



ROLLINS ROAD

GATEWAY

Enhancing our Community

Stakeholder Involvement Plan for Agency and Public Involvement

Rollins Road Gateway

Rollins Road at Illinois Route 83 and the CN Railway

ROUND LAKE BEACH, ILLINOIS

Lake County Division of Transportation

January 2009 | Version 1

Rollins Rd



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1 INTRODUCTION

1.1 Project Background

Lake County has initiated the Rollins Road Gateway Phase I Project to study improvements that will reduce congestion and improve safety at the intersection of Rollins Road with Illinois Route 83 (IL 83) and the Canadian National Railroad (CN). The study will include an analysis of the existing roadway, drainage and intersection deficiencies. The project team will study alternatives including grade separating Rollins Road with the CN railroad and potentially grade separating Rollins Road with IL 83. Other study alternatives may include realigning the intersection of Rollins Road and Hainesville Road. The project will include an examination of the impacts that any proposed improvements will have on the community and the environment.

The Rollins Road Gateway study area is located primarily in the Village of Round Lake Beach in Lake County and extends on Rollins Road from Hook Drive on the east to Mallard Drive on the west, and extends from Hook Drive on the north to approximately the Avon Center School drive on the south on IL 83. See Figure 1-1 for Location Map. Sections of Rollins Road carry as much as 34,000 Average Daily Traffic (ADT) on the four lane roadway. The corridor is developed with a mix of commercial, residential and Park District property. The area surrounding the Rollins Road/IL 83 intersection has grown into a major commercial business district.

Given the potential for impacts that a proposed improvement could have, the project will follow the principles of Context Sensitive Solutions (CSS). CSS is a collaborative approach that involves all stakeholders to develop a facility that fits into its surroundings and preserve scenic, aesthetic, economic, 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 and thus subject to revision anytime events warrant.



Figure 1-1 Location Map

1 INTRODUCTION

1.2 Context Sensitive Solutions

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

The process is defined as follows:

“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.

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 Rollins Road at IL 83 and CN Railway intersection 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 (Stakeholder/Mailing list is contained in a separate document)
- Identifies the roles and responsibilities of the lead agency. (Table 2-1 in Appendix A)
- Identified the cooperating agencies. (Table 2-2 in Appendix A)
- Identifies participating agencies and agency responsibilities (Table 2-3 in Appendix A)
- 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

A public involvement program will be conducted in accordance with Lake County guidance and CSS principles. 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, etc.)
- Elected/community officials
- Government and planning agencies
- Transportation system users
- Chambers of commerce
- Neighborhood groups
- Environmental coalitions
- Bicycle groups
- Utilities
- Others outside the study area with an interest in the project

2 GOALS AND OBJECTIVES

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 Lake County and Round Lake Beach. 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 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 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 revision 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 Lake County Division of Transportation (LCDOT) in consultation with the Illinois Department of Transportation (with respect to IL 83.)

3 PROJECT WORKING GROUPS

3.1 Area Business Task Force

To assist in the development of the environmental and engineering studies for the Rollins Road study, LCDOT has proposed the establishment of an Area Business Task Force (ABTF). The purpose of the ABTF is to provide input on the development of the Purpose and Need statement and the alternatives to be evaluated. The ABTF group consists of the Village of Round Lake Beach businesses that are directly affected by the study, Chamber of Commerce and members of the economic development group. The responsibilities of the ABTF include providing input to the study process, consensus at key project milestones (e.g., project purpose and need, range of alternatives to be advanced for detailed study, and the recommended alternative.), and aesthetics. The initial invitation membership to the ABTF of those immediately impacted is presented in Table 3-2 in Appendix A.

The ABTF will meet approximately seven (7) times throughout the project development process. The meeting program will be designed to encourage timely and meaningful opportunities for input, and to encourage information sharing and collaboration between the PSG and the ABTF.

Any stakeholder outside the study area that shows interest in the project, that is not part of the ABTF, 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.

3.2 Implementation

Public involvement in the planning process begins as soon as the study starts and continues well after the ending date of a study contract. This report serves as a guide for public involvement in Phase I of this study, but includes strategies that can be used throughout Phase II (development of detailed engineering plans) and Phase III (construction). 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 study team will be responsible for the overall development, implementation and coordination of the Public Involvement plan.

3.3 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/STAKHOLDER 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 project working group (ABTF).
- Identify project cooperating and participating agencies.
- Develop and publicly circulate the SIP.
- Prepare a community context audit (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 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 with the 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.
- Upon completion of a clear problem statement, this must be accepted by consensus of the stakeholders.
- Development of the project Purpose and Need statement; opportunities for stakeholder review will be provided.
- Agency concurrence on the Purpose and Need (if required).

4 TENTATIVE SCHEDULE OF PROJECT DEVELOPMENT ACTIVITIES/STAKHOLDER INVOLVEMENT

4.3 Step Three: *Defining Alternates*

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.
- Identification of initial alternatives
- Evaluation of the initial alternatives.
- Identification of the alternatives to be carried forward.
- Evaluation of the alternatives to be carried forward.
- Agency concurrence with the alternatives to be carried forward through the NEPA Process.

4.4 Step Four: *Approval of Final Alternative*

The process will continue with the identification and concurrence of the preferred alternative. 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
- Agency concurrence on the Selected Alternative
- Preparation and approval of required NEPA documents.

4.5 Project Development Schedule, and Stakeholder Involvement Activities

The tentative schedule for project development activities and stakeholder involvement activities is presented in Section 5.

5 PUBLIC INVOLVEMENT PLAN ACTIVITIES

The following activities are proposed as the public involvement plan for the the Rollins Road/ IL 83/ CN Railroad project. Unless otherwise noted, the Consultant Team is the responsible party for activities and coordination. All activity will be approved by LCDOT before proceeding. The Consultant Team's designated point of approval is Chuck Gleason at LCDOT. He will coordinate internal LCDOT 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 and business owners 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 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 in Section 5.

5.2 Public Outreach Meetings

Stakeholder involvement for the Rollins Road/ IL 83/ CN Railroad project 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 address specific project issues, allow for more specialized discussions and input, and aid 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, park district, 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 LCDOT 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.

5 PUBLIC INVOLVEMENT PLAN ACTIVITIES

Agency Coordination

To ensure that this project meets minimum funding requirements for State and Federal funding, a project design/ environmental report must be prepared, which 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 Phase I study. 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 will be held with individual resource agencies to discuss environmental findings and compliance with local, state and federal requirements.

Public Meetings

Public involvement for the Rollins Road/ IL 83/ CN Railroad project also will include opportunities for broader public meetings in the form of public information meetings 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. The comment period for each of these milestones is fifteen (15) days. Four public meetings will be held to coincide with major project milestones during the project development process. Below is the initial draft schedule:

- The first meeting (**April 2009**) will serve as a project kickoff, with the team 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 (**Early June 2009**) will serve to present the project purpose and need, identify alternatives to be evaluated, and evaluation methods.
- The third meeting (**July 2009**) will include a presentation of alternatives to be evaluated as well as presenting and soliciting feedback on the alternatives.
- The fourth meeting (**September 2009**) will include a presentation of recommended alternative and the reasons for selection.
- The fifth meeting (**May 2010**) will be the formal public meeting for the project.

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 newsletter invitations, public notices placed in area newspapers, on the project website, and on 3rd party websites. Opportunities for the public to provide written (comment forms) comments will be available at the meetings. Translation services will be provided as they are requested.

The public meeting for this project, anticipated for May 2010, will be held as required by NEPA. The Draft Project Report will be available at the Public Meeting. The meetings will be advertised by newsletter invitations, public notices placed in area newspapers and on the project website, and 3rd party websites. The 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. Opportunities for the public to provide written (comment forms) and verbal comments via a court reporter will be available at the meetings. Translation services will be provided.

5 PUBLIC INVOLVEMENT PLAN ACTIVITIES

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 Rollins Road/ IL 83/ CN Railroad 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 Lake County website, with links between the two. Information posted on the project website will include project history, study process and information, maps, photos, reports, and electronic versions of printed collateral. 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.rollinsroadgateway.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 (5) newsletters will be produced at key project milestones. These newsletters will expound upon the basic information found on the website but also updates 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 (yet imprecise) 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 get 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 an agency-designated spokespersons, 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.

5 PUBLIC INVOLVEMENT PLAN ACTIVITIES

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 LCDOT, 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

LCDOT 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 15 days from date of release. As the project proceeds forward, LCDOT will update the SIP on a regular basis to reflect appropriate changes or additions. LCDOT 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. LCDOT will provide updated versions of the SIP to all agencies involved, as necessary. Cooperating and participating agencies should notify LCDOT 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 2-2
Lead Agencies**

Agency Name	Role	Other Project Roles	Responsibilities
Lake County Division of Transportation	Lead Agency		

**Table 2-4
Participating Agencies and Agency Responsibilities**

Agency Name	Requested Role	Participating Agency Response	Other Project Roles	Responsibilities
Illinois Department of Transportation	Participating Agency	Pending		
Illinois Historic Preservation Agency	Participating Agency	Pending		
Chicago Metropolitan Agency for Planning	Participating Agency	Pending		
Lake County Forest Preserve District	Participating Agency	Pending		
PACE	Participating Agency	Pending		
Village of Round Lake Beach	Participating Agency	Pending		
Avon Township	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
Advisory Council on Historic Preservation	Participating Agency	Pending
Canadian National (CN)	Participating Agency	Pending
Metra	Participating Agency	Pending

Table 2-3
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 3-1
LCDOT Staff and Contacts

Agency Name	Contact Person/Title	E-mail & Mailing Address
Lake County Division of Transportation	Martin Buehler Director	mbuehler@co.lake.il.us LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Chuck Gleason LCDOT Project Manager	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Paula Trigg Director of Planning and Programming	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Al Giertych Assistant County Engineer	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Chuck Gould Right-of-Way	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Elizabeth Pla Utilities	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Division of Transportation	Mike Zemaites	LCDOT 600 W. Winchester Road Libertyville, IL 60048
Lake County Board	Suzi Schmidt Chairman	Lake County Board 18 N. County Street, 10 th Floor Waukegan, IL 60085
Federal Highway Administration	Arlene Kocher Field Engineer Team Leader Region 1	Arlene.Kocher@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 Blakenhorn Executive Director	rblakenhorn@cmap.illinois.gov CMAP 233 S. Wacker Drive Suite 800 Chicago, IL 60606

CMAP	Don Kopec Programming & Operations	dkopec@cmap.illinois.gov CMAP 233 S. Wacker Drive Suite 800 Chicago, IL 60606
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Alfred Benesch & Company	Greg Guthrie Railroad Coordination	gguthrie@benesch.com Alfred Benesch & Company 205 N. Michigan Ave, Suite 2400 Chicago, IL 60601
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Alfred Benesch & Company	Colin Coad Designer	ccoad@benesch.com Alfred Benesch & Company 205 N. Michigan Ave. Suite 2400 Chicago, IL 60601
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Images, Inc.	Tracy Morse Public Involvement	tracy.morse@imagesinc.net Images, Inc. 400 W. Liberty, Suite B Wheaton, IL 60187
Images, Inc.	Cathy Valente Public Involvement	cathy.valente@imagesinc.net Images, Inc. 400 W. Liberty, Suite B Wheaton, IL 60187

Table 3-2

Area Business Task Force (ABTF) - *Draft List- Listed are potential primary and secondary impacts

Business/Agency Name	Contact Person/Title	Participation	Other Project Role(s)
Village of Round Lake Beach	David Kilbane/Village Administrator		Pending
Village of Round Lake Beach	Jon Wildenberg/Economic Development		Pending
Round Lake Area Chamber of Commerce	Shanna Coakley/Executive Director		Pending
Wal-mart	Wal-Mart Stores, Inc.		Pending
McDonald's	Boots Romich		Pending
Arby's	Don Moore		Pending
Lube Pro's	Robert and Karen Dulger		Pending
Payless Shoe Source	Lee Cherney		Pending
Round Lake Area Park District	Jeff Nehlia		Pending
Midwest Real Estate Equities	Pam Stewart		Pending
Inland Continental Redevelopment	Paul Wheeler		Pending
Karney Management	Stella Dekel		Pending
CB Richard Ellis	Steven Brennan		Pending

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

	Agency Name	Contact Person/Title	Approximate Number of Meetings
Geographic Interests	Adjacent Property Owners, Renters, & Homeowners Association (Oak Tree Subdivision)	Pending	5
	Commercial Property Owners	Pending	7
Institutional (Education, Religious)	Unit School District 116	Janet Elenbogen/President	1
	Round Lake Area Park District	Jeff Nehlia	2
Transportation/Emergency Service Providers Emergency Services (Fire, Police, Hospitals, Sheriff)	Condell Medical Center	Dennis Millirons/President	
	Round Lake Area Mobile Eye Condell Acute Care Center	Don Portzen/Unit Commander Sara Jensen/Director	1
U.S. / State / Regional / Local Officials	Village of Round Lake Beach	Richard H. Hill/Mayor David Kilbane/Village Administrator	7
	Lake County Board Members	Suzi Schmidt / Chairman	1
	Avon Township	Shirley Christian/Supervisor	1
	Illinois Department of Transportation	Chris Holt/Bureau Chief of Local Roads; Alex Househ/Local Roads Liaison-North Division Field Engineer	5
	State Elected Officials		1
Permitting Agencies	Corps of Engineers	Mitch Isoe / Branch Chief	1
	State Historic Preservation Agency	Don Kilma Director	1
	Lake County Storm Water Management	Mike Warner / Director	1
Utilities	ComEd	John Pribich/Program Manager, Public Relocation	1

Transportation Professionals	CMAP	Randy Blankenhorn / Executive Director	1
	CN	Dave Crader/Sr. Manager of Technical Service-South Region John M. Henriksen/Manager Public Works	8
	Metra	Phil Pagano	1
	Pace	Michael Bolton/Deputy Director of Strategic Services	1
Special Interest Groups	Chicagoland Bicycle Federation	Bob Sadowsky / Executive Director	1
	Lake County Chamber of Commerce	Lou Molitor / President	1
	Round Lake Area Chamber of Commerce	Shanna Coakley/Executive Director	1
	Village of Round Lake Beach-Economic Development	Margaret Sparr/Director	1

Table 6-1
SIP Revision History

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

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 (EA) (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:

The federal law that requires the preparation of an Environmental Impact Policy Act (NEPA) Statement (EIS), Environmental Assessment (EA), or Categorical Exclusion (CE).

Acronyms

ADT	Average Daily Traffic
ABTF	Area Business Task Force
CA	Cooperating Agencies
CN	Canadian National
CMAP	Chicago Metropolitan Agency for Planning
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
LCDOT	Lake County Division of Transportation
NEPA	National Environmental Policy Act
PA	Participating Agencies
SIP	Stakeholder Involvement Plan