



*Over the
Mississippi River*

I-270 over the Mississippi River

Phase I Study

Madison County

Stakeholder Involvement Plan

For Public and Agency Involvement

Version II
JULY 2016

PREPARED FOR:

Illinois Department of Transportation/Region Five/District 8

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ACRONYMS

BDE	Bureau of Design and Environment
CAG	Community Advisory Group
CSS	Context Sensitive Solutions
EA	Environmental Assessment
FHWA	Federal Highway Administration
IDOT	Illinois Department of Transportation
MoDOT	Missouri Department of Transportation
NEPA	National Environmental Policy Act of 1969
PSG	Project Study Group
SIP	Stakeholder Involvement Plan

1.0 INTRODUCTION

1.1 Study Background and History

The Illinois Department of Transportation (IDOT) is performing a Preliminary Engineering Study to analyze the replacement of the I-270 Bridge over the Mississippi River connecting Madison County, Illinois and St. Louis, Missouri. See the study area in Figure 1 below.

This proposed study, referred to as the I-270 over the Mississippi River Phase I Study, will take a detailed look at the replacement of the existing structure carrying I-270 over the Mississippi River and constructing a new structure. The study may also include a modification of the interchange at I-270 at Riverview Drive in St. Louis, Missouri. The Missouri Department of Transportation (MoDOT) currently has an on-going Environmental Assessment (EA) of the I-270 widening in Missouri that includes the Riverview Drive Interchange. Coordination between IDOT and the FHWA-Illinois Division with MoDOT and the FHWA-Missouri Division will need to take place continually throughout this study.

In coordination with the Federal Highway Administration (FHWA) Illinois Division, it was anticipated that the study will be processed as a Federally Approved Categorical Exclusion (formally referred to as a Categorical Exclusion II). The processing of the study as such was based on that at the time of the initiation of the study, there are no known significant environmental issues that will be encountered within the study area. Once the environmental surveys are completed and if significant environmental issues are identified, the study may be processed as an EA.

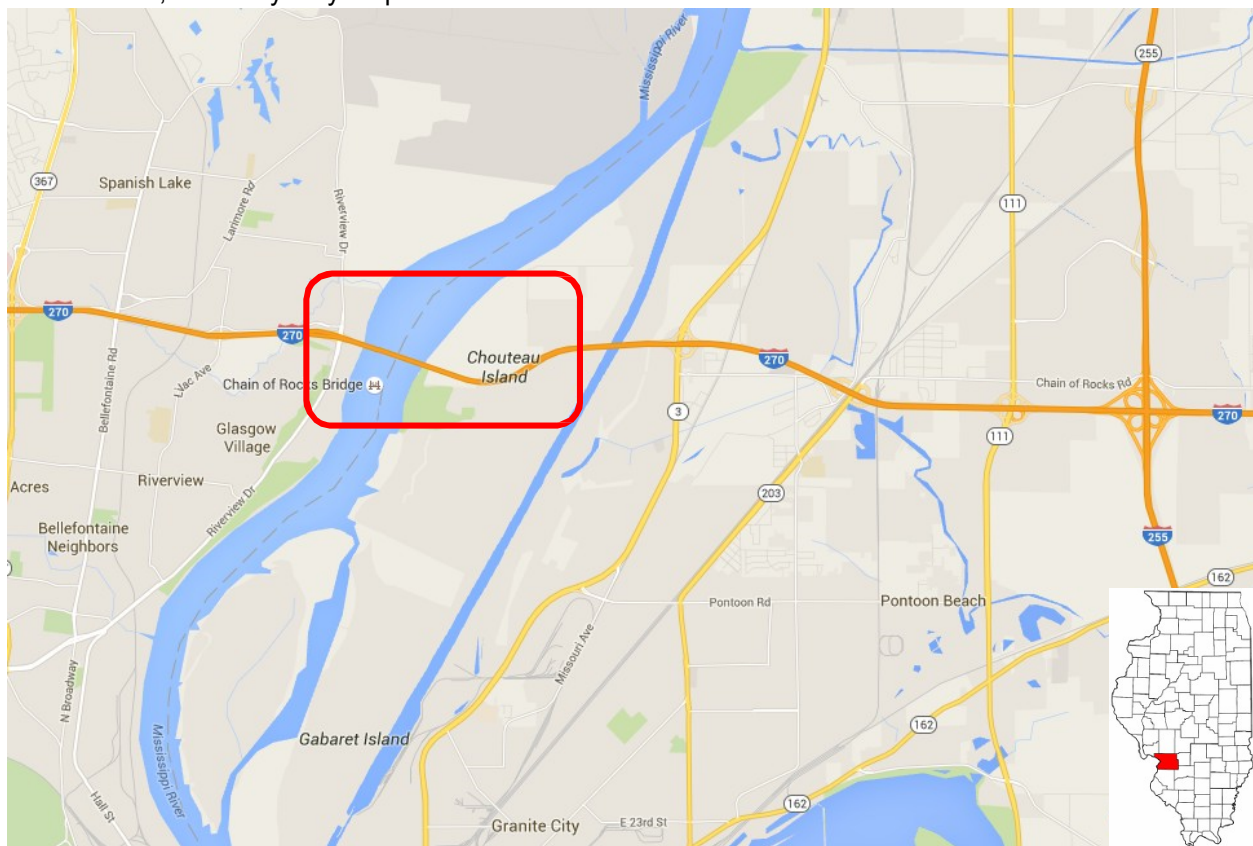


FIGURE 1
Study Area (outlined in red)

1.2 Stakeholder Involvement Plan Goals and Objectives

The Stakeholder Involvement Plan (SIP) serves as a guide for implementing stakeholder involvement activities during the I-270 over the Mississippi River Phase I Study. Stakeholders can include local, regional, state and federal agency representatives; local, regional, state and federal elected officials; business leaders; property owners; interest groups; media outlets; and any other stakeholders as identified by IDOT.

The goal of the SIP is to outline a program of activities to actively engage stakeholders throughout the planning process. The objectives of the SIP are to:

- € Identify stakeholders
- € Identify the roles and responsibilities of the lead agency
- € Establish the timing and type of outreach activities with all stakeholders
- € Establish stakeholder requirements for providing timely input to the study development process
- € Provide an approach for evaluating the effectiveness of the public-participation program and refine, as appropriate, to respond to public needs and concerns

1.3 Context Sensitive Solutions (CSS)

IDOT is applying the Context Sensitive Solutions (CSS) process to the I-270 Study as outlined in Chapter 19 of the Illinois Bureau of Design and Environment Manual. CSS is an interdisciplinary approach that seeks effective, multimodal transportation solutions by working with stakeholders to develop, build and maintain cost-effective transportation facilities which fit into and reflect the project's surroundings (its "context"). Through early, frequent, and meaningful communication with stakeholders and a flexible, creative approach to design, the resulting project will 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 required to effectively participate in the study process. Stakeholders are given an understanding of the National Environmental Policy Act (NEPA) process, transportation planning guidelines, design guidelines, and the relationship between transportation issues (needs) and study alternatives. In other words, using the CSS process should provide all study stakeholders a mechanism to share comments or concerns about transportation objectives and study alternatives, as well as improve the ability of the study team to understand and address the stakeholder's concerns. This integrated approach to problem solving and decision-making will help build community consensus and promote involvement throughout the study process.

As identified in IDOT's CSS policies, stakeholder involvement is critical to study 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 role in the study
- € Consider all modes of transportation
- € Set a study schedule
- € Apply flexibility in design to address stakeholder's concerns whenever possible

The CSS process will address various potential effects to study area resources including:

- € Parkland
- € Traffic and congestion
- € Water resources, including the Mississippi River, wetlands, and floodplains
- € Natural resources, including threatened and endangered species

2.0 STAKEHOLDER GROUP ORGANIZATION

The study development and CSS process outlined in in this SIP will be implemented using a variety of stakeholder coordination and outreach mechanisms and techniques as described in this section. The study team will identify and coordinate with agencies, technical professionals, community leaders and other stakeholders. Outreach activities will include a study website, small group meetings, public meetings, newsletters, media outreach and other tools.

Multiple stakeholder meetings will be conducted throughout the development of the study to obtain stakeholder input regarding various study issues and potential solutions. These meetings will provide an opportunity to facilitate initial public input on the alternatives that should be considered, focus more closely on alternatives development with a small group of interested parties, and will help create a shared vision for the study. Renderings and visualizations may be developed to illustrate concepts and issues that have been raised, developed, and evaluated. The renderings and visualizations will depend on the topics of discussion and format of the particular meeting in which it is presented.

2.1 Stakeholder Identification Procedures

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

- € Residents
- € Business owners
- € Special interest groups (environmental, etc.)
- € Elected/community officials
- € Government and transportation agencies
- € Transportation system users
- € Neighborhood groups
- € Federal and state resource & regulatory agencies
- € Bicycle groups
- € Others outside the study area with an interest in the study

Early coordination and/or meetings will be conducted with city, county, state, and federal organizations within the study area as a means of identifying interested parties and stakeholders, including individuals, businesses, community leaders and organizations. The identification of stakeholders will be done through a combination of research and input from local community leaders and the public. It is anticipated that new stakeholders will be added to the initial stakeholder list throughout the study. All stakeholders expressing interest in the study will be added to the study mailing list and will be able to participate in the process through various public outreach opportunities. These opportunities include, but are not limited to, the study website, project study groups, public meetings, newsletters, and press releases. The study mailing list will be updated and maintained throughout the duration of the study.

2.2 Project Study Group (PSG)

The Project Study Group (PSG) is the group of transportation experts consisting of a multidisciplinary team of representatives from IDOT, FHWA and the study consultant team. See **Table 1** for a list of the PSG members. The PSG is tasked with performing detailed analyses of subjects that require various environmental, engineering and project development expertise. As a result, the PSG will determine study recommendations and decisions for this study. Per IDOT's CSS procedures, IDOT has formed the initial

interdisciplinary PSG. However, to maintain an optimal multi-disciplinary team, this group may change as the study progresses and the understanding of the study's context is clarified.

The PSG has primary responsibility for the study development process. The 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 study development process
- € Identifying and resolving study development issues
- € Promoting partnership with stakeholders to address identified study needs
- € Working to develop consensus among stakeholders

Table 1: Project Study Group (PSG)		
NAME	REPRESENTING	ROLE
IDOT District Eight		
Kirk Brown, PE	IDOT District 8	Program Development Engineer
Frank Opfer, PE	IDOT District 8	Studies & Plans Engineer
Cindy Stafford, PE	IDOT District 8	Location Studies Engineer
Karen Geldert, PE	IDOT District 8	Project Manager
Jennifer Hunt	IDOT District 8	Environmental Studies
Brian Macias	IDOT District 8	Environmental Studies
Michael Myler	IDOT District 8	Land Acquisition
Wenda Southlerand	IDOT District 8	Geometrics Engineer
Joe Gray	IDOT District 8	Bike and Ped Coordinator
IDOT Bureau of Design and Environment		
Paul Niedernhofer, PE	IDOT Bureau of Design and Environment	Project Development
Felecia Hurley	IDOT Bureau of Design and Environment	Environmental Studies
FHWA – IL Division		
Chris Fraley, PE	Federal Highway Administration	FHWA Oversight

Table 1: Project Study Group (PSG)		
NAME	REPRESENTING	ROLE
Horner & Shifrin, Inc. and Parsons Transportation Group		
Brad Riechmann, PE	Horner & Shifrin	Project Manager
Tim Broyles, PE	Parsons	Project Engineer
Travis Pfeiffer, PE	Parsons	Project Engineer
Bridgett Jacquot	Horner & Shifrin	Environmental Studies Lead
Eric Lagemann, PE	Horner & Shifrin	Structures Lead

Additional information about the PSG members is listed in **Appendix A Table A-2**.

2.3 Community Advisory Group (CAG)

The Community Advisory Group (CAG) is the group consisting of a representative cross-section of stakeholders. The CAG's responsibility is to share their local knowledge and assist in identification and understanding of the concerns and values, or context of the communities and stakeholders. The CAG members will be initially identified by the PSG as a result of stakeholder conversations, public outreach and comments received. It is important that the CAG be representative of the varied interests that exist within the study area while being small enough to allow the detailed level of discussion and activities needed to accommodate meaningful interaction. The CAG for the I-270 Study is anticipated to represent the following categories:



- € Cities/Villages
- € Elected Officials
- € Transportation Professionals
- € Environment
- € Industry
- € Residents
- € Businesses
- € Special Interest Groups
- € Roadway Users

Additional interests may be represented as the study progresses. The CAG's primary responsibility is to provide input to the PSG. The CAG will meet throughout the study process.

Other responsibilities of the CAG include the following:

- € Provide input into the Problem Statement
- € Provide input on the alternatives to be studied further
- € Provide input on the preferred alternative

Community Advisory Group (CAG) Ground Rules

The following ground rules will be used during the I-270 Study to form the basis for respectful interaction of all parties involved in the stakeholder process. The ground rules will be established initially in the SIP, but agreed upon by CAG members. CAG members will have the opportunity to modify the ground rules. These rules include the following:

- € Input on the study from all stakeholders is duly considered in order to yield the best solutions to problems identified.
- € Input from all participants is valued and considered.
- € All participants must keep an open mind and participate openly, honestly, and respectfully.
- € All participants should work collaboratively and cooperatively to seek a general understanding of agreement solution.
- € A general understanding of agreement or consensus is “when a majority of the stakeholders agrees 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 study must progress at a reasonable pace, based on the study schedule.
- € IDOT and FHWA will serve as the lead agencies and make final study decisions.
- € Members of the public may attend, but must remain in the role of observers, not participants in the process.

2.4 Implementation

Public involvement in the planning process begins at the start of the study and continues throughout the entire study. The SIP serves as a guide for public involvement in this study, but includes strategies that can be used throughout all phases, including construction. Implementation of this plan requires the commitment and efforts of all involved parties along with the expected actions, responsibilities, and timing. The PSG will be responsible for the overall development, implementation, and coordination of the SIP.

2.5 Stakeholder Involvement

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

2.6 Stakeholder Consensus

IDOT is committed to working with stakeholders during the study process. IDOT works with stakeholders early on in the process to identify transportation issues and important community characteristics. Throughout the study process, IDOT is also committed to building stakeholder consensus for decisions driving the project development process. However, if a consensus cannot be reached after making good faith efforts to address unresolved concerns, IDOT may proceed to the next step of project development without achieving consensus.

3.0 STEPS OF STUDY DEVELOPMENT AND CSS ACTIVITIES

Outreach activities have been coordinated to support NEPA milestones, incorporate the CSS process and gather input at key decision points. This section describes the general study development process, study activities and associated stakeholder involvement activities. These steps may be consolidated or expanded as needed as a result of the complexity of the project design, as it is developed. A comprehensive schedule of anticipated outreach activities and corresponding milestones is shown in **Appendix B**.

3.1 Step One: Stakeholder Identification, Development of the SIP, & Study Scoping

This step of the study development process begins the CSS process with identifying stakeholders, notifying agencies of the study, establishing the PSG and CAG, scoping activities, collecting information about the study area, and identifying existing transportation needs. These activities include, but are not limited to:

- € Develop the SIP and make the plan available for review
- € Assemble and organize the PSG and CAG
- € Hold coordination meeting with FHWA
- € Hold coordination meeting with MoDOT
- € Organize and hold stakeholder meetings
- € Launch study website
- € Conduct the initial public involvement activities to inform stakeholders of the study process, defined study area, study history, identify study area issues/concerns, and seek stakeholder participation. This includes the distribution of the first study newsletter and first public meeting.

3.2 Step Two: Study Problem Statement Development

In Step Two, IDOT will work with stakeholders to identify transportation and infrastructure problems in the study area and develop the study's purpose, goals, and objectives. The objective of this step is to further clarify the transportation problems in the study area and utilize the goals and objectives to develop the study Problem Statement. This information will be used as guidance during the development of the study. In order to achieve this, the Study Team will conduct a CAG meeting to gather input from the members to identify the transportation problems to be solved by the study and develop a Problem Statement. The Study Team will then seek the CAG's consensus of the Problem Statement.

3.3 Step Three: Alternatives Development

A range of alternatives will be studied that consider the Problem Statement. The alternative development process will be iterative in nature, providing progressively greater detail. Stakeholders will be provided numerous opportunities to provide input. This milestone of the study consists of screening the list of suggested alternatives to identify a reasonable range of alternatives that adequately satisfy the study Problem Statement. 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
- € PSG evaluates preliminary alternatives and conducts a CAG meeting to discuss and identify alternatives that meet Problem Statement
- € CAG provides input to the PSG for their identification of alternatives to be carried forward
- € PSG achieves CAG consensus on the alternatives to be carried forward
- € PSG conducts public involvement activities, including sending out a newsletter and holding a public meeting, to present the alternatives to be carried forward and the screening methods
- € Conduct small group meetings, as necessary.
- € Issue study updates through the website, newsletters and other study materials.

3.4 Step Four: Preferred Alternative

In this Step, the alternatives to be carried forward are further developed to screen additional environmental and design issues. These issues are summarized and presented to the stakeholders for their consideration, evaluation, and input of the final decision. The objective of this step is to achieve consensus on the preferred alternative.

- € The PSG identifies a potential Preferred Alternative
- € Hold a CAG meeting to present the preferred alternative
- € Hold a public meeting to present the preferred alternative
- € Refine the potential preferred alternative to address stakeholder comments
- € Conduct stakeholder meetings, as necessary
- € Update the study website and distribute newsletters and other study materials, as necessary

4.0 PUBLIC INVOLVEMENT ACTIVITIES

The following public involvement activities in this section are proposed for the I-270 Study. Unless otherwise noted, the PSG is the responsible party for activities and coordination, and all activities will be approved by IDOT before proceeding. The PSG designated point of contact is the IDOT Location Studies Engineer, Cindy Stafford or her designee with IDOT District 8. They will manage integral IDOT reviews and approvals, consolidate review comments, and coordinate the resolution of conflicting study issues.

The intent of these public involvement activities is to include all interested stakeholders so that the preferred alternative will fit within the context of the community in which it is located.

Stakeholder involvement for the I-270 Study will be an ongoing process from study initiation through the duration of the study. Various meetings will be held throughout the study development process to provide outreach opportunities to all stakeholders. Meeting opportunities are listed below.

4.1 Agency Coordination

The preparation of the Federally Approved Categorical Exclusion document requires compliance with many state and federal rules, regulations and laws. In order to ensure compliance, coordination with resource agencies will occur periodically through the study process. Initially, smaller regional group meetings may be required to be held with state and federal resource agencies to introduce the study. As the study progresses, meetings will be held with individual resource agencies, if necessary, to discuss environmental findings and compliance with state and federal requirements.

4.2 CAG Meetings

It is anticipated that approximately three CAG meetings may be conducted throughout the study including during the development of the Problem Statement, during alternatives development, and during the evaluation process to determine a preferred alternative. These meetings will provide an opportunity to facilitate initial public input on the alternatives that should be considered, focus more closely on alternatives development with a small group of interested parties, and will help create a shared community vision for the study. Renderings and visualizations may be developed to illustrate concepts and issues that have been raised, developed, and evaluated. The renderings and visualizations will depend on the topics of discussion and format of the particular meeting in which it is presented.

4.3 Stakeholder Meetings

Stakeholder meetings will be held to engage the public and share information. Meetings usually include:

- € addressing specific study issues
- € allowing for more specialized discussions and input
- € aiding the general public in developing a better understanding of the study goals and objectives

Stakeholder meetings will be held throughout the study as they are required. These meetings could include the study team, local agencies and organizations, members of the business community and affected property owners. Study handouts or other appropriate meeting materials will be prepared for distribution at these meetings.

4.4 Public Meetings

Public involvement for the I-270 Study will include multiple opportunities for the general public to participate through public meetings. These large-scale meetings will encourage public attendance and foster public awareness of study developments and alternatives that are being evaluated. These meetings also will provide a forum for general stakeholder input, including concerns and comments regarding study alternatives. Three public meetings are anticipated to coincide with major study milestones. Public meetings will be held in Illinois and in Missouri.



Public Meeting #1: Will introduce the study and provide an opportunity for the public to share its perspective and opinions. The Problem Statement will also be presented. Comment forms will be available at the meeting and online. A press release and public notices will be utilized to announce the meeting. Individuals may make comments via the website or provide written comments.

Public Meeting #2: Will present the alternatives and the associated impact evaluation results. Comment forms will be available at the meeting and online. A press release, public notices, and coordination with the CAG will be utilized to announce the meeting. Individuals may make comments via the website or provide written comments.

Public Meeting #3: Will present the preferred alternative. A press release, public notices, and coordination with the CAG will be utilized to announce the meeting. Individuals may make comments via the website or provide written comments. These meetings will utilize a range of presentation methods and techniques including study boards, handouts, and potentially PowerPoint or multimedia presentations. The meetings will be advertised by a newsletter/invitation, public notices placed in area newspapers, on the study website, and on 3rd party websites. Translation services will be provided when requested in advance. **Figure 2** illustrates the anticipated study schedule.

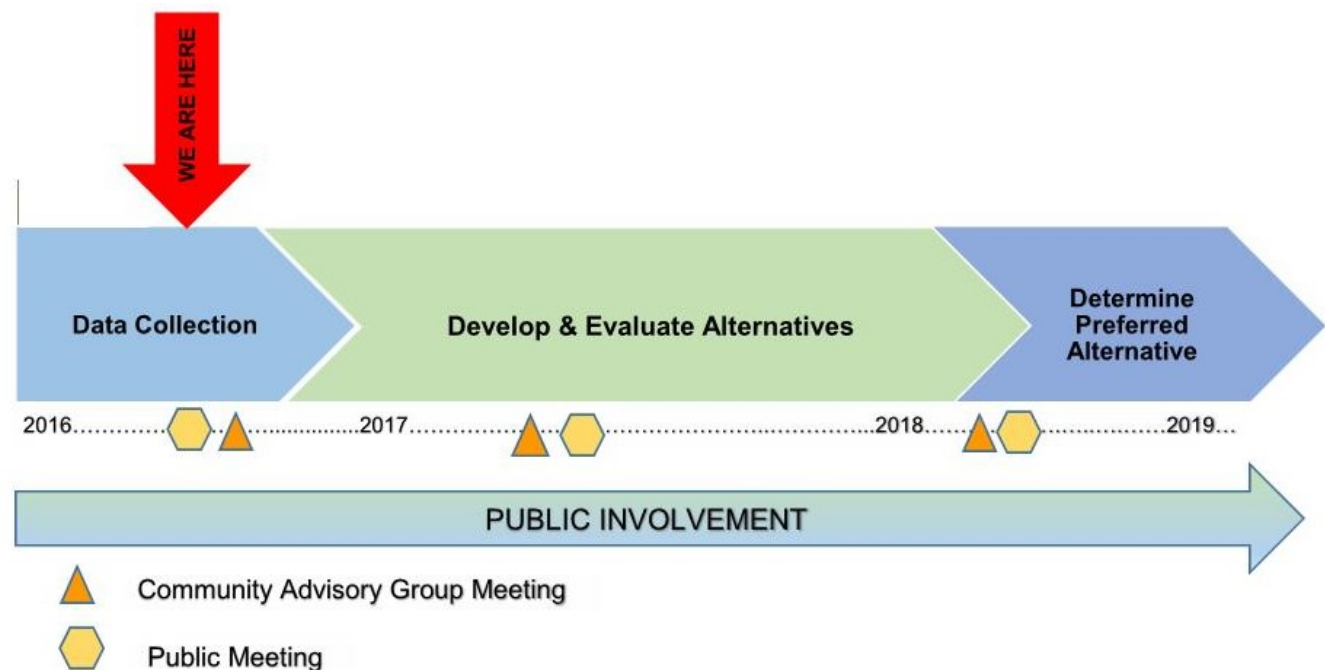


FIGURE 2 - Tentative Study Schedule

5.0 COMMUNICATION TOOLS

Several communication tools will be used throughout the I-270 Study to engage stakeholders. These tools are designed to reach local stakeholders, as well as those with regional or national interest in the study. Communication tools will include a study website, newsletters, media outreach, and other tools.

5.1 Study Identity

A study identity, including a logo and graphics, will be developed to provide a consistent and recognizable image for the study. The study identity will be used in all stakeholder involvement materials.

5.2 Newsletters

Newsletters will be distributed to provide study information and solicit input. The newsletters will contain study and public meeting information. Hardcopy newsletters will be sent to stakeholders that only have physical addresses listed in the mailing list. An e-newsletter will be distributed to those who provide an email address. The newsletters will also be posted on the study website.

The Schedule of Stakeholder Activities in **Appendix B** includes the timing and objectives for newsletters.

5.3 Study Website

A study website will be maintained throughout the duration of the study. The website will support broader outreach and provide access to study information to accommodate regional and national interest in the study. The website will serve as a comprehensive information resource for the study. Study and meeting materials will be available on the website, including newsletters, public meeting announcements, public comment summaries, documents, frequently asked questions, CAG meeting materials and other information. The study web pages will be included on IDOT's website. Updates will be made as the study progresses at key study milestones.

5.4 Notifications and Advertising

Press releases will provide descriptions of the public meetings (purpose, date, location and format) to local newspapers. The press releases are intended to reach a larger audience and inform individuals that are not on the study's mailing list of the upcoming public participation opportunity. The study team will develop newspaper notices following IDOT media guidelines. Announcements will also be placed on the study web page. News releases will be developed in coordination with IDOT to send to media affiliates including print, radio, and television stations. Legal notices will be posted when required by policy. Advertisements in local media may be used as well if outreach needs to be expanded.

5.5 Media Briefings

A proactive approach to media coordination will be used to ensure that media has current, relevant, and accurate information to share with the public. This approach includes participation by the IDOT spokesperson or the consultant in media briefings, preparation of media kits, preparation of press releases, and availability of study staff to support the spokesperson in ongoing coordination with members of the media.

5.6 Stakeholder Mailing List

A study mailing list consisting of study stakeholder contact information will be maintained throughout the study. The mailing list will be used to distribute notifications about upcoming public participation opportunities and provide study updates. Newsletters, postcards, or email notifications will be distributed to the mailing list to provide study information and announce upcoming public meetings.

6.0 STAKEHOLDER INVOLVEMENT PLAN AVAILABILITY AND MONITORING UPDATES

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

6.1 Availability of the Stakeholder Involvement Plan

As the study proceeds, the PSG will update the SIP as needed to reflect appropriate changes or additions. The PSG will advise stakeholders of future SIP updates and post the updates on the study website.

6.2 Modifications of the Stakeholder Involvement Plan

The SIP will be reviewed on a regular basis for effectiveness and will be updated as appropriate. Updates to the SIP include, but are not limited to, the following:

- € Maintaining a current list of CAG members
- € Maintaining a current list of agency partners
- € Maintaining a detailed list of all public outreach methods used during the CSS process

APPENDIX A: AGENCIES & ADVISORY GROUPS

Table A-1: Lead Agencies

AGENCY NAME	ROLE	OTHER ROLES	RESPONSIBILITIES
Federal Highway Administration	Federal Lead Agency	PSG	€ Project Oversight
Illinois Department of Transportation	State Lead Agency	PSG	€ Manage environmental review process € Provide opportunity for public involvement € Collect and prepare transportation and environmental data € Manage CSS Process
Missouri Department of Transportation	Consulting Agency	PSG	€ Coordination of information related to Missouri issues and on-going MoDOT projects

Table A-2: Project Study Group (PSG)

NAME	REPRESENTING	ROLE	PHONE	EMAIL
IDOT, District Eight, 1102 Eastport Plaza Drive, Collinsville, IL 62234				
Kirk Brown, PE	IDOT District 8	Program Development Engineer	(618) 346-3112	Kirk.Brown@illinois.gov
Frank Opfer, PE	IDOT District 8	Studies & Plans Engineer	(618) 346-3175	Frank.Opfer@Illinois.gov
Cindy Stafford, PE	IDOT District 8	Location Studies Engineer	(618) 346-3151	Cindy.Stafford@Illinois.gov
Karen Geldert, PE	IDOT District 8	Project Manager	(618) 346-3157	Karen.Geldert@Illinois.gov
Jennifer Hunt	IDOT District 8	Environmental Studies	(618) 346-3156	Jennifer.Hunt@Illinois.gov
Brian Macias	IDOT District 8	Environmental Studies	(618) 346-3144	Brian.Macias@illinois.gov
Michael Myler	IDOT District 8	Land Acquisition	(618) 346-3120	Michael.Myler@illinois.gov
Wenda Southlerand	IDOT District 8	Geometrics Engineer	(618) 346-3159	Wenda.Southerland@illinois.gov
Joe Gray	IDOT District 8	Bike and Ped Coordinator	(618) 346-3149	Joseph.Gray@illinois.gov
IDOT, Bureau of Design and Environment, 2300 S. Dirksen Pkwy., Springfield, IL 62764				
Paul Niedernhofer, PE	IDOT Bureau of Design and Environment	Project Development	(217) 524-1651	Paul.Niedernhofer@Illinois.gov
Felecia Hurley	IDOT Bureau of Design and Environment	Environmental Studies	(217) 785-4245	Felecia.hurley@Illinois.gov
FHWA – IL Division, 3250 Executive Park Drive, Springfield, IL 62703				
Chris Fraley, PE	Federal Highway Administration	FHWA Oversight	(217) 492-4619	Chris.Fraley@dot.gov

Table A-2: Project Study Group (PSG)

Horner & Shifrin, Inc., 604 Pierce Blvd, Suite 300, O'Fallon, IL 62269 Parsons Transportation Group, 400 S. Wood Mill Rd., Suite 330, Chesterfield, MO 63107				
Brad Riechmann, PE	Horner & Shifrin	Project Manager	(618) 622-6827	BERiechmann@HornerShifrin.com
Tim Broyles, PE	Parsons	Project Engineer	(314) 819-5015	Timothy.Broyles@parsons.com
Travis Pfeiffer, PE	Parsons	Project Engineer	(314) 819-5085	Travis.Pfeiffer@parsons.com
Bridgett Jacquot	Horner & Shifrin	Environmental/Public Involvement Lead	(618) 622-6831	BLJacquot@HornerShifrin.com
Eric Lagemann, PE	Horner & Shifrin	Structures Lead	(618) 622-6824	ELagemann@HornerShifrin.com

Table A-3: Community Advisory Group (Includes the PSG in Table A-2)

This table will be updated when CAG members are identified

REPRESENTING	NAME
Cities/Villages	
Elected Officials	
Transportation Professional	
Environment	
Industry	
Residents	
Businesses	
Special Interest Groups	
Roadway Users	

APPENDIX B: SCHEDULE OF STAKEHOLDER ACTIVITIES

ACTIVITY	DATE	DESCRIPTION
Development of Draft Stakeholder Involvement Plan	2016	<ul style="list-style-type: none"> Develop a Stakeholder Involvement Plan (SIP) to document outreach goals, objectives, stakeholders, tools and participation opportunities Coordinate draft with Bureau of Design & Environment (BDE) and FHWA
Initial Stakeholder Conversations	2016	<ul style="list-style-type: none"> Discuss study area Discuss interests and concerns
Public Meeting #1	2016	<ul style="list-style-type: none"> Introduce the study, planning process, schedule, goals, and public participation opportunities (i.e. how to apply to be on CAG) Introduce study website
Formation of Community Advisory Group (CAG)	2016	<ul style="list-style-type: none"> Identify and notify preliminary CAG members
Project Study Group (PSG) Meeting #1	2016	<ul style="list-style-type: none"> Discuss results of Public Meeting #1 Identify preliminary study needs and issues Review and obtain input on identified stakeholders Discuss upcoming CAG Meeting #1 and any small group meetings
CAG Meeting #1	2016	<ul style="list-style-type: none"> Introduce the study Provide study history Explain project development process (Phase I, II, & III) Explain what environmental topics are studied, in general Define CSS, Stakeholder, and CAG Provide CAG Ground rules Discuss study specifics (existing roadway system, environmental resources, community characteristics) Group exercise – Consensus on Problem Statement
Newsletter #1	2016	<ul style="list-style-type: none"> Introduce the study, planning process, schedule, goals, and public participation opportunities Introduce study website
NEPA/404 Merger Meeting #1 (if necessary)	2016	<ul style="list-style-type: none"> Concurrence on Purpose & Need
Stakeholder Meetings #1	2016	<ul style="list-style-type: none"> As requested and/or as necessary.
PSG Meeting #2	2016	<ul style="list-style-type: none"> Provide update on study Discuss Preliminary Alternatives Discuss upcoming Public Meeting
CAG #2	2017	<ul style="list-style-type: none"> Explain Alternative Development Process Explain NEPA Introduce Alternatives Discuss impacts Group Exercise – Input on Preliminary Alternatives

APPENDIX B: SCHEDULE OF STAKEHOLDER ACTIVITIES

ACTIVITY	DATE	DESCRIPTION
Public Meeting #2	2017	<ul style="list-style-type: none"> £ Present alternatives £ Discuss environmental and socioeconomic impacts. £ Discuss screening and evaluation process that was followed to get to alternatives to be carried forward
NEPA/404 Merger Meeting #2 (if necessary)	2017	<ul style="list-style-type: none"> £ Concurrence on Alternatives to be Carried Forward
Newsletter #2	2017	<ul style="list-style-type: none"> £ Explain Alternative Development Process £ Explain NEPA £ Discuss results of Public Meeting #2 (Preliminary Alternatives & impacts) £ Bring public up to date on CAG meetings and small group meetings
Stakeholder Meetings #2	2017	<ul style="list-style-type: none"> £ As requested and/or as necessary
PSG Meeting # 3	2017	<ul style="list-style-type: none"> £ Review results of Public Meeting #2 £ Discuss preferred alternative
Stakeholder Meetings #3	2017	<ul style="list-style-type: none"> £ As requested and/or as necessary
NEPA/404 Merger Meeting #3 (if necessary)	2018	<ul style="list-style-type: none"> £ Obtain concurrence on the Preferred Alternative
PSG Meeting #4	2018	<ul style="list-style-type: none"> £ Identify preferred alternative £ Discuss items for Public Meeting #3
CAG #3	2018	<ul style="list-style-type: none"> £ Serves as dry run for Public Meeting #3 £ Presentation of the preferred Alternative £ Discuss impacts on environment £ Discuss impacts on traveling public £ Discuss design/land acquisition/construction schedules
Newsletter	2018	<ul style="list-style-type: none"> £ Update the public on the study £ Serves as a notice for Public Meeting #3
Public Meeting #3	2018	<ul style="list-style-type: none"> £ Presentation of the preferred Alternative £ Discuss impacts on environment £ Discuss impacts on traveling public £ Discuss design/land acquisition/construction schedules
PSG #5	2019	<ul style="list-style-type: none"> £ Discuss results of the Public Meeting #3 £ Study Conclusion
Design Approval	2019	<ul style="list-style-type: none"> £ Final approval for next phase

APPENDIX C: GLOSSARY

GLOSSARY

Alternative

One of a number of specific transportation improvement proposals, alignments, options, and design choices in a study. Following detailed analysis, one improvement alternative is chosen for implementation.

Community Advisory Group (CAG)

The CAG includes community leaders, including elected officials, representatives from local municipalities, and local resource agencies. This group ensures that identified solutions balance community, technical and long-range planning needs. It also assists in keeping the study on the right track with respect to implementation. The CAG will provide input at key study milestones throughout Phase I of the planning process.

Context

The interrelated condition in which something exist.

Context Sensitive Solutions (CSS)

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.

Multi-Modal Transportation

Includes all modes of transportation for a complete transportation system. Examples: cars, trucks, bicycles, pedestrians, high occupancy vehicles, mass transit, rail.

National Environmental Policy Act (NEPA)

The federal law that requires the preparation of an environmental document to analyze the impacts of projects using federal funds. Documents may include an Environmental Impact Statement (EIS), Environmental Assessment (EA), or Categorical Exclusion (CE) depending on the type of project and anticipated level of impacts. To comply with NEPA, a process has been developed by IDOT to address all potential environmental, social, cultural, and economic impacts of a proposed highway project before decisions are reached on design. Public involvement is an integral component of the NEPA process.

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 generally describe a particular situation in which an expected level of performance is not being achieved and will list one or more important factors which cause or contribute to the unacceptable performance.

Project Study Group

The Project Study Group (PSG) is a multi-disciplinary team that ensures all federal, state, and local requirements are met as well as full implementation of the CSS process including the SIP. The includes appropriate District, FHWA, Planning and Programming, Bureau of Design and Environment (BDE), Metropolitan Planning Organization, consulting staff, and other representatives as appropriate to the project. The PSG is involved in stakeholder identification and other outreach activities.

Public Involvement

Coordination events and informational materials geared at encouraging the public to participate in the project development process. A successful Stakeholder Involvement Plan facilitates the exchange of information among project sponsors and stakeholders, providing opportunities for input and participation throughout the planning process.

Stakeholder

An individual or group with an interest or investment in a way an issue is resolved. This includes local, regional, state and federal agency representatives; local, regional, state and federal officials; business leaders; property owners; key community leaders; civic/community groups; environmental preservation and interest groups; media outlets; and any other targeted stakeholders as directed by IDOT.

Stakeholder Involvement Plan (SIP)

A formal written plan explaining how stakeholder input and participation will be facilitated throughout the planning process. The SIP outlines tools and techniques for engaging stakeholders throughout the planning process. The SIP has been designed to ensure that stakeholders are provided a number of opportunities to be informed and engaged as the project progresses. The goal of the SIP is to outline a program of activities to actively seek the participation of stakeholders. The SIP provides the framework for achieving consensus and communicating the decision-making process between stakeholders to identify transportation solutions for the project.

Study Area

The geographic area within which pertinent project matters are contained. Originally defined at the outset of engineering and environmental evaluation, although it may be revised during development of the studies.