

Stakeholder Involvement Plan

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Illinois Department of Transportation



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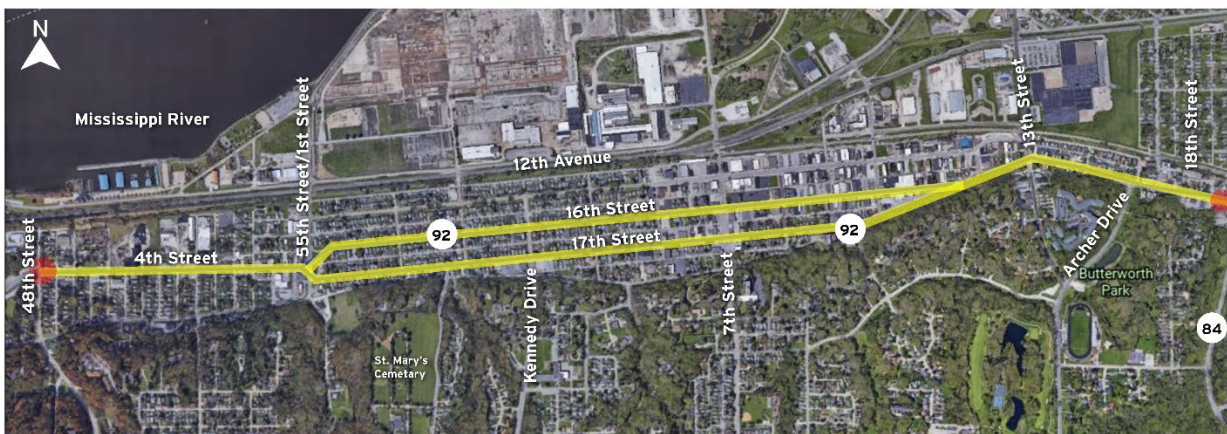
1.0 INTRODUCTION

1.1 Project Background

Led by the Illinois Department of Transportation (IDOT) District Two, the IL 92 project (hereinafter referred to as “the project”) is a preliminary engineering and environmental study that focuses on proposed roadway improvements focused on improving traffic flow and safety while ensuring the road meets the needs of all users and adjacent land uses. The section of IL 92 involved in the project is approximately 2.1 miles of roadway from IL 84 in the city of East Moline, IL to 48th Street in the city of Moline, IL. See Section 1.2 for a project location map.

The purpose of the preliminary engineering and environmental study is to identify transportation deficiencies, develop improvement alternatives, propose improvements, evaluate impacts and ultimately propose a preferred improvement that satisfies the project’s defined Purpose and Need. Proposed improvements for the project may include intersection reconfigurations and improvements, realignment of horizontal and vertical profiles, storm sewer design, culvert rehabilitation/replacement bicycle and pedestrian accommodations, utility conflict identification/relocation needs, Americans with Disabilities Act (ADA) improvements, public transit coordination and accommodations, traffic signals modernization, roadway lighting and landscape plans and right-of-way impact assessment.

1.2 Project Location Map



1.3 Project Requirements and Coordination

The project will meet the state and federal requirements that mandate the assessment of the social, economic and environmental impacts. The project will also meet state and federal requirements for public involvement by including opportunities for stakeholders to participate and comment.

1.4 National Environmental Policy Act (NEPA)

The preliminary engineering and environmental study will follow the guidelines set forth by the National Environmental Policy Act (NEPA). The level of environmental processing will be determined as the project progresses and the extent of the proposed improvements becomes more defined.

2.0 GOALS AND OBJECTIVES

2.1 Stakeholder Involvement Plan Goals

The Stakeholder Involvement Plan (SIP) is a document prepared at the beginning of Phase I that outlines how public involvement will be implemented for the project. The SIP sets out, in detail, how the study team will plan for and execute an ongoing dialogue with stakeholders and incorporate the information learned through the exchange into agency planning and design decisions. The SIP defines methods and tools to educate and engage all stakeholders in the decision-making process and outlines stakeholder information and engagement opportunities as the project progresses. Primary functions of the SIP include:

- Stakeholder identification.
- Definition of the Project Study Group (PSG), an interdisciplinary team of representatives from IDOT, FHWA and the project consultant team (Ciorba Group).
- Specification of the roles and responsibilities of the lead agency (IDOT).
- Establishment of the timing and type of involvement activities with all stakeholders.

The SIP is a working document and subject to revision anytime events warrant.

2.2 Stakeholder Identification Procedures

Stakeholders for the project have been identified based upon their shared interest and whether they will potentially be affected by the project's proposed improvements. The method of identifying these groups was performed through inspection of the surrounding area of the project and the various communities found within. Stakeholders for the project may include but are not limited to:

- Residents
- Business Owners
- Elected/Community Officials:
 - Rock Island County Officials and Representatives
 - City Officials and Representatives from Moline, East Moline, and Silvis
- Neighborhood and Community Groups
- Institutions (Churches, Schools, etc.)
- Special Interest Groups (Environmental, community, etc.)
- Trucking Industry Members and Employees

IDOT will coordinate with communities within the study area as a means of identifying interested parties and stakeholders. It is anticipated that new stakeholders will be added to the initial stakeholder list (see Table 1-2, Appendix A).

2.3 Stakeholder Group Organization

2.3.1 Project Study Group (PSG)

The Project Study Group (PSG) for the project will consist of representatives from IDOT, the Federal Highway Administration (FHWA) and the project consultant team (Ciorba Group), spanning disciplines including planning, design, construction, and operations. The PSG will be fundamental to the planning and execution of the project. Their responsibilities will include the following:

- Identification and resolution of project development issues.
- Development, implementation, and coordination of the SIP.
- Promotion of partnership with stakeholders to address identified project needs.
- Development of consensus among stakeholders.
- Meeting with stakeholders as needed to uphold these responsibilities.

PSG members are listed in Table 1-3 in Appendix A.

2.3.2 Elected Officials

Elected officials will be included in the project coordination to communicate the project to the communities they represent. They will be provided with various materials concerning the project and will be invited to public meetings for stakeholders. Elected officials are listed in Table 1-4 in Appendix A.

2.3.3 Implementation

The SIP serves as a guide for public involvement during preliminary engineering, but these strategies can continue to be used throughout subsequent project phases, including design and construction. Implementation of the SIP requires the commitment and efforts

of all the parties involved and includes expected actions, responsibilities and timing of all participants. As an implementation guide, the SIP links specific strategies to the project schedule and identifies the audience each strategy is intended to reach. The PSG will be responsible for the overall development, implementation and coordination of the SIP.

2.3.4 Stakeholder Involvement

All interested parties will be added to the stakeholder list as needed. The PSG will have the availability to meet and consult with stakeholders through public meetings or online correspondence. The project website (<https://idot.illinois.gov/projects/il-92-to-il-84>) will serve to inform stakeholders and provide the opportunity to submit comments and questions.

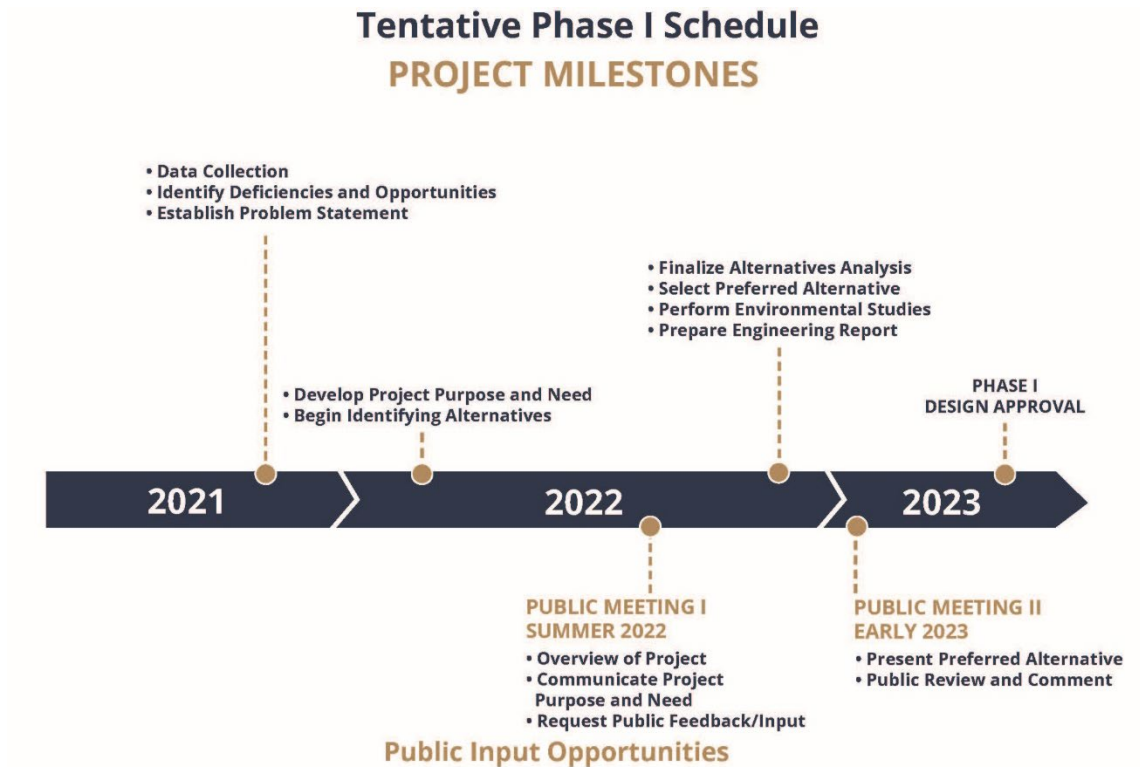
2.4 Stakeholder Involvement Ground Rules

The Stakeholder Involvement Ground rules detailed in the SIP are to be implemented to ensure that stakeholder groups are respectfully considered during the process of the project. These rules must be consulted with and accepted by the stakeholders:

- All stakeholders and participants involved with the project must be treated with respect and consideration.
- Input from stakeholders must be carefully considered and respected.
- Stakeholders may be added or removed from the identified list as needed.
- A project schedule will be followed but is subject to change. Significant changes to the project schedule will be communicated to stakeholders.
- Project implementation will adhere to the Centers for Disease Control (CDC) COVID-19 guidelines and local ordinances for Rock County/Cities of Moline and Silvis.

3.0 TENTATIVE SCHEDULE OF PROJECT DEVELOPMENT ACTIVITIES AND STAKEHOLDER INVOLVEMENT

The tentative schedule of project development activities and stakeholder involvement section describes the general project development process, project activities and associated stakeholder involvement activities. While meetings and activities may initially be conducted online or over the phone in accordance with current CDC public health recommendations and stakeholder preferences in response to the ongoing COVID-19 Pandemic. These meetings and activities may transition to in-person events as time progresses if CDC public health recommendations are revised and such in-person events are deemed safe and are accepted by the public.



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

This stage of the project development process begins the stakeholder engagement process with various agency notifications, project organizational activities and scoping activities. Suggested activities include, but are not limited to, the following:

- Assemble and organize the internal PSG.
- Identify members to invite as part of stakeholder interviews.
- Develop and circulate the SIP to the PSG for review and comment.
- Receive reviewed SIP and consider comments; provide revisions.
- Organize and initiate early coordination with agency stakeholders.

3.2 Step Two: Develop Project Purpose and Need

The objective of this stage is to further clarify the transportation problems in the study area and utilize the goals and objectives to develop the project problem statement. Project purpose discussions will focus on providing stakeholders with background on known

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issues, such as traffic safety and congestion/operational concerns, traffic forecasts and their prospective effects on future traffic conditions.

Activities in this stage include the following:

- Organize and conduct the initial stakeholder engagement activities to solicit input on the project Purpose and Need.
- Develop a draft problem statement.
- Develop a draft project Purpose and Need statement; opportunities for stakeholder review will be provided.

3.3 Step Three: Develop a Range of Alternatives

Project alternatives will be considered to address the project's Purpose and Need. The alternatives development process will be iterative in nature providing progressively greater detail. Opportunities will be provided for stakeholder input to the development and evaluation of alternatives. Steps in the alternative's development process may include the following:

- Organize and hold stakeholder engagement activities to discuss and identify initial alternatives. Public Meeting #1 will be a primary step in obtaining public feedback and input on various alternatives.
- Identification of alternative development procedures, planning and design guidelines, and alternative evaluation procedures. This information will serve as the general guidance for the alternative's development and evaluation process.
- Identify environmental resources within the project's impacted area.
- Achieve stakeholder consensus on the range of alternatives.

3.4 Step Four: Alternatives to be Carried Forward

This milestone of the project consists of comparing the alternative evaluation screening criteria against all suggested alternatives to identify alternatives that meet the project Purpose and Need. This milestone is intended to conclude with Alternatives to be Carried Forward.

- Evaluation of the initial alternatives.
- Coordination with stakeholders to discuss alternatives that meet the project's Purpose and Need.
- Identification of alternatives to be carried forward.

3.5 Step Five: Preferred Alternative

In this step, the alternative(s) to be carried forward are further developed to screen additional comprehensive environmental and design issues. These issues are summarized and presented to the stakeholders for their consideration, evaluation and input. The objective of this step is to achieve consensus on a single preferred alternative.

- Detailed evaluation of the alternative(s) carried forward.

- Organize and hold stakeholder meeting(s) to present design details, evaluation findings and receive stakeholder feedback.
- Achieve stakeholder consensus on a preferred alternative.
- Agency update on the preferred alternative.
- Hold a stakeholder meeting in advance of the public meeting to provide a preview of the materials to be presented.
- Organize and hold Public Meeting #2 to present the Preferred Alternative including the identification of all potential property and access impacts.
- Preparation and publication of final Federal Approved Categorical Exclusion.

4.0 PUBLIC INVOLVEMENT PLAN ACTIVITIES

The following activities are proposed as a part of the stakeholder involvement plan to take place during the project. Unless otherwise noted, the PSG is the party responsible for activities and coordination. All activities will be reviewed and approved by IDOT before proceeding. The PSG designated point of approval is Chad Spreeman with IDOT District Two. All in-person and virtual public involvement activities will offer accommodation that will comply with [Title II of the Americans with Disabilities Act \(ADA\)](#), these can include providing American Sign Language (ASL) accommodations upon request and enabling closed captioning features for virtual meetings.

4.1 Stakeholder List Development

Given the large footprint of the project area, a thorough stakeholder list will be developed and updated throughout the project as necessary. The list includes property owners, business owners, state and local officials, community groups, motorists and non-motorists who utilize the current roadways. Any stakeholder who expresses interest in learning more about the project and attending events will be added to a notifications list so they can receive updates and meeting invitations.

4.2 Stakeholder Meetings

The project team will seek input from stakeholders throughout stakeholder meetings as necessary throughout the project. These meetings will range from small meetings with one to four attendees to medium-sized group meetings with five to 12 attendees and will be coordinated to engage stakeholders. The meeting objectives are to engage stakeholders by sharing project information, addressing potential project issues and concerns, and provide groups with specialized discussions about the project. The meeting attendees could include local agencies and organizations, elected officials, members of the business community and affected property owners. It is currently anticipated that all meetings will be hosted virtually.

4.3 Public Meetings

There will be two public meetings that will be open to the general public to solicit feedback and create awareness of the project. Opportunities for public comments will occur at both public meetings. All public comments made during public meetings will be summarized and made available on the project website. The meetings will utilize various public informational techniques such as project boards, handouts, and presentations summarizing the project work and findings to date. All materials will be presented digitally at virtual meetings. In-person meetings will make hard copies of meeting materials available to attendees. A summary and all materials will also be made available on the project website following the meeting.

Meetings will be advertised to the public through traditional outreach such as newspapers, flyers posted in prominent locations, local municipal websites, and newsletters and will also be promoted at events within the project area communities. Social media can also be utilized to promote these meetings. Identified stakeholders will be notified via email about the public meeting details.

- Public Meeting #1 (Currently Scheduled for Early 2023) is a project kickoff meeting that introduces the PSG and the project process and objectives. Existing conditions are displayed and discussed. Preliminary improvements are presented in a high-level format. The meeting provides an opportunity for the public to share its perspectives regarding transportation issues, project concerns, and their “wish list” of items that the project should ideally include.
- Public Meeting #2 (Currently Scheduled for Summer 2023) presents the fully defined project Purpose and Need. A range of considered alternatives is briefly presented, with the primary focus being the selected Preferred Alternative. The public will have the opportunity to review and comment upon the Preferred Alternative.

5.0 PUBLIC RESPONSE AND COMMUNICATION

During project development, both direct and indirect public comments are anticipated. Direct public comments can be submitted via email, by using the question/comment form on the project website (<https://idot.illinois.gov/projects/il-92-to-il-84>) and through comment forms used at in-person or virtual public meetings. Comments received by the district through regular mail will also be accepted. In addition, indirect public comments will come through the media, non-agency sponsored meetings and third-party websites. It is important to address both direct and indirect public comments to not only reassure the public that its concerns and opinions are being recognized but also to respond to potentially problematic issues such as misinformation.

The desired timeframe to develop, edit, approve, and send a response is one week once the PSG receives it.

Monitoring third-party meetings, activities, websites and media reports related to the project will continue throughout the project. Reports on third-party activity will be detailed and stored as they occur.

6.0 PLAN AVAILABILITY, MONITORING, AND UPDATES

The SIP is a dynamic document that will be available to stakeholders and updated throughout each phase of the project. The section describes the SIP availability, opportunity for review and plan update procedures.

6.1 Availability of Stakeholder Involvement Plan

The PSG will make the SIP available to stakeholders for review at public events and on the project website (<https://idot.illinois.gov/projects/il-92-to-il-84>). As the project progresses, the PSG will update the SIP on a regular basis to reflect appropriate changes or additions. The updated SIP will be posted on the website.

6.2 Modification of Stakeholder Involvement Plan

Throughout the project, there will be opportunities to review and update the SIP. Potential updates to the plan include:

- Updating and maintaining the list of project stakeholders.
- Updating and maintaining the project study group.
- Maintaining a public involvement record that includes records of stakeholder communications, meeting summaries, and written or typed comments.
- Updating public involvement tactics to adjust to updated safety measures as required by the State of Illinois during the COVID-19 pandemic.
- Ensuring two-way communication and timely responses to stakeholders through formal and informal channels.

Revisions to the SIP may be necessary through all phases of the project. The PSG will provide updated versions of the SIP to stakeholders and all agencies involved, as necessary. Plan updates will be tracked in Table 1-1 in Appendix A.

Appendix A: Tables

Version	Date	Version Description
1	March 2022	Original

Agency Name	Contact	Title	Email & Mailing Address
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Agency Name	Contact	Title	Email & Mailing Address
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City of Silvis – 1 st Ward	Mr. Larry York	First Ward City Council Chairman	lyork@silvisil.org

Appendix B: Glossary of Terms

Term	Definition
Alternative	One of several 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 was fair.
Context Sensitive Solutions (CSS)	An approach that seeks 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.
Federal Highway Administration (FHWA)	The Federal Highway Administration (FHWA) is an agency within the U.S. Department of Transportation that supports State and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands Highway Program). Through financial and technical assistance to State and local governments, the Federal Highway Administration is responsible for ensuring that America's roads and highways continue to be among the safest and most technologically sound in the world. Source: FHWA
Illinois Department of Transportation (IDOT)	The Illinois Department of Transportation is a state agency in charge of state-maintained public roadways in Illinois.

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National Environmental Policy Act	The federal law requires the preparation of an Environmental Impact Statement (EIS), Environmental Assessment (EA), or Categorical Exclusion (CE).
Phase I Engineering	Phase I Engineering is an in-depth discovery of improvement alternatives which considers social, economic, environmental, safety, serviceability, and cost factors. During the time, the purpose and need for improvements are defined.
Problem Statement	A concise narrative, prepared as part of a project, needs study, defining the fundamental situation or circumstance to be solved. A problem statement will describe a particular situation in which an expected level of performance is not being achieved and will list one or more key factors which cause or contribute to unacceptable performance.
Public Meeting	A public meeting is held to engage a wide audience in information sharing and discussion. Public meetings are familiar, established ways for people to come together to express their opinions and hear a presentation of the proposed project.
Stakeholder	A person with an interest or concern in the project.
Stakeholder Involvement	A process that will facilitate effective identification and understanding of the Plan (SIP) concerns and values of all stakeholders as an integral part of the project development process. It includes a formal written plan explaining how public input and comments will be obtained.

Appendix C: Acronyms

Acronym	Definition
ADA	Americans with Disabilities Act 23. U.S.C 139 U.S. Code Title 23, Section 139
ASL	American Sign Language
CSS	Context Sensitive Solutions
FHWA	Federal Highway Administration
IDOT	Illinois Department of Transportation
NEPA	National Environmental Policy Act

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PSG	Project Study Group
SIP	Stakeholder Involvement Plan