

# Meeting Notes

Subject:	Meeting Minutes – Community Advisory Group (CAG) Meeting #1		
Client:	Illinois Department of Transportation – Region 2 – District 2		
Project:	IDOT PTB167/ITEM 20 WO 3: IL 2 CSS	Project No: <b>226558</b>	
Meeting Date / Time:	June 4, 2014 / 5:30 p.m. – 7:30 p.m.	Meeting Location: Byron Public Library, Byron, IL	
Notes by:	HDR		

Attendees: Sign-in sheets (2) attached.

- David Almy
- John Barnhart, Oregon Park District
- Greg Beitel, Former Ogle County Sheriff
- John Bukoski
- Dave Christian, Autoland
- Matt Farmer, IDOT Project Engineer
- Gerry Follmar
- Nancy Follmor
- Tom Hartley, Winnebago County Forest Preserve
- Kevin Henson, IDOT Project Manager
- Jerry Jackson
- Rod Kramer
- Handouts:
  - Community Context Audit Form
  - CAG Meeting #1 Powerpoint
  - CAG Meeting # 1 Powerpoint
- **Topics Discussed:** 
  - 1. Welcome (HDR) and introduction of attendees (5:30 p.m.)
  - 2. HDR provided overview of the Planning Process included explanation of the Project Implementation Process, the Phase I Study Process, the National Environmental Policy Act (NEPA) Process, Context Sensitive Solutions (CSS) process and the Stakeholder Involvement Plan in relation to the project.

The Project Implementation Process defines the three steps a project goes through. The first step is Phase I Preliminary Engineering, the second step is Phase II Design, and the third step is Phase III Construction.

The IL 2 project is currently in the Phase I step. In this step the problem will be defined, the purpose and need of the project will be defined, and the potential solutions will be evaluated to avoid or minimize impact to the environment. The laws that govern this process fall under the National Environmental Policy Act (NEPA).

- Mike Marchyshyn, HDR
- Jennifer Mitchell, HDR
- David Nelson
- Jerry Paulson, Smeja Family Foundation
- Frank Schier, Rock Rover Trail/Rock River Times
- Mark Schwendau
- Jill Smeja Gnesda, Nordic Investment Corp.
- Kim Smeja, Smeja Foundation
- Alan Smith
- Barb Smith
- Chad Spreeman, IDOT Studies & Plans Squad Engineer

Another aspect of Phase I is public involvement. In recent years a new approach to public involvement has evolved. The new approach is Context Sensitive Solutions or CSS. The intent of CSS is to engage the public, or stakeholders, early in the decision making process. A Stakeholder Involvement Plan or SIP is developed to define the roles of the stakeholders and the methods in which data and information will be shared and obtained. The SIP also has ground rules detailing the interaction and decision making process of the CAG and the Department of Transportation.

3. HDR provided overview of the Community Advisory Group (CAG) – included explanation of purpose, structure, roles, responsibilities and expectations throughout the CSS process as well as presentation of the CAG General Agreement and Ground Rules.

The CAG consists of stakeholder who have an interest in the outcome of the project. Stakeholders may be residents, business owners, environmental and recreational groups, etc. The stakeholders are representatives of the affected community(ies) and users of the corridor. There will be approximately 20-25 members of the CAG. It is expected to meet 5 to 7 times over the course of the project. It is expected to share thoughts and ideas openly and unbiased. It is expected that the members of the CAG will share the information and reasoning of decisions made to the community.

- Q: HDR Are there any applicants who do not feel they can fulfill the roles, responsibilities and expectations of the CAG?
- A: No response from attendees.
- 4. HDR provided explanation of the CAG member selection process and presented a map showing the geographic distribution of the CAG applicants (22) by interest group type. Each present CAG applicant was identified and provided additional information on their interest group representations.
  - Q: HDR Is there anyone present who has not submitted a CAG application and would like to be considered for CAG membership?
  - A: Attendees Three attendees requested to be considered for CAG membership, including: Tom Hartley (Winnebago County Forest Preserve), John Bukoski (Resident), and John Barnhart (Oregon Park District). They each provided their geographic location and interest group representation. The three individuals were then added to the list of CAG applicants (25).

Attendees, IDOT and HDR discussed the geographic coverage and interest representations of CAG applicants listed and reached a consensus that all 25 CAG applicants provide a diverse representation of the community and interest groups and therefore are accepted into the CAG.

5. HDR provided a study overview – included presentation of the history of the roadway, existing conditions, safety concerns, crash severity (2008-2012), traffic volumes and the purpose for the study.

The project corridor extends from and includes the intersections of IL 72 in Byron and Beltline Road in Rockford.

The roadway was originally constructed in 1925 of concrete and was 18 feet wide. The pavement was widened to 22 feet in 1955. The pavement was further widened to 25 feet in 1984. Over the years there have been asphalt resurfacings over the original concrete.

Crashes were gathered for the most recent 5 years, 2008-2012. Eighty-three percent of the crashes occurred within a section of the corridor, not at the intersections. Typically more crashes occur at intersections and not sections of the corridor. There are three sections that have been identified as the top 5% based upon severity of crashes and occurrence of crashes.

Crashes occur due to the narrow shoulders and limited sight distance along curves, side roads and driveways and deteriorating pavement. There are also roadside hazards. They consist of trees near the roadway and guardrail that is failing.

The existing traffic volumes along the corridor range from 8,250 to 10,200 vehicles a day. Projects are designed for a 20-year life. Therefore, the traffic projection in 20 years ranges from 10,000 to 12,500 vehicles a day. The general growth is approximately 1% per year. This is a low growth rate.

6. HDR provided a summary of Public Information Meeting #1 – included explanation of the meeting materials and structure as well as, the roadway issues/concerns heard and comments received from the public.

The meeting was held on May 7, 2014 at St. Mary's Church. Display boards and a video presentation explained the CSS process and requested interested parties to apply. A summary brochure was also provided to all attendees. Over 100

residents, business owners, and government officials attended the meeting. Each attendee was provided a comment form in which they could state their concerns and issues with the project.

The issues and concerns received included: safety, deteriorating pavement, emergency response, narrow shoulders, funding, traffic signal placement, roadway hazards, active eagle nests, high crash rates, and preservation of a scenic route.

7. HDR provided overview of project logos and branding – included visual examples.

The intent of the project logo is to form an identity for the project and the CAG. All documentation will include the project logo and all information shared will be easily identified as project data.

Attendees brainstormed ideas for project logo and branding. The key points the CAG would like to have expressed are:

- Blackhawk Tribes presence in area, travel routes
- Blackhawk Trail
- Stagecoach route was an old stagecoach trail
- Pioneers used route in area for travel
- Canoeing
- Fall colors yellows, oranges, reds
- "Hudson River Valley of the Midwest"

- Rock River Trail
- Legislative designation of route as Blackhawk Trail
- River
- Wildlife
- Recreation
- Historic
- Retreat, Scenic Gateway, Get-Away
- 8. HDR provided overview of a Community Context Audit including explanation of the purpose, components and application. *See attached handout* and distributed Community Context Audit Forms to attendees.
- 9. Attendees completed Community Context Audit Forms in groups of 4 to 5 people and brainstormed issues/concerns with the roadway as it is today. The resulting issues/concerns were collectively discussed and grouped into key themes:

<u>Safety</u>	<u>Recreation</u>	<b>Environmental</b>	Maintenance/Design	
Inadequate shoulders	Camping	Indian mounds	Removal of leaning/dead trees	
No passing lanes	Fishing	Historic		
Safety	Water access	Land & Water	Tree pruning/replacement	
Narrow	Scenic drive	Litter	Pavement conditions Speed control	
Driveways & access points	Bicycle use & safety	Wildlife conservation		

Farm field access

Closing of Old State Road

Railroad blockages

Traffic controls

Speed / speeding was a concern discussed. HDR indicated speed was an enforcement issue. Mr. Beitel (Former Ogle County Sheriff) indicated that the roadway was not safe to enforce speeding violations. HDR discussed that design was the issue in relation to enforcement. The CAG stated they felt if the speed was lower than people would drive slower. Ms. Mitchell indicated that the speed issue would be tabled and discussed again.

- 10. HDR provided overview of a project's Problem Statement included discussion of examples and explanation of the purpose and content. Examples are in the slide presentation
- 11. HDR provided overview of a project's Purpose & Need included discussion of examples and explanation of the purpose and content. Examples are in the slide presentation.
- 12. HDR presented a Project Schedule showing the timeline by quarter and context of tasks to be completed.

The schedule reflects that the CAG will work on identifying the issues and concerns, developing a problem statement and developing a purpose and need before the summer. Then alternatives will be developed and screened in the summer / fall of 2014. The overall project is anticipated to be complete by the summer of 2015.

- 13. HDR presented methods for the CAG to communicate with the project team and obtain project information/updates:
  - Website: www.dot.il.gov/IL2IL72/index.html
  - Email: kevin.henson@illinois.gov
  - Mail: Mr. Paul Loete, Regional Engineer

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Attn: Masood Ahmad 819 Depot Avenue Dixon, IL 610211096

- 14. Open questions/discussion:
  - Q: HDR What is the preferred date and time for CAG meetings?
  - A: Attendees Thursdays 5:30pm-7:30pm
- 15. CAG Meeting #2 date set for Thursday June 26, 2014
- 16. Meeting Adjourned (7:30 p.m.)

#### Action Items:

- 1. HDR to develop sample project logos and branding for CAG review and concurrence. Will circulate to CAG for selection.
- IDOT to develop sample project Problem Statement (based on results of Community Context Audit and CAG brainstorm) for CAG review and concurrence. Will circulate to CAG for selection.
- IDOT to develop sample project Purpose & Need (based on results of Community Context Audit and CAG brainstorm) for CAG review and concurrence. Will circulate to CAG for selection.



# CAG MEETING #1 SIGN-IN SHEET

Illinois Route 2 – Byron to Rockford Phase I Study

Meeting Date: June 4, 2014

#	Name (First and Last)	Organization	Address (Street, City, ZIP)	Email		How did you hear about this meeting?  Newspaper / Mail / Advertisement / Internet / Other  (please specify)
2 /	Kim SMEJA John Bukoski	SMEJA FOUNDATION HOME OWNER	6901 KishWaukee Ro 597 E. BLACKHAWK		6GMAIL, COM	u caldus MAIC
4 (	Vancy Follmor Follmarz Rod Kraner	Home owner " Owner	6969 S. Main St.	By ry krayere1	engile technolosis	5,65
6	Frankforinis	The Rosh Prive Trail		128 W. Church St.)	lfd ILG1101	trankschieierockrivertines.com
9	Dave Uchristian	Autoland	8775 N.FL R+2	dave @ autobrido	utlets.com	Ma
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<b>13</b> 14						
15 16 17						
18 19						
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Completion of this sign-in sheet is voluntary and helps the study team keep an accurate record of meeting attendance. Under the Freedom of Information Act, any identifying information provided above will become part of the public record and, as such, must be released to any individual upon request.

This meeting is going to be photographed. I give HDR, Inc., its collaborators, assigns, successors in interest, and legal representatives permission to use my picture in all forms and in all media, without restrictions as to changes or alterations for advertising, trade, promotion, exhibition or any other purpose. I also waive any right to inspect or approve the photograph(s), including written copy that may be created and appear in connection with the image(s). I understand that HDR owns the copyright in these photographs and I waive any claims I may have based on any usage of the photographs, including but not limited to claims for either invasion of privacy or libel. I agree that this release is binding on me, my legal representatives, heirs, and assigns. I have read this release and am fully familiar with its terms and contents.



### CAG MEETING #1 SIGN-IN SHEET

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	Winn Cty Forest Pres Smeja Family Find. Nordic Investment Corp PREGON PARCIDIST.	17734 I. Rg 2 Hon 5500 Northwolk Dr 6901 Kishwaulcer R 6901 Kish warker Rd 304-S. STHST. G 6887 ALPHE DZ 12474 Nimerician, Rockfor 10914 Borage Trail R 3922 E Mockingbird L	61103 d RKfd 61109 RKfd 61102 61109 DOOI BYNON 6140 1 61102	thatley a wetpo. org  paulsonjevry @ aol-e barnaclebarb 56 & ao  greson 46 & amail. com  Schwend Oretonpork. c  Schwend & anchorhan  asmithe anchorhan  greg. beitel @ comeast. me	on 1. com NRU CON
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# IL 2

IL 72 (Byron) to Beltline Road (south of Rockford)

### **Community Context Audit Form**

Name:
Organization:
Street Address:
City, State ZIP:
Email:
How would you like to stay informed about the project? Mail Email Do Not Contact
The purpose of the Community Context Audit is to understand the character of the community surrounding the IL 2 study corridor. The Audit Form is used to gain public input on the importance of various community issues and char acteristics. As you complete this audit, please consider factors such as community cohesiveness, mobility, and access, local economics, surroundings, and overall quality of life. The Audit is vital in the development of the project's Problem Statement and Purpose and Need Statement. Please use the back side of the sheet if you need more room.
Community Cohesiveness
What are the main community activities that you participate in?
What historical significance does the community provide?
What are the social groups that you are involved with in the community? If so, please give a description of the organization and the location of meeting places and events.
When you think of a vibrant business/residential community, what characteristics come to mind?
If you had to describe your community, what words would you use?
What do you believe are the important cultural features or identifiers within the community?
What do you believe are the social/community features or identifiers within the community?



### IL 2

IL 72 (Byron) to Beltline Road (south of Rockford)

#### **Community Context Audit Form (cont.)**

#### Accessibility

What is your biggest transportation concern in the community?

Please provide information on how important the various modes of transportation are to you: Public Transportation / Bicycle / Walking / Auto?

What roadways in the community serve as your commuter corridor, if any?

How do your children get to school? Do they cross any major streets? If so, please provide a list of those major streets.

#### **Local Economy**

How often do you patronize local businesses along the IL 2 study corridor?

What's important to you as a consumer or business owner regarding commerce in the community?

What is your sense of the relationship between residents and businesses?

#### Surroundings

If you had to take one photograph to capture the essence of the community, what would it be?

What is important to you from a visual aspect?

With respect to your community, what is considered a nuisance or an eyesore?

What are the most important places or objects that need to be preserved and/or promoted in your community?



## **Meeting Agenda**

- 1. Welcome (5 min)
- 2. Planning Process (10 min)
- 3. CAG Defined (20 min)
- 4. Study Overview (10 min)
- 5. Public Meeting #1 Review (10 min)
- 6. Breakout Session (60 min)
- 7. Closing Remarks / Next Steps (10 min)





1. Welcome
Purpose of the Meeting

Introduce Project Team

Phase I Study Process, NEPA Process, CSS

Define Roles of the CAG

Present Study Background

Facilitated Discussion

Brainstorm Project Branding

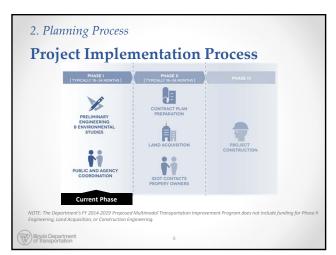
Define a Problem Statement

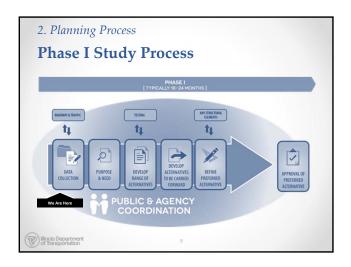
Introduce the Purpose and Need





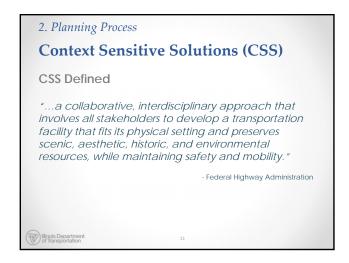






# 2. Planning Process NEPA Process National Environmental Policy Act (NEPA) – 1969 Primary national charter for the protection of the environment Full range of reasonable alternatives, including "no-build" alternative must be considered Comprehensive environmental review (avoid, minimize, mitigate impacts) Public involvement Formal documentation/disclosure

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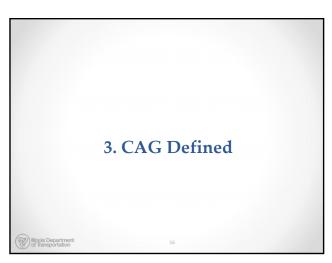






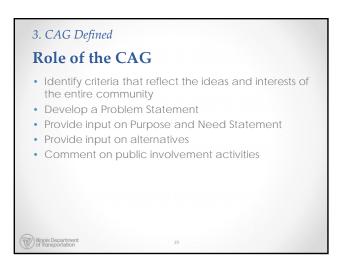


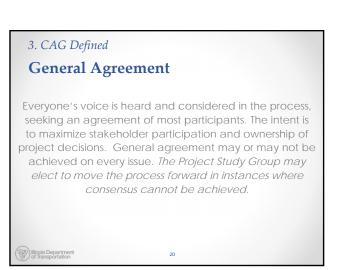






# 3. CAG Defined Responsibilities Membership • Approximately 20 stakeholder representatives • Broad range of community interests General Responsibilities • Attend meetings, participate in discussions, and review all materials • Support the CSS process • Identify issues and resources • Serve as communication conduit • Work toward a general understanding of project related issues





#### 3. CAG Defined

#### Ground Rules (1 of 3)

The purpose of the Stakeholder Involvement Process is to gather and consider input on the project in order to produce the best solutions to the problems identified.

- All input from all participants in the process is valued and considered.
- All participants must come to the process with an open mind and participate openly and honestly.
- All participants must treat each other with respect and dignity.

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#### 3. CAG Defined

#### Ground Rules (2 of 3)

- The CAG members are subject to revision at any time.
- The project must progress at a reasonable pace, based on the project's CSS schedule.
- All CAG members should work collaboratively and cooperatively to seek a consensus solution.
- Members of the media and interested stakeholders are welcome at all CAG meetings, but must remain in the role of observers, not participants in the process.

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#### 3. CAG Defined

#### Ground Rules (3 of 3)

- All participants understand that topics will not be rerevisited once the issues have been addressed and a general understanding is reached.
- All decisions made by the Illinois Department of Transportation (IDOT) must be arrived at in a clear and transparent manner and stakeholders should agree that their input has been actively solicited and duly considered.



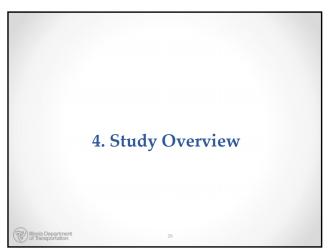
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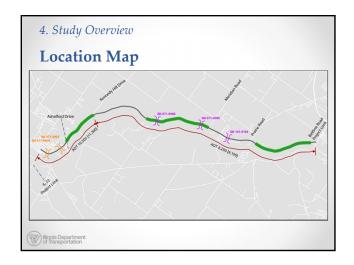
# 3. CAG Defined CAG Selection

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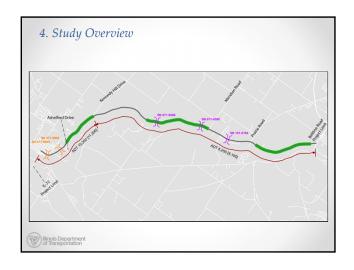


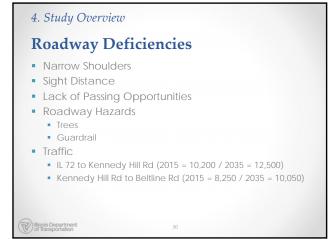




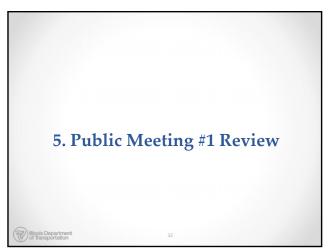


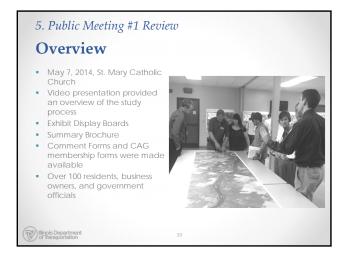










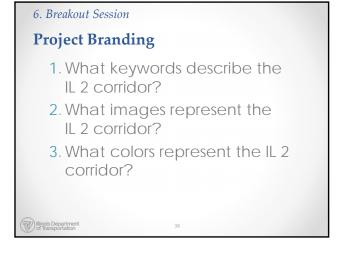




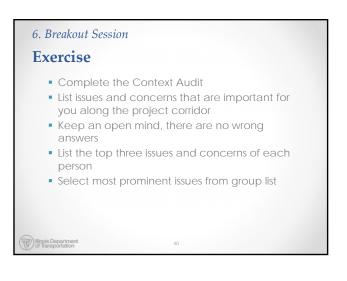




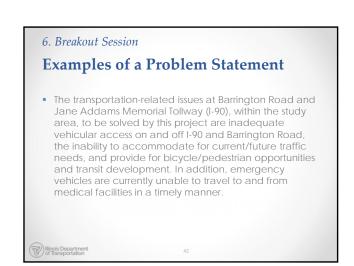


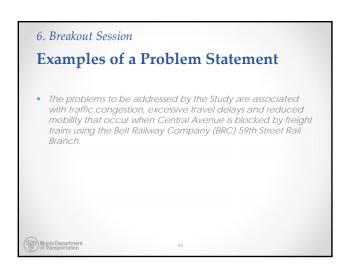


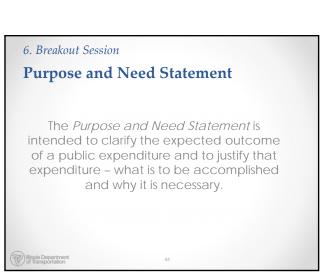




# Problem Statement Development What is a Problem Statement? • Summarizes the issues and concerns within the project area • States the important aspects of the project area • Provides focus in developing the more detailed Purpose and Need Statement







#### 6. Breakout Session

#### Purpose and Need

#### **Purpose**

- Why is the project proposed?
  - Intended outcomes
  - Objectives to address needs
  - Achievable and specific
  - Helps to develop reasonable range of alternatives and to evaluate potential solutions

#### Need

- Why is the project needed?
  - Key problems to address any underlying causes
  - Factual and quantifiable
  - Supports purpose statement

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#### 6. Breakout Session

#### **Examples of Purpose and Need**

 Provide a transportation infrastructure improvement in the Central Avenue corridor that reduces congestion, enhances safety, and improves multimodal connectivity in the greater Midway area

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#### 6. Breakout Session

#### **Examples of Purpose and Need**

• The purpose of the proposed action is to provide an improved transportation facility for all users along IL 53 and IL 56, and to alleviate roadway flooding. The need for the proposed action is due to the crash history within the project area, flooding history, inadequacies of the current IL 53 and IL 56 intersection capacity and roadway geometry south and east of the intersection, and lack of accommodations for pedestrians and bicyclists.







