local and regional elected officials, including legislators, regarding project updates and progress. These meetings may be held just prior to the public meetings/hearing at major milestones in the project. Appropriate project summary materials will be prepared for distribution at these meetings.

Public Meetings

Public involvement for the IL 131 project also will include opportunities for broader public meetings in the form of public information meetings, stakeholder workshops, and a public hearing. These large-scale meetings will encourage public attendance and foster public awareness of project developments and alternatives that are being evaluated. These meetings also will provide a forum for general public input, including concerns and comments regarding project alternatives. Four public meetings will be held to coincide with major project milestones during the project development process. Please note that the dates shown below in parentheses are tentative and therefore subject to change.

- The first meeting, held in October 2008 served as a project kickoff providing information regarding the study process and objectives, and an opportunity for the public to share its perspectives regarding transportation issues and project concerns.
- The second meeting/workshop (July 2009) will present the project purpose, and solicit input to aid in developing alternatives.
- The third meeting (December 2009) will present alternatives to be evaluated, as well as presenting and soliciting feedback on the evaluation methods.
- The fourth meeting (June 2010) will present the alternatives evaluation findings.

These meetings will utilize various public informational techniques such as project boards, handouts, and PowerPoint or multimedia presentations summarizing the project work and findings to date. The meetings will be advertised by postcard invitations, public notices placed in area newspapers, on the project website, and on 3rd party websites. Opportunities for the public to provide written comments (comment forms) will be available at the meetings. Translation services will be provided as they are requested.

Public Hearing

A public hearing for this project, anticipated in 2011, will be held as required by NEPA. The signed EA will be available at the Public Hearing. The meetings will be advertised by postcard invitations, public notices placed in area newspapers, on the project website, and 3rd party websites. The Public Hearing will utilize various public informational techniques such as project boards, handouts, and PowerPoint or multimedia presentations summarizing the project work and findings to date. Opportunities for the public to provide written (comment forms) and verbal comments via a court reporter will be available at the hearing. Translation services will be provided.

Stakeholder Workshops

Multiple stakeholder workshops will be conducted as a means to obtain stakeholder input regarding various project issues and potential system solutions. Renderings and visualizations will be developed to illustrate concepts and issues that have been raised, developed, and evaluated. The renderings and visualizations will be dependant on the topic of discussion and format of the particular workshop.

5.3 Other Mechanisms for Public Involvement

In addition to the meeting opportunities described in the preceding section, there will be several other methods for the public to obtain information about the project. These methods (noted below) will provide information and opportunity for feedback regarding upcoming public meeting events, project schedule, and general project status updates within the study area.

Mailing List

To support public meeting invitations, newsletter distribution and other direct public contact, a mailing list will be developed and updated. Phone numbers and e-mail addresses will be added to the list, as available.

A mailing list will be developed that will include such recipients as landowners; federal, state, and local officials; special interest groups; resource agencies; businesses; and members of the public. The mailing list will be developed using existing resources (names and addresses of officials from other recent projects in the area), as well as other identified stakeholders. The mailing list will include government and business leaders and addresses in the immediate area. This list will be updated throughout the project through various means of communication, such as sign-in sheets and the project website.

Public Website

In an effort to utilize electronic resources, disseminate information to the public and to receive input and comments, a public website will be developed. This website will provide a centralized source of information, available to anyone with access to the internet at any time. The IL 131 website will have the capability of maintaining a history of the project in a cost-effective manner.

To facilitate access to project information, this website will be in addition to the IDOT website, with links between the two. Information posted on the website will include project history, study process and information, maps, photos, reports, and electronic versions of printed collateral. Key informational pages will be translated in Spanish. The website will also allow for two-way communication (comment forms), through the use of e-mail. For consistency, the website will be updated on the same schedule as the study's major milestones.

Website Domain: WWW.IL131PROJECT.COM

Newsletters

A common communication tool for a project is the use of newsletters. To assist with the consistent delivery of information on the progress of this project, five newsletters will be produced at key project milestones. These newsletters will not only expound upon the basic information found on the website but also update readers on the study's progress. A project logo and communication design theme will be created for printed collateral. Newsletters are intended for staff use as well as for the public; staff use will ensure that the correct and same information is relayed in response to questions and inquiries.

Media Strategies

An effective method of informing the general public about a project and its results is through broadcast and print media. To effectively use the media, a number of media strategies will be employed to provide accurate and frequent coverage of the project and the study. Media strategies to be used during this study include message development, press releases, publication pieces, media correspondence, and one-on-one briefings with agency-designated spokespersons; these strategies will be conducted throughout the study.

The goal is to issue a number of press releases throughout the study period. Incorporating the key message, these press releases will announce public meetings, study work to date, important results, and next steps.

Public Response and Communication

Throughout this study, direct public comment will come in the form of e-mail (via a direct link from the website), standard mail, phone calls and comment forms from meetings and briefings. Indirect public comment will come through the media, non-agency sponsored meetings and third party websites. It is important to address public comment so that the public understands that its concerns and opinions are being recognized and to monitor indirect public comment, to be able to respond to potentially problematic issues such as misinformation.

Mail and e-mail responses offer the time to develop a personalized response, yet timeliness is important as well. A week for developing, editing, approving and mailing the response is a proposed time frame throughout the study process.

Phone calls and standard mail will be answered by IDOT, unless the study team is requested to complete the response. Monitoring other meeting activity, third party websites and media reports will continue throughout the study. Reports on the activity will be detailed and stored as they occur.

6 PLAN AVAILABILITY AND MONITORING / UPDATES

The SIP is a dynamic document that will be available to stakeholders and updated as appropriate through the duration of the project. This section describes SIP stakeholder review opportunities and plan update procedures.

6.1 Availability of the Stakeholder Involvement Plan

The PSG will make the SIP available to stakeholders for review at Public Meetings and on the project Website. The stakeholder review period for the SIP will be 30 days from date of release. As the project proceeds forward, IDOT will update the SIP on a regular basis to reflect appropriate changes or additions. IDOT will advise stakeholders of future SIP updates and post updates on the project Website.

6.2 Modification of the Stakeholder Involvement Plan

The plan will be reviewed on a regular basis for continued effectiveness and updated as appropriate. Plan administration includes, but is not limited to, the following:

- Maintaining a current list of project stakeholders
- Maintaining a detailed public involvement record (log) that includes records of all stakeholder contacts, meetings, and comments.
- Ensuring two-way communication and timely responses to stakeholders through formal and informal channels.

Revisions to this SIP may be necessary through all phases of the project. The PSG will provide updated versions of the SIP to all agencies involved, as necessary. Cooperating agencies should notify IDOT of staffing and contact information changes in a timely manner. Plan updates will be tracked in Table 6-1 in Appendix A.

Appendix A
Tables

**Table 2-1
Lead Agencies**

Agency Name	Role	Other Project Roles	Responsibilities
Federal Highway Administration	Lead Federal Agency		
Illinois Department of Transportation	Joint-Lead Agency		

**Table 2-2
Cooperating Agencies and Agency Responsibilities**

Agency Name	Role	Cooperating Agency Response	Other Project Roles	Responsibilities
Illinois Department of Natural Resources	Cooperating Agency	Pending		
Transportation Security Administration	Cooperating Agency	Pending		

**Table 2-3
Participating Agencies and Agency Responsibilities**

Agency Name	Requested Role	Participating Agency Response	Other Project Roles	Responsibilities
Advisory Council on Historic Preservation	Participating Agency	Pending		
Illinois Historic Preservation Agency	Participating Agency	Pending		
Chicago Metropolitan Agency for Planning	Participating Agency	Pending		
Lake County	Participating Agency	Pending		
Kenosha County	Participating Agency	Pending		
Lake County Forest Preserve District	Participating Agency	Pending		
Federal Emergency Management Agency	Participating Agency	Pending		
PACE	Participating Agency	Pending		
Village of Beach Park	Participating Agency	Pending		
Village of Gurnee	Participating Agency	Pending		
Village of Wadsworth	Participating Agency	Pending		
Village of Waukegan	Participating Agency	Pending		
City of Zion	Participating Agency	Pending		
Village of Winthrop Harbor	Participating Agency	Pending		
Wisconsin Department of Transportation	Participating Agency	Pending		
Federal Aviation Administration	Participating Agency	Pending		
U.S. Army Corps of Engineers, Chicago District	Participating Agency	Pending		
U.S. Environmental Protection Agency	Participating Agency	Pending		
U.S. Fish and Wildlife Service	Participating Agency	Pending		

**Table 3-1
Project Study Group Members**

Agency Name	Contact Person/Title	E-mail & Mailing Address
Illinois Department of Transportation	Pete Harmet Bureau Chief of Programming	Pete.Harmet@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	John Baczek Section Chief of Programming	John.Baczek@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Marnell Morse Consultant Studies Engineer	Marnell.Morse@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Ken Doll Project Studies	Ken.Doll@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Sam Mead Section Chief of Environmental	Sam.Mead@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Vanessa Ruiz Environmental Unit	Vanessa.Ruiz@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Rick Wojcik Section Chief of Hydraulics Unit	Rick.Wojcik@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Lynn Hobbs Hydraulics Unit	Lynn.Hobbs@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Mehdi Geraminegad Hydraulics Unit	Mehdi.Geraminegad@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Walt Zyznieuski Bureau of Design & Environment	Walter.Zyznieuski@illinois.gov IDOT 2300 South Dirksen Parkway Springfield, IL 62764

**Table 3-1
Project Study Group Members**

Agency Name	Contact Person/Title	E-mail & Mailing Address
Illinois Department of Transportation	Greg Feeny Bureau of Design & Environment	Greg.Feeny@illinois.gov IDOT 2300 South Dirksen Parkway Springfield, IL 62764
Illinois Department of Transportation	Rick Wanner Bureau of Land Acquisition	Rick.Wanner@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Mike Cullian Bureau of Land Acquisition	Mike.Cullian@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Mark Jenkins Bureau of Electrical Operations	Mark.Jenkins@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Catherine Kibble Consultant Unit Section Chief	Catherine.Kibble@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Pending Local Roads, MFT Engineer	@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Jim Stumpner Bureau of Maintenance	James.Stumpner@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Steve Travia Bureau Chief of Traffic	Steve.Travia@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Pending Bureau of Construction	@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196
Illinois Department of Transportation	Pending Bureau of Materials	@illinois.gov IDOT District 1 201 W. Center Court Schaumburg, IL 60196

**Table 3-1
Project Study Group Members**

Agency Name	Contact Person/Title	E-mail & Mailing Address
Federal Highway Administration	Hassan Dastgir Transportation Engineer (Region 1)	hassan.dastgir@fhwa.dot.gov Federal Highway Administration 3250 Executive Park Drive Springfield, IL 62703
Federal Highway Administration	Matt Fuller Environmental Programs Engineer	Matt.Fuller@fhwa.dot.gov Federal Highway Administration 3250 Executive Park Drive Springfield, IL 62703
CMAP	Randy Blankenhorn Executive Director	rblankenhorn@cmapp.illinois.gov CMAP 233 S. Wacker Drive Suite 800 Chicago, IL 60606
CMAP	Don Kopec Programming & Operations	dkopec@cmapp.illinois.gov CMAP 233 S. Wacker Drive Suite 800 Chicago, IL 60606
HNTB	Don Wittmer Project Manager	dwittmer@hntb.com HNTB 111 North Canal Street Suite 1250 Chicago, IL 60606
HNTB	Derek Johnson Project Engineer	djohnson@hntb.com HNTB 111 North Canal Street Suite 1250 Chicago, IL 60606
HNTB	Caron Kloser Environmental	ckloser@hntb.com HNTB 11414 West Park Place Suite 300 Milwaukee, WI 53224-3526
Images, Inc.	Tracy Morse Public Involvement	tracy.morse@imagesinc.net 400 W. Liberty Ste B Wheaton, IL 60187
Images, Inc.	Carrie Hansen Public Involvement	Carrie.Hansen@imagesinc.net 400 W. Liberty Ste B Wheaton, IL 60187

**Table 3-2
Corridor Planning Group**

Agency Name	Contact Person/Title	Participation	Other Project Role(s)
Village of Beach Park	Milton Jensen / Mayor		Pending
Village of Gurnee	Kristina Kovarik / Mayor		Pending
Village of Wadsworth	Glenn Ryback / Village President		Pending
City of Waukegan	Robert Sabonjian / Mayor		Pending
Village of Winthrop Harbor	Robert Loy / Mayor		Pending
City of Zion	Lane Harrison / Mayor		Pending
Village of Pleasant Prairie	John P. Steinbrink		Pending
Lake County	Suzi Schmidt / Chairman		Pending
Lake County DOT	Marty Buehler / Director of Transportation		Pending
Kenosha County	Joseph Clark / Chairman		Pending

**Table 3-3
Technical Advisory Group (TAG)**

TAG	Agency Name	Contact Person/Title	Other Project Role(s)
Environmental			
	Village of Beach Park	Ken Lopez/Village Administrator	Participant
	Resident	Jill Lenihan	Participant
	Lake County Storm Water Management Commission	Michael Warner/Executive Director	Participant
	City of Zion	John Jones/Public Works Superintendant	Participant
	Village of Wadsworth	Moses Amidei	Participant

**Table 3-3
Technical Advisory Group**

TAG	Agency Name	Contact Person/Title	Other Project Role(s)
Land Use			
	Beach Park Economic Development Committee	Bryan W. Swank	Participant
	Village of Beach Park	John Hucker/Trustee	Participant
	Village Beach Park	Ken Lopez/Village Administrator	Participant
	Resident	Jill Lenihan	Participant
	Waukegan Port District	Duncan Henderson	Participant
	Lake County Planning	Phil Rovang/Director	Participant
	Village of Wadsworth	Moses Amidei/Administrator	Participant
	Village of Beach Park	John McIntyre/Economic Development Chair	Participant

**Table 3-3
Technical Advisory Group**

TAG	Agency Name	Contact Person/Title	Other Project Role(s)
Transportation			
	Wadsworth Road and Bridge	Lynn Schlosser/Chair	Participant
	Village of Beach Park	Ken Lopez/Village Administrator	Participant
	Resident	Jill Lenihan	Participant
	Waukegan Port District	Duncan Henderson	Participant
	Resident	Milka Velega	Participant
	Lake County DOT	Paula Trigg	Participant
	Waukegan Port District	Jim Stanczak/Airport Manager	Participant
	City of Zion	Ron Colangelo/Engineer	Participant
	CMAP	Don Kopec	Participant
	Village of Wadsworth	Moses Amidei/Administrator	Participant

**Table 5-1
Identified Small Group Meetings**

	Agency Name	Contact Person/Title	Other Project Role(s)	
Geographic Interests	Adjacent Property Owners & Renters	Pending		
	Commercial Property Owners	Pending		
	Institutional (Education, Religious)	Pending		
	Waukegan Regional Airport	Jim Stanczak / Airport Manager		
	Benton Greenwood Cemetery	Jan Suthard / Supervisor		
	Thunderhawk Golf	Bonnie Thompson Carter / President		
	Oakdale Cemetery	Dick LaBelle / President		
	Transportation/Emergency Service Providers	Emergency Services (Fire, Police, Hospitals, Sheriff)	Pending	
U.S. / State / Regional / Local Officials	Lake County Forest Preserve & Waukegan Savanna Forest Preserve	Bonnie Thompson Carter / President		
	Lake County Board Members	Suzi Schmidt / President		
	Lake County Board Members	Brent Paxton / 4 th District		
	Lake County Board Members	Robert Sabonjian / 8 th District		
	Lake County Board Members	Randall E. Whitmore / 2 nd District		
	City of Waukegan	Robert Sabonjian / Mayor		
	Village of Beach Park	Milton Jensen / Mayor		
	City of Zion	Lane Harrison / Mayor		
	Village of Gurnee	Kristina Kovarik / Mayor		
	Village of Winthrop Harbor	Joe Leech, Jr. / Mayor		
	Village of Wadsworth	Glenn Ryback / Village President		
	Benton Township	Jan Suthard / Supervisor		
	State Elected Officials			
	Council of Mayors	Bruce Christiansen		
	Permitting Agencies	Corps of Engineers	Mitch Isoe / Branch Chief	
	State Historic Preservation Agency	Don Kilma Director		
Lake County Storm Water Management	Mike Warner / Director			
Transportation Professionals	CMAP	Randy Blankenhorn / Executive Director		
Special Interest Groups	Pace			
Chicagoland Bicycle Federation	Bob Sadowsky / Executive Director			
Lake County Chamber of Commerce	Lou Molitor / President			

Lake County Historical Society
Chambers of Commerce
(local and regional) Pending

Table 6-1
SIP Revision History

Version	Date	Document Name	Revision Description
1	June 2009	Stakeholder Involvement Plan	Original

Appendix B

Project Development Schedule

Appendix B
Table 4-1

IL 131 Phase 1 Project Schedule

Scope Task	2008												2009												2010												2011												2012																												
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D																	
1 Data Collection																																																																													
2 Mosaics																																																																													
3 Supplemental Survey																																																																													
4 Environmental Data, Inventory and Analysis																																																																													
5 Purpose & Need																																																																													
6 Location Drainage Study																																																																													
7 Noise Analysis																																																																													
8 Air Quality Analysis																																																																													
9 Determine Comprehensive Impacts																																																																													
10 Identify Measures to Minimize Harm																																																																													
11 Alternate Geometric Studies																																																																													
12 Crash Analysis																																																																													
13 Traffic Maintenance Analysis																																																																													
14 Intersection Design Studies																																																																													
15 Environmental Assessment																																																																													
16 Combined Design Report																																																																													
17 Public Involvement																																																																													
21 Wetland Impact Evaluation																																																																													
22 Section 4(f) Evaluation																																																																													
23 Section 106 Evaluation																																																																													
Public Meetings																																																																													
Public Hearing																																																																													

Appendix C

Glossary, Acronyms, and Abbreviation

Appendix C

Glossary, Acronyms, and Abbreviations

Glossary

Alternative	One of a number of specific transportation improvement proposals, alignments, options, design choices, etc. in a study. Following detailed analysis, one improvement alternative is chosen for implementation.
Consensus	When a majority agrees upon a particular issue, while the dissenting remainder agrees that their input has been heard and duly considered and that the process as a whole was fair.
Context Sensitive Solutions	Balance between mobility, community needs and the environment while developing transportation projects. This is achieved through involving stakeholders early and continuously, addressing all modes of transportation, applying flexibility in the design, and incorporating aesthetics to the overall project.
Environmental Assessment	A document prepared in compliance with the National Environmental Policy Act (NEPA) for federally-funded transportation projects that do not fall under any categorical exclusion category and do not appear to be sufficient magnitude to require an EIS.
National Environmental Act(NEPA)	The federal law that requires the preparation of an Environmental Impact Policy Statement (EIS), Environmental Assessment (EA), or Categorical Exclusion (CE).

Acronyms

ADT	Average Daily Traffic
BDE	Bureau of Design and Environment
CA	Cooperating Agencies
CMAP	Chicago Metropolitan Agency for Planning
CPG	Corridor Planning Group
CSS	Context Sensitive Solutions
EA	Environmental Assessment
FHWA	Federal Highway Administration
IDNR	Illinois Department of Natural Resources
IDOT	Illinois Department of Transportation
IEPA	Illinois Environmental Protection Agency
NEPA	National Environmental Policy Act
PA	Participating Agencies
PSG	Project Study Group
SIP	Stakeholder Involvement Plan
TAG	Technical Advisory Group