

Stakeholder Involvement Plan for Agency and Public Involvement

Prepared for:
Illinois State Toll Highway
Authority and Federal
Highway Administration

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B Glossary

List of Acronyms

APE	Area of Potential Effects
BRAC	Blue Ribbon Advisory Council (BRAC)
CATS	Chicago Area Transportation Study
CMAP	Chicago Metropolitan Agency for Planning
EIS	Environmental Impact Statement
FHWA	Federal Highway Administration
IDOT	Illinois Department of Transportation
IL	Illinois Route
LCTIP	Lake County Transportation Improvement Project
NEPA	National Environmental Policy Act
PIM	Public Information Meeting
Project	IL 53/IL 120 Environmental Impact Study/Tri-County Access Project
PST	Project Study Team
Q	quarter
RTP	Regional Transportation Plan
SHPO	State Historic Preservation Officer
SIA	Statewide Implementation Agreement
SPG	Stakeholder Participation Group
SIP	Stakeholder Involvement Plan
Tollway, the	Illinois Tollway/Illinois State Toll Highway Authority
USACE	U.S. Army Corps of Engineers
U.S.C	United States Code

1.0 Introduction

1.1 Project Background and History

Since the early 1960s, regional plans have singled out the need for an improved transportation link between Lake County and the northeastern Illinois region. Federal, state, and local agencies have been involved in various planning studies related to the potential Illinois Route 53 (IL 53) Extension. Over the last several decades, growth in population, increasing environmental pressures, economic development, and rising congestion have increased the need for discussion about transportation infrastructure improvements in the area to be completed. Currently, arterials in the study corridor experience significant congestion, especially eastbound and southbound in the morning, and westbound and northbound in the evening. Recent population and employment growth trends have added to the travel demands, with the greatest population growth occurring in the northern part of the area being studied (see Figure 1-1) and the greatest employment growth occurring in the southern part. The IL 53/IL 120 Environmental Impact Study, known as the Tri-County Access Project (project), will complete the environmental studies required to determine the right solution to address transportation needs and help improve the quality of life in Lake County, the northern portions of Cook County, and the eastern portions of McHenry County. The current project represents a “fresh look,” but the issues and objectives identified through past and current transportation initiatives in the area (see Figure 1-2) will be acknowledged and considered, as appropriate.

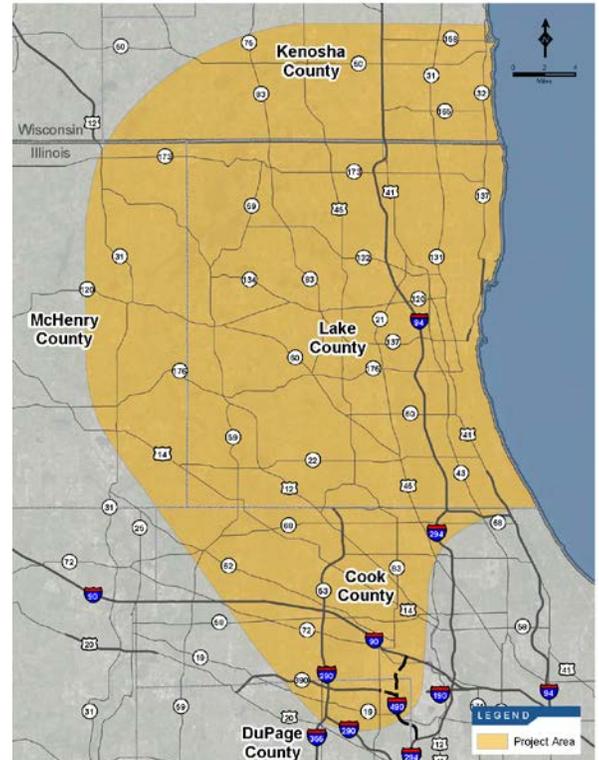


Figure 1-1. Project Area

Historical Perspective

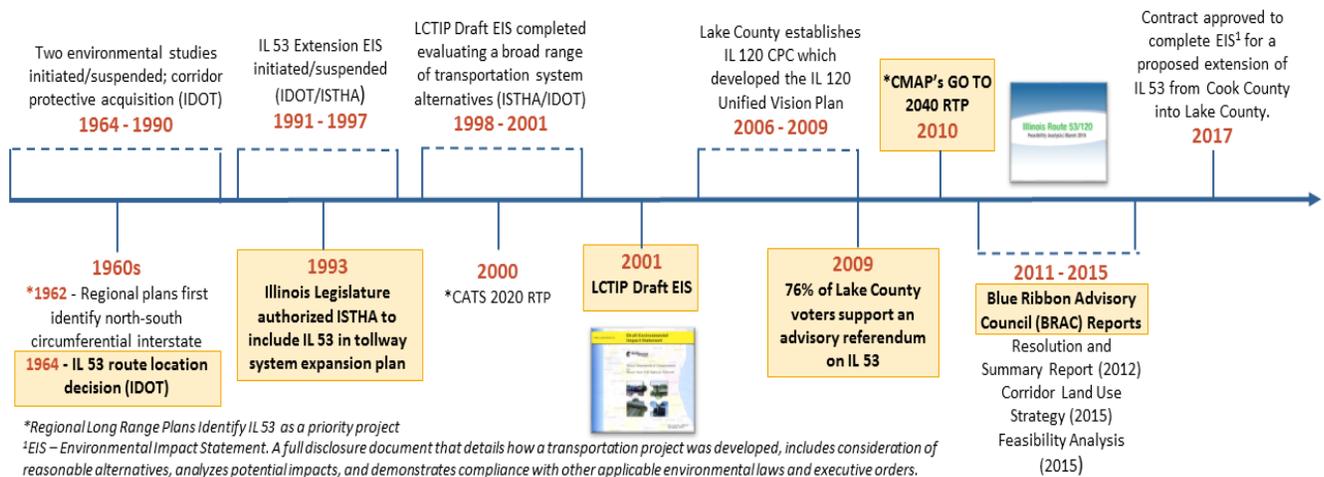


Figure 1-2. Tri-County Access Project Timeline

The Tri-County Access Project area consists of approximately 1000 square miles, shown on Figure 1-1, and encompasses all of Lake County and includes northern portions of Cook County, eastern portions of McHenry County, and northern portions of DuPage County. With a 2016 population of 1,745,374 residents, the project area accounts for 879,172 employees, of which 834,577 commute to their employment locations. Of these commuters, 83.4 percent drive alone.¹

The Tri-County Access Project is somewhat unique in that it was preceded by the Lake County Transportation Improvement Project (LCTIP), which concluded with circulation of the LCTIP Draft EIS in 2001, and by the Illinois Route 53/120 Blue Ribbon Advisory Council (BRAC), which was formed in 2011 to assist in the planning and potential implementation of the IL 53/120 project in Lake County. BRAC's Resolution and Summary Report² included a series of recommendations that encouraged the Tollway to proceed with further project development, revised scope, configuration, and design elements and proposed a financial framework. BRAC included local elected officials, transportation and planning agencies, and a diverse group of environmental, civic, business, and labor representatives that served in an advisory capacity. Building on BRAC's recommendations, the Tollway, the Chicago Metropolitan Agency for Planning (CMAP), and Lake County partnered on a feasibility analysis and corridor land use plan, both of which were recommended by BRAC as next steps for the IL 53/120 Project.

It is anticipated that many of the stakeholders involved in the LCTIP, the BRAC, and the ensuing feasibility and land use studies will again be engaged in the Tri-County Access Project. It is anticipated that the Tri-County Access Project will consider the groundwork laid by the BRAC in 2012 and build on studies performed as part of the LCTIP Draft EIS.

1.2 Legal Requirements

The Tri-County Access Project's study process will meet state and federal requirements meant to integrate environmental values and public interaction into transportation improvements. These requirements include the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and provisions governing the Efficient Environmental Reviews for Project Decision-Making, as specified in U.S. Code Title 23, Section 139 (23 USC 139).

The Tollway (which serves as project delivery lead), the Federal Highway Administration (FHWA), and the Illinois Department of Transportation (IDOT) developed this Stakeholder Involvement Plan (SIP) to address the coordination plan requirements of 23 USC 139(g) within the context of the NEPA process.

1.2.1 23 USC Section 139 – Efficient Environmental Reviews for Project Decision-making

Title 23 Section 139 of the USC requires the establishment of a plan for coordinating the participation of the public and agencies. This Tri-County Access Project SIP addresses these requirements by describing the project, detailing the project's public involvement process (including opportunities at key project milestones where public input is most effective), identifying the process for engaging cooperating and participating agencies, and providing regular updates on project status and stakeholder involvement.

1.2.2 National Environmental Policy Act

NEPA is a federal law that requires environmental issues to be considered during the planning of projects that are federally funded or permitted. No federal funds are currently allocated to the Tri-

¹ U.S. Census. American Community Survey 2012-2016 5-year estimates.

² Blue Ribbon Advisory Council. 2012. *Resolution and Summary Report*. June.

County Access Project, but it is being developed to allow for them in the future. Under NEPA, the term “environment” refers not only to the natural environment (e.g., air, water, ecology, and geology) but also to the human environment (e.g., social, cultural, and economic issues). One of the basic principles of NEPA is to provide better decision-making by including the input of people, business, and other stakeholders that may be affected by a project. Project stakeholders are asked to provide input and to comment on project-specific information (including potential actions and the possible impacts associated with taking a given course of action) that is provided throughout the NEPA process.

The Tollway, FHWA, and IDOT will complete an environmental study for the Tri-County Access Project in compliance with NEPA requirements. Information received from stakeholders will be included in an extensive environmental document called an Environmental Impact Statement (EIS), which establishes the purpose and need for the project, analyzes a full range of alternatives (including a no-action alternative), and documents potential effects to natural, community, and cultural resources. An EIS is conducted with the anticipation that there will be measurable impacts to the human, natural, and cultural environments.

In addition to requirements for public input, NEPA guides projects that require a federal permit to reduce potential effects to the environment. The NEPA process requires federal agencies to integrate environmental values into their decision-making process by considering the environmental impacts of their proposed actions and reasonable alternatives to these actions. The Tollway will assess the natural, built, and human environment to determine the extent of effects that may arise during construction and operation of a project. Environmental factors such as air quality, wildlife, vegetation, water quality, wetlands, geology, neighborhoods, park/recreation areas, utilities, visual quality, noise, and cultural resources will be assessed. NEPA encourages early and frequent coordination with the public and resource agencies throughout the project development process. Public comments that are received throughout the study process and upon release of the draft EIS will be considered and, as applicable, incorporated into the Final EIS.

Since the mid-1990s, Illinois has had a Statewide Implementation Agreement (SIA) in place that provides for concurrent NEPA and Section 404 of the Clean Water Act processes on federally aided highway projects in Illinois. The purpose of the SIA is to ensure appropriate consideration of the concerns of the U.S. Army Corps of Engineers (USACE), the U.S. Environmental Protection Agency, and the U.S. Fish and Wildlife Service as early as is practical in highway project development. The intent is also to involve these agencies at key decision points early in project development to minimize the potential for unforeseen issues arising during the NEPA or Section 404 permitting processes. This is known in Illinois as the “NEPA/404 Merger” process.

State highway projects that need an individual permit from the USACE under Section 404 of the Clean Water Act typically are processed under the NEPA/404 SIA.

The Tollway, FHWA, and IDOT intend to coordinate with other federal and state agency representatives to secure their concurrence as the study progresses.

2.0 Goals and Objectives

The purpose of this SIP is to provide a guide for implementing stakeholder involvement for the Tri-County Access Project. This SIP is a blueprint for defining methods and tools to educate and engage the public in the decision-making process for this project and has been designed to ensure that the general public and other stakeholders have opportunities to be informed and engaged as the project progresses.

2.1 Stakeholder Involvement Plan Goals

The goal of the SIP is to outline a program of activities to actively engage stakeholders throughout the study process. The SIP provides the framework for achieving a general understanding of the project and communicating the decision-making process between stakeholders to enhance awareness and understanding of the project. *General understanding* is defined as a general feeling of agreement where all input is heard and duly considered and the process as a whole is considered to be fair. The tools and techniques described in the SIP build on established relationships and will help create new partnerships to enable informed stakeholder involvement and meaningful participation.

The SIP will:

- Identify stakeholders
- Identify the Project Study Team (PST)
- Identify the roles and responsibilities of the joint lead agencies (see Table 3-1 in Appendix A)
- Identify the roles and responsibilities of the cooperating agencies (Table 3-2, Appendix A)
- Identify the roles and responsibilities of the participating agencies (Table 3-3, Appendix A)
- Identify the Stakeholder Participation Group and its members' roles and responsibilities (Table 5-2, Appendix A)
- Establish the timing and type of involvement activities with all stakeholders
- Establish stakeholder requirements for providing timely input to the project development process

2.2 Stakeholder Identification Procedures

A stakeholder is anyone who could be affected by the project and has a stake in its outcome. Stakeholders for this project may include, but are not limited to, the following:

- Residents
- Property owners
- Business owners
- Institutions (churches, schools, etc.)
- Advocates for community and historic interests
- Special interest groups (environmental, etc.)
- Elected and other community officials
- Government and transportation agencies
- Transportation system users/area motorists
- Chambers of commerce
- Neighborhood groups
- Environmental coalitions
- Bicycle groups

- Railroads and utilities
- Others with an interest in the project

Early coordination and/or meetings will be conducted with communities within the study area as a means of identifying interested parties and stakeholders. The identification of stakeholders for the Tri-County Access Project will build on stakeholder lists from prior efforts (BRAC, LCTIP, etc.) with updated research and input from local community leaders. New stakeholders may be added to the initial stakeholder list throughout the project. All individuals and organizations expressing interest in the project will be added to the project mailing/email 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 and hearings, speakers' bureau events, and press releases (see Section 6). The project mailing/email list will be updated and maintained for the duration of the project.

2.3 Stakeholder Involvement Ground Rules

The public outreach efforts associated with this project will be conducted based on a set of ground rules that form the basis for respectful interaction between all parties involved in this process. The initial, established ground rules include the following:

- Input on the project from all stakeholders is duly considered in order to yield the best solutions to problems identified during 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.
- 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 the Tollway, FHWA, and IDOT, with consideration of process findings and stakeholder input.

3.0 Lead, Cooperating, and Participating Agencies

3.1 Lead Agencies

FHWA, as Lead Agency with the Tollway and IDOT as joint lead agencies prepare the EIS. The FHWA Division Administrator, the Tollway Executive Director, and IDOT Secretary are the ultimate decision-makers for this project. The Tollway serves as the project sponsor agency responsible for delivery of the EIS and related studies. Table 3-1 in Appendix A lists the roles and responsibilities of the lead agencies.

3.2 Cooperating and Participating Agencies

Cooperating and/or participating agencies will be invited to participate in the Tri-County Access Project process. An agency's status as either a cooperating or participating agency is defined as follows:

- **Cooperating Agency.** Cooperating agencies are any federal agency that has jurisdiction by law or special expertise with respect to any environmental impact involved in the proposed project. A state or local agency with similar qualifications may also be a cooperating agency.
- **Participating Agency.** Participating agencies are those with an interest in the project by virtue of their proximity to the project, or because of their interest in the regional and local benefits or impacts of the project.

Cooperating agencies have a higher degree of authority, responsibility, and involvement in the environmental review process in comparison to the Participating Agencies. For example, the lead agency may request that a cooperating agency develop information and prepare environmental analyses for inclusion in the EIS for resource issues for which they have a concern or expertise. Additionally, a cooperating agency may adopt the EIS of the lead agency to support decisions that they will be required to make that are subject to review under NEPA (e.g., issuance of a federal regulatory permit).

FHWA and the Tollway have considered the respective definitions, and they have developed a list of agencies to be invited to participate as either a cooperating or participating agency. The process for inviting the respective agencies will be shared between FHWA, the Tollway, and IDOT. Appendix A includes tables that identify cooperating and participating agencies, including their responsibilities. Typical responsibilities are also identified in the sections below.

During the Tri-County Access Project, cooperating and participating agencies may participate in several different types of meetings. For example, participating agencies will take part in standing group meetings, such as the Stakeholder Participation Group. Some cooperating and participating agencies may meet as part of the NEPA/404 concurrence process if they are signatories to the SIA. One-on-one meetings, small group gathering, and workshops will also take place throughout the NEPA process. There will be sufficient opportunities for both participating and cooperating agencies to fully discuss and evaluate their respective transportation and environmental resource issues.

3.2.1 Cooperating Agencies

Potential cooperating agencies are listed in Table 3-2 in Appendix A. The agencies listed in this table are pending a response to an invitation to serve as a cooperating agency. The responsibilities shown in the table are in addition to those that are typical of cooperating agencies, such as:

- Identify as early as possible any issues of concern regarding the project's potential environmental and socioeconomic impact.
- Formally communicate issues of concern in the EIS scoping process.
- Provide input and comment on the project's purpose and need.
- Provide input and comment on the methodologies used to develop alternatives or analyze impacts.
- Provide input on the range of alternatives to be considered.
- Provide input and comment on the sufficiency of environmental impact analysis for resources of concern.

3.2.2 Participating Agencies

Participating agencies are listed in Table 3-3 in Appendix A. All participating agencies listed are pending a response to an invitation to serve in this role. In addition to the responsibilities listed in Table 3-3, participating agencies may provide comments on the purpose and need, study methodologies, range of alternatives, environmental impact analyses, and the preferred alternative.

3.2.3 Agencies Declining Invitation to Participate

Pursuant to 23 USC 139, a federal agency that declines to be a participating agency must specifically state in its response that it is declining for one or more of the following reasons:

- It has no jurisdiction or authority with respect to the project.
- It has no expertise or information relevant to the project.
- It does not intend to submit comments on the project.

A federal agency that does not respond to the invitation is assumed to have accepted the role of a participating agency.

Non-federal agencies must formally accept the invitation in order to be considered as a participating agency. If a non-federal agency declines to be a participating agency, its response should state the reason for declining the invitation. If it chooses not to be a participating agency, its comments regarding the process can still be recorded through available public involvement venues (e.g., public meetings). Non-federal agencies that do not respond to the invitation will not be considered a participating agency.

Table 3-4 in Appendix A lists the agencies that were invited to participate in the project but declined.

4.0 Section 106 Consulting Parties

FHWA is responsible for involving consulting parties in findings and determinations made during the Section 106 process. Section 106 regulations identify the following parties as potentially having a consultative role in the Section 106 process:

- a) State Historic Preservation Officer (SHPO)
- b) Native American tribes and Native Hawaiian Organizations
- c) Representatives of local governments
- d) Applicants for federal assistance, permits, licenses, and other approvals
- e) Individuals and organizations with a demonstrated interest in the undertaking

FHWA has worked with the Tollway, IDOT and the SHPO to identify potential Section 106 consulting parties (see Table 4-1 in Appendix A). Individuals or organizations may request consulting party status for this project by contacting Reed Panther by email (RPanther@getipass.com). Consulting parties may provide input at key decision points in the Section 106 process, including the project's Area of Potential Effects, determinations of eligibility and finding of effect, and, if applicable, consulting to avoid adverse effects to historic properties. Agencies and organizations declining to participate in the Section 106 process are listed in Table 4-2 in Appendix A.

FHWA, the Tollway and IDOT will use the Tollway's public involvement procedures, under NEPA, to fulfill the Section 106 public involvement requirements.

5.0 Project Working Groups

Two project working groups will be involved in the Tri-County Access Project EIS process: the Project Study Team (PST) and the Stakeholder Participation Group (SPG).

5.1 Project Study Team

The PST is a multidisciplinary team of representatives from the Tollway, FHWA, IDOT, and the project consultant team (CH2M | Knight E/A and its subconsultants) and is tasked with determining project recommendations based on study analyses and stakeholder input. The Tollway is the sponsor agency responsible for delivery of the Tri-County Access Project EIS. FHWA as lead agency, and the Tollway with IDOT as the joint lead agencies for the Tri-County Access Project will make final project decisions. IDOT and FHWA will support the project development process and provide required input and reviews.

The Tollway has formed the initial interdisciplinary PST; however, to maintain an optimal multidisciplinary team, membership may evolve as the study progresses and understanding of the project's context is clarified. Also, if determined necessary by the PST, additional project working groups may be formed.

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

Other responsibilities of the PST include the following:

- Expedite the project development process.
- Identify and resolve project development issues.
- Promote partnerships with stakeholders to address identified project needs.
- Develop cooperation among stakeholders.

The organization and persons listed in Table 4-1 in Appendix A comprise PST for the Tri-County Access Project.

5.2 Stakeholder Participation Group

To assist in the development of the environmental and engineering studies for the Tri-County Access Project, the Tollway will establish the SPG. The purpose of the SPG is to provide input throughout the study process, including development of the purpose and need, as well as development and evaluation of alternatives. The SPG consists of a balanced representation of community leaders from the study area and stakeholders with expertise or technical interest in environmental, land use, transportation, and economic issues, as well as other representative stakeholders. Community and stakeholder groups invited to serve as members of the SPG are presented in Table 4-2 in Appendix A, and Table 4-3 summarizes SPG activities.

The SPG will meet approximately eight times during the project development process. The meeting agendas will be designed to encourage timely and meaningful opportunities for input, as well as information sharing and collaboration between the Tollway and the SPG.

SPG members will be asked to represent their respective agency or group and to be the conduit of information exchange. One of the objectives of the project working groups is to facilitate effective communication with the general public and surrounding corridor stakeholders. Consequently, SPG members are encouraged to attend other project-related public meetings (e.g., community or interest

group-sponsored meetings) and to serve as a conduit to these groups. In addition, the Tollway asks that the SPG help to identify opportunities for small group meetings, speakers' bureau presentations, and other communication opportunities.

Any community or interest group outside the study area, that is not part of the SPG but that shows interest in the project, may be added to the stakeholder mailing list, ensuring it will receive meeting invitations and project updates. The Tollway will also be available to meet with organizations on a one-on-one basis throughout the NEPA environmental process.

5.2.1 Stakeholder Participation Group Ground Rules

The ground rules listed below will be used during the Tri-County Access Project as the basis for respectful interaction of all parties involved in the stakeholder process. The ground rules will initially be established in this SIP and then reviewed and agreed upon by SPG members. These ground rules include the following:

- Input on the project from all stakeholders is duly considered in order to yield the best solutions to problems identified through the process.
- The list of stakeholders is subject to revision at any time.
- Minutes of all stakeholder meetings will be maintained.
- Input from all participants engaging in the process 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. (A general understanding of agreement is when stakeholders agree that their input has been heard and duly considered and that the process as a whole is 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.
- All participants must understand that once a general understanding of agreement is reached on a topic, that topic will not be readdressed.
- The Tollway, FHWA, and IDOT will make final project decisions.

Furthermore, while representing the diverse ideas of their communities, agencies, and interest groups within the project area, SPG members will:

- Candidly communicate local issues.
- Agree to act as a team in a spirit of collaboration. The responsibilities of this group include providing open and constructive input for consideration at key project milestones (e.g., project purpose and need, range of alternatives to be advanced for detailed study, and the preferred alternative).
- Provide timely input by meeting deadlines for requested information.
- Assist in the development of viable solutions and ultimately reach a collective understanding of project recommendations and constraints. A collective understanding is NOT a vote.
- Agree to engage in discussions of the right issues at the right time in the process.
- Commit to attend all SPG meetings and public meetings.
- Serve as a conduit for factual communication between the project team and stakeholders.
- Provide insight and communicate issues.

- Actively participate in the public involvement program.

5.3 Implementation

Public involvement begins as soon as the study starts and continues well after the planning process is complete. This SIP serves as a guide for public involvement during this study and includes strategies that can be used throughout subsequent project phases. Implementation of this SIP requires the commitment and efforts of all involved parties and includes the expected actions, responsibilities, and timing. As an implementation guide, this SIP links specific strategies to the study schedule and identifies the audience that each strategy is intended to reach. The Tollway is responsible for the overall development, implementation, and coordination of the SIP, with input and support from FHWA and IDOT.

5.4 Stakeholder Involvement

Any stakeholders that show interest in the project may sign up for the mailing list, ensuring they will receive meeting invitations and project updates, and they have the opportunity to stay connected via social media. The project team will also be available to meet one-on-one with organizations throughout the project duration, if deemed necessary. In addition, stakeholders will be informed about the project website, where they can access information and submit comments.

5.5 Dispute Resolution

FHWA as the lead agency, is committed to working with all involved agencies and stakeholders in the study process to identify issues early and to seek collective understanding on disagreements. FHWA is committed to an open and transparent process. However, if there is an impasse after making good-faith efforts (through either the informal or formal dispute-resolution process) to address unresolved concerns, the FHWA may proceed to the next stage of project development. In the case of an unresolved dispute between agencies, FHWA will notify stakeholders of its decision and proposed course of action. The sections below describe the informal and formal dispute resolution processes.

5.5.1 Informal Dispute Resolution Process

In the case of an unresolved dispute, the FHWA will notify all agencies of its decisions and the proposed course of action. FHWA's decision to move an action forward without agreement will not eliminate an agency's statutory or regulatory authorities or the right to elevate the dispute through established agency dispute-resolution procedures. FHWA recognizes and accepts the risk of proceeding on an action without receiving a signatory agency's concurrence and will work with any agency to attempt to resolve a dispute.

5.5.2 Formal Dispute Resolution Process

Per 23 USC 139(h), Issue Identification and Resolution, there is a formal dispute resolution procedure for the environmental review process. This process is only intended for use on disputes that may delay a project or result in the denial of approvals required for a project to proceed. Only a federal agency with jurisdiction, the project sponsors, or the Illinois State Governor may request an issue resolution meeting be conducted by the lead agency; these entities are encouraged to exhaust all other measures to achieve resolution prior to initiating this formal dispute resolution process.

6.0 Schedule of Project Development Activities/Stakeholder Involvement

The Tri-County Access Project will be advanced in conformance with NEPA and associated federal and state requirements described in Section 1.2. Major steps in the process and associated stakeholder involvement activities are illustrated in Figure 5-1 and discussed below.

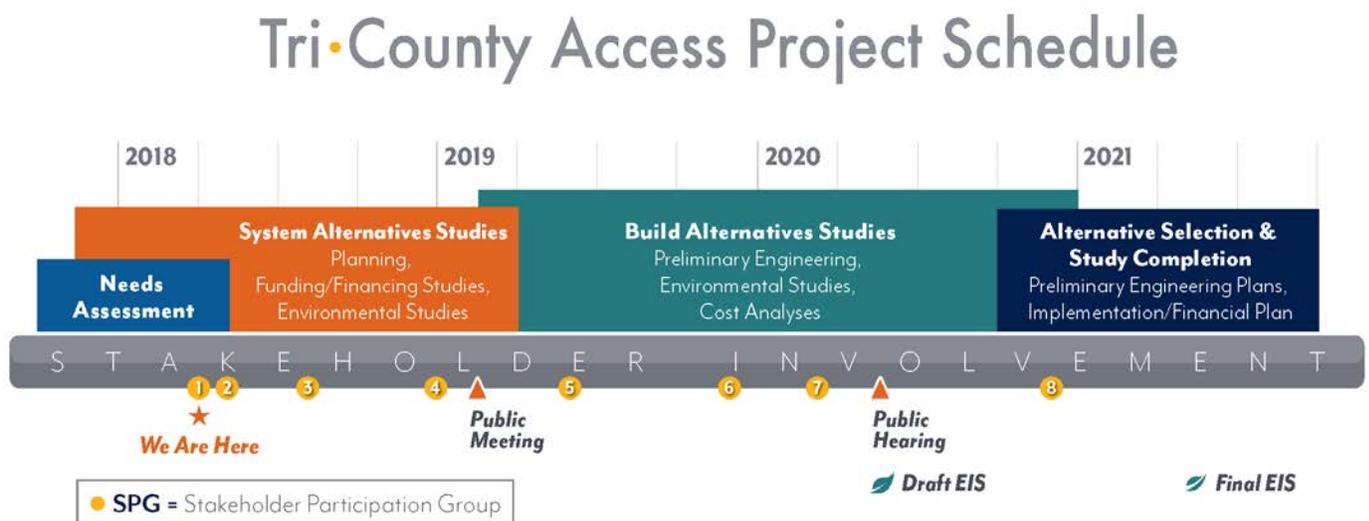


Figure 5-1. Project Development Process

6.1 Project Initiation/Purpose and Need

This step of the project development process begins with identifying stakeholders, notifying agencies of the study, establishing the PST and SPG, conducting formal or informal scoping activities, collecting information about the study area, performing transportation system performance studies, and establishing the purpose and need statement for the Tri-County Access Project. These activities include, but are not limited to, the following:

- Develop and make the SIP available on the project website.
- Assemble and organize the project working groups (i.e., PST and SPG).
- Identify the cooperating and participating agencies.
- Prepare a community context audit (PST and project stakeholders). The context audit identifies unique community characteristics that contribute to the project’s context and that will be considered in the project development process.
- Develop the project purpose and need statement.
- Conduct the NEPA/404 agency coordination activities related to project startup, project scoping, and determination of the project purpose and need statement.
- Organize and hold SPG meetings:
 - SPG Meeting #1 will serve as a kickoff meeting, during which the SPG to share project objectives; identify study area issues, deficiencies, goals, and objectives for the project; share the SIP; and discuss findings of transportation system performance studies.

- The purpose of SPG Meeting #2 will be to present and discuss the draft purpose and need statement, introduce the alternatives study process, and initiate discussions of initial system alternative components.
- Conduct social media activities to inform stakeholders of the project process, defined study area and project history; to identify issues and concerns in the study area through interactive mapping; and to solicit input.

The following meetings will be held as part of this step:

Meetings:	SPG Meeting #1 (March 2018) SPG Meeting #2 (April 2018)
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6.2 Initial System Alternative Studies

This step will identify and evaluate a broad range of initial system alternatives to address the project purpose and need. The initial system alternatives development process is iterative in nature, providing progressively greater detail. Initial system alternatives will include combinations, or “packages,” of initial roadway system improvements along with complementary transit improvements, non-motorized improvements, and transportation system management strategies. Activities in the initial system alternatives study step of the process include the following (not in chronological order):

- Organize Public Information Meeting (PIM) #1 to present the project purpose and need, as well as the initial system alternative study findings. All stakeholders will be encouraged to attend and comment on the findings.
- Conduct NEPA/404 agency coordination activities, including securing agency concurrence with the project purpose and need statement through the NEPA/404 merger process as well as coordination related to the initial system alternative studies.
- Identify and evaluate potential alternatives to address the transportation problems in the Tri-County Access Project region. This will begin by first identifying potential improvement components: for example, locations and types of potential roadway improvements. These components will then be combined into packages of initial roadway system improvements along with complementary transit, non-motorized, and transportation system management improvements.
- Organize and hold SPG meetings to discuss and identify initial system alternatives. The third SPG meeting will introduce and discuss the initial system alternative packages. The fourth SPG meeting will review the alternatives evaluation criteria and the performance of the initial system alternatives.

The following meetings will be held as part of this step:

Meetings:	SPG Meeting #3 (July, 2018) SPG Meeting #4 (December 2018)	PIM #1 (Q1 2019)
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6.3 Build Alternative Studies

This step begins with the identification of the range of alternatives to be carried forward (i.e., the build alternatives) based on findings of the initial system alternative studies and stakeholder input. The build alternatives will be developed and evaluated to a greater level of detail in this step to allow an evaluation of their performance characteristics and environmental consequences, as compared to the No-Action Alternative. Activities in this stage include the following:

- Determine the range of alternatives to be carried forward for detailed consideration (build alternatives) based on findings of the initial system alternative studies and stakeholder input. Secure agency concurrence with the alternatives to be carried forward through the NEPA/404 merger process.
- Refine and further develop design characteristics of the build alternatives. This will include determining optimal layouts for roadway improvements (such as complementary transit and non-motorized improvements), refining drainage system design features, and determining the construction footprint limits. Conduct associated cost and revenue analyses.
- Evaluate the environmental consequences and performance characteristics of the No-Action Alternative and build alternatives and identify measures to avoid, minimize, or mitigate environmental effects.
- Conduct NEPA/404 resource agency coordination related to the build alternative studies.
- Organize and hold multiple SPG meetings or workshops to discuss the build alternative studies.
- Organize and hold a public hearing to present the Draft EIS.

The following meetings will be held as part of this step:

Meetings:	SPG Meeting #5 (Q2 2019) SPG Meeting #6 (Q4 2019) SPG Meeting #7 (Q1 2020)	Public Hearing (Q2 2020)
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6.4 Preferred Alternative Identification and Study Completion

This step begins with the identification of the Preferred Alternative based on findings of the Draft EIS and stakeholder input. However, if the preferred alternative is discernable and identified earlier than anticipated, it will be included in the DEIS. A Final EIS and Record of Decision will be prepared. Preliminary engineering studies, including development of the Project Implementation Plan and Financial Plan, will be prepared for the Selected Alternative. Activities in this stage include the following:

- Identify the Preferred Alternative based upon findings of the Draft EIS, including consideration of agency and public comments. Secure agency concurrence with the Preferred Alternative through the NEPA/404 merger process.
- Prepare the Final EIS and Record of Decision.
- Complete preliminary engineering studies for the Selected Alternative, including development of the Project Implementation Plan and Financial Plan.

The following meetings will be held as part of this step:

Meetings:	SPG Meeting #8 (Q4 2020)	
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7.0 Stakeholder Involvement Plan Activities

The stakeholder involvement activities described in this section are proposed for the Tri-County Access Project. The Tollway, in coordination with FHWA and IDOT, is responsible for stakeholder involvement activities and coordination. The sections below each describe a stakeholder involvement activity, identify a target audience, and include an implementation schedule.

7.1 Public Outreach Meetings

Stakeholder involvement for the Tri-County Access 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. The sections below describe additional meeting opportunities.

7.1.1 Small Group Meetings

Small group meetings may be necessary to engage stakeholders, share information, and foster discussion. These meetings may include addressing specific project issues, allowing for more specialized discussions and input, and aiding the general public in developing a better understanding of the project goals and objectives. Small group meetings will be held throughout the project as the need for them is identified. These meetings could include the project team, local agencies and organizations, members of the business community, and affected property owners. Project handouts or other appropriate meeting materials will be prepared for distribution at these meetings.

7.1.2 Speakers' Bureau

A speakers' bureau, consisting of Tollway and consultant staff, will be maintained to present project-related information to interested local civic or service organizations, such as Rotary Clubs and Kiwanis. Relevant and available project information will be assembled and updated by the speakers' bureau on a regular basis for presentation at meetings, as requested.

7.1.3 Agency Coordination

Preparing an EIS requires compliance with many local, state, and federal rules, regulations, and laws. As the study progresses, the project team will advance coordination with a broad range of agencies, whether they are involved as cooperating agencies, participating agencies, or others with an interest in the project.

7.1.4 Stakeholder Workshops

As part of the SPG, stakeholder workshops may be conducted between key milestones as a means to obtain stakeholder input regarding various project issues and potential solutions. 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 workshop in which they will be presented.

7.1.5 Elected Officials Briefings

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

7.1.6 Public Meeting and Hearing

Public involvement for the Tri-County Access Project will include opportunities for broader public meetings in the form of a public information meeting and a public hearing. These large-scale meetings 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 following events are anticipated:

- **Public Meeting (Q1 2019) to Present the Initial Systems Alternatives and Evaluation Report.** The public will have the opportunity to view and provide their comments on the initial systems alternative packages.
- **Public Hearing (Q2 2020) to Present the Draft EIS and Evaluation of the Build Alternative Studies.** This meeting is part of a federal requirement for the Draft EIS under NEPA. The public will have the opportunity to view and provide comments on the Draft EIS.

These meetings will use a range of presentation methods and techniques, including project boards, handouts, and an audio-visual or multimedia presentation. The meetings will be advertised by postcard invitations and by public notices placed in area newspapers, on the project website, and on third-party websites such as county websites. Opportunities for the public to provide written comments (i.e., comment forms) will be available at the meetings and on the project website. Language translation, disabled-person assistance, and other similar services will be provided when requested.

7.2 Other Mechanisms for Public Involvement

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

7.2.1 Mailing List

To support public meeting invitations and other direct public contact, a mailing list will be developed and updated. Phone numbers and email addresses will be added to (or removed from) the list as available or requested. The mailing list is intended to include contact information for the following stakeholder types: affected landowners; federal, state, and local officials; special interest groups; resource agencies; businesses and business leaders; and members of the public. The list will be developed initially using existing resources (e.g., assessor data, names and addresses of officials from other recent projects in the area) and will be maintained throughout the project via ongoing outreach, sign-in sheets, project website, and other methods.

7.2.2 Public Website

In an effort to use electronic media to disseminate information to the public and receive input and comments, a public website has been developed. This website provides a central source for project study information and is available to anyone with access to the internet at any time. The Tri-County Access Project website is a cost-effective tool to maintain a history of the study. To maintain project identity and facilitate access to project information, this website will be separate from the Tollway website, with links connecting the two. Information posted on the website will include project history, study process and information, maps, photos, reports, and electronic versions of printed material. The website will also allow for two-way communication (comment forms), through the use of email. For consistency, major website updates will coincide with the project's major milestones. The website address is www.TriCountyAccess.org.

7.2.3 Factsheets

Factsheets are a common project communication tool. To assist with consistent delivery of project information and progress updates, as well as to solicit input, factsheets will be written at key project milestones. The factsheets will contain project and public meeting information. Hardcopies may be provided at public meetings and gatherings. Electronic versions of factsheets will be distributed to those who provide an email address and will also be posted on the project website.

7.2.4 Media Outreach

Broadcast and print media offer an effective method of informing the general public about a project and its progress. To effectively use the media for this study, several media strategies will be employed to promote frequent coverage of the project; these strategies include press releases, media briefings, publication pieces, media correspondence, and one-on-one briefings with agency-designated spokespersons.

Press releases will be issued throughout the study period to announce public meetings, study progress to date, important results, and next steps.

7.2.5 Social Media

Stakeholders commonly use social media to gather and share information; as a result, several social media platforms are integrated into the Tri-County Access Project:

- Tri-County Access website
- Facebook
- Twitter
- LinkedIn
- YouTube

If, during the course of the project, additional social media platforms are identified as useful tools to communicate with stakeholders, they will be incorporated into this SIP as appropriate.

To actively attract followers/likes, the PST will identify and follow pertinent Twitter/Facebook pages. This may include the media, elected officials, and others as identified by the PST. In addition, a news release will be developed and distributed announcing the launch of each social media site, and social media logos and addresses will be shared with stakeholders. The PST will work with local organizations such as the chambers of commerce and local government to link the Tri-County Access Project's social media platforms to their websites. Project social media platforms will be monitored for comments, and responses will be provided.

7.2.6 Public Response and Communication

Throughout this study, both direct and indirect public comment is anticipated. Direct public comment will come as email (by a direct link from the website), standard mail, phone calls, and comment forms issued at meetings and briefings. Indirect public comment will come through the media, non-agency sponsored meetings, and third-party websites. It is important to address both direct and indirect public comment to ensure the public that its concerns and opinions are being recognized, and to respond to potentially problematic issues such as misinformation.

A centralized comment response management system will be implemented. The goal of this system is to provide a secure and electronically accessible repository for comments. It will be capable of categorizing the comment types and issues, tracking the status of comment responses, and maintaining a comment record for environmental documentation. The system will also collect and maintain stakeholder contact information for mailing list automation.

The PST will respond to public inquiries in a timely manner. Monitoring third-party meetings, activities, websites, and media reports related to the project will continue throughout the study. Reports on third-party activity will be detailed and added to the comment record as they occur.

8.0 Plan Availability and Monitoring/Updates

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

8.1 Availability of the Stakeholder Involvement Plan

The Tollway will make the SIP available to stakeholders for review at the public meeting, public hearing, and on the project website. As the project proceeds, the Tollway will update the SIP as needed to reflect appropriate changes or additions. The Tollway will advise stakeholders of future SIP updates and post updates on the project website.

8.2 Modification of the Stakeholder Involvement Plan

The SIP will be reviewed on a regular basis for effectiveness and will be 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 (i.e., 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

The Tollway will provide updated versions of the SIP to all agencies involved, as necessary. Cooperating and participating agencies should notify Jeremy Jacobson (Jeremy.Jacobson@ch2m.com) of staffing and contact information changes in a timely manner. SIP updates will be tracked in Table 7-1 in Appendix A.

Appendix A

Tables

Table 3-1. Lead Agencies

Agency Name	Role	Responsibilities	Date Accepted
Federal Highway Administration	Lead Agency	<ul style="list-style-type: none"> • Provide oversight of NEPA process • Provide oversight, input, and approval of EIS • Provide oversight for public involvement • Provide opportunity for cooperating and participating agency involvement • Manage Section 106 consultation 	
Illinois Tollway	Joint Lead Agency	<ul style="list-style-type: none"> • Prepare EIS and associated preliminary engineering studies • • Provide opportunity for public and for participating and cooperating agency involvement • 	
Illinois Department of Transportation	Joint Lead Agency	<ul style="list-style-type: none"> • Provide review and input to EIS and associated preliminary engineering studies • Provide opportunity for public and for participating and cooperating agency involvement 	

Table 3-2. Cooperating Agencies

Agency Name	Role	Responsibilities	Date Accepted
TBD			

Table 3-3. Participating Agencies

Agency Name	Role	Responsibilities	Date Accepted
TBD			

Table 3.4. Agencies Declining Cooperating or Participating Agency Status

Agency Name	Reason for Declining	Date Declined
TBD		

Table 4-1. Section 106 Consulting Parties

Agency Name	Consulting Party Response	Contact Person/Title	Email and Mailing Address
TBD			

Table 4-2. Agencies and Organizations Declining Section 106 Consulting Party Status

Agency	Reason for Declining
TBD	

Table 5-1. Project Study Team Members

Agency Name	Contact Person/Title	Email
FHWA	Jon-Paul Kohler	Jon-Paul.Kohler@dot.gov
FHWA	Matt Fuller	Matt.Fuller@dot.gov
FHWA	Omar Qudus	Omar.Qudus@dot.gov
FHWA	Robin Helmerichs	Robin.Helmerichs@dot.gov
IDOT	John Baczek	John.Baczek@illinois.gov
IDOT	Steven Schilke	Steven.Schilke@illinois.gov
IDOT	Issam Rayyan	Issam.Rayyan@illinois.gov
IDOT	John Sherrill	John.Sherrill@Illinois.gov
IDOT	Felecia Hurley	Felecia.Hurley@illinois.gov
IDOT	Dwayne Ferguson	Dwayne.Gerguson@illinois.gov
Tollway	Rocco Zucchero	rzucchero@getipass.com
Tollway	Reed Panther	rpanther@getipass.com
Tollway	Peter Foernssler	Peter.Foernssler@getipass.com
Tollway	Bryan Wagner	bwagner@getipass.com
CH2M	Jeff Frantz	Jeff.Frantz@ch2m.com
CH2M	Lidia Pilecky	Lidia.Pilecky@ch2m.com
CH2M	Athreya Sreenivasan	Athreya.Sreenivasan@ch2m.com
CH2M	Carla Mykytiuk	Carla.Mykytiuk@ch2m.com
CH2M	Brian Connor	Brian.Connor@CH2M.com
Knight	Chris Reed	creed@knightea.com

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
Addison	Rich Veenstra/Mayor
Algonquin	John Schmitt/President
Antioch	Lawrence Hanson / Mayor
Arlington Heights	Tom Hayes / Mayor
Bannockburn	Frank "Bud" Rothing / President
Barrington	Karen Darch / President
Barrington Hills	Martin J. McLaughlin / President
Beach Park	John Hucker / President
Bensenville	Frank DeSimone/President
Buffalo Grove	Beverly Sussman / President
Bull Valley	Emily Berendt / President
Cary	Mark Kownick/Mayor
Crystal Lake	Aaron Shepley/Mayor

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
Deer Park	Dale Sands / President
Deerfield	Harriet Rosenthal / Mayor
Des Plaines	Matthew Bogusz / Mayor
Elk Grove Village	Craig Johnson/Mayor
Fox Lake	Donny Schmit, Jr. / President
Fox River Grove	Robert Nunamaker / President
Grayslake	Rhett Taylor / Mayor
Green Oaks	Bernie Wysocki / President
Gurnee	Kristina Kovarik / Mayor
Hainesville	Gerald Daley / Mayor
Hawthorn Woods	Joseph Mancino / Mayor
Highland Park	Nancy R. Rotering / Mayor
Highwood	Charlie Pecaro / Mayor

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
Hoffman Estates	William McLeod / Mayor
Holiday Hills	Louis French / President
Indian Creek	Steven Starykowicz / President
Inverness	John "Jack" Tatoes / Mayor
Island Lake	Charles R. Amrich / Mayor
Itasca	Jeff Pruyn/Mayor
Johnsburg	Edwin Hettermann / President
Kildeer	Nandia Black / President
Lake Barrington	Kevin Richardson / President
Lake Bluff	Kathleen O'Hara / President
Lake Forest	Robert Lansing / Mayor
Lake in the Hills	Russ Ruzanski/President
Lake Villa	James McDonald / Mayor
Lake Zurich	Tom Poynton / President
Lakemoor	Ryan "Todd" Weihofen / President
Libertyville	Terry Weppler / President
Lincolnshire	Elizabeth Brandt / Mayor
Lindenhurst	Dominic Marturano / Mayor
Long Grove	Bill Jacob / President
McCullom Lake	Marilyn Shepit / President
McHenry	Wayne Jett / Mayor
Mettawa	Casey Urlacher / President
Mt. Prospect	Arlene Juracek / Mayor
Mundelein	Steve Lentz / Mayor
North Barrington	Albert Pino / President
North Chicago	Leon Rockingham, Jr. / Mayor
Northbrook	Sandra E. Frum/President
Oakwood Hills	Paul Smith / President
Old Mill Creek	Tempel (Tim) Smith, Jr. / President
Palatine	Jim Schwantz / Mayor
Park City	Steve Pannell / Mayor
Port Barrington	Shannon Yeaton/President
Prairie Grove	David Robak / President
Prospect Heights	Nicholas Helmer / Mayor
Richmond	Craig Kunz / President
Ringwood	Rick Mack / Mayor
Riverwoods	John Norris / Mayor
Rolling Meadows	Len Prejna / Mayor
Roselle	Andy Maglio/Mayor
Round Lake	Daniel MacGillis / President

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
Round Lake Beach	Rich Hill / Mayor
Round Lake Heights	Terrance Lumpkins / Mayor
Round Lake Park	Linda Lucassen / Mayor
Schaumburg	Al Larson / President
South Barrington	Paula McCombie / Mayor
Spring Grove	Mark Eisenberg / President
Third Lake	Gary Beggan / Mayor (President)
Tower Lakes	David Parro / President
Trout Valley	Bob Baker/Mayor
Vernon Hills	Roger Byrne / President
Volo	Stephen Henley / President
Wadsworth	Glenn Ryback / President
Wauconda	Lincoln Knight / President
Waukegan	Sam Cunningham / Mayor
Wheeling	Patrick Horcher / President
Winthrop Harbor	Michael Bruno / Mayor
Wonder Lake	Anthony Topf / President
Wood Dale	Nunzio Pulice/Mayor
Zion	Al Hill / Mayor
Cook County	Toni Preckwinkle / Cook County Board President
Cook County Department of Transportation	John Yonan / Superintendent
Cook County Planning and Development	Susan Campbell / Director
Forest Preserve District of Cook County	Arnold Randall / General Superintendent
Lake County	Aaron Lawlor /Board Chairman
Lake County	David Stolman / Lake County Treasurer
Lake County Council of Mayors	Leon Rockingham, Jr. / Mayor of North Chicago
Lake County Division of Transportation	Shane Schneider / Director
Lake County Forest Preserves	Alex Ty Kovach / Executive Director
Lake County Planning, Building and Development Department,	Eric Waggoner / Director
Lake County Stormwater Management Commission	Michael Warner / Executive Director
McHenry County	Jack D. Franks / McHenry County Board Chairman

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
McHenry County - Stormwater Management	Joanna Colletti / Water Resources Manager/Chief Stormwater Engineer
McHenry County Conservation District	Elizabeth Kessler / Executive Director
McHenry County Department of Planning and Development	Dennis Sandquist / P&D Director
McHenry County Division of Transportation	Joseph Korpalski / Director of Transportation/County Engineer
Metropolitan Water Reclamation District of Greater Chicago	David St. Pierre / Executive Director
DuPage County	Dan Cronin/County Board Chairman
Kenosha County	Jim Kreuser/County Executive
CMAP	Joseph Szabo / Executive Director
Lake County Schools	Roycalee Wood / Lake County Regional Superintendent of Schools
METRA	James Derwinski / CEO/Executive Director
Pace Suburban Bus	Thomas J. Ross / Executive Director
Regional Transportation Authority	Leanne Redden / Executive Director
Wisconsin Department of Transportation, Southeast Region	Tony Barth/Systems Planning Chief
IDNR	Wayne Rosenthal/Director
Illinois Nature Preserves Commission	Steve Byers/Preservation Specialist (Area 2)
Active Transportation Alliance	Ron Burke / Executive Director
American Council of Engineering Companies-IL	Dave Bender / Executive Director
Black Chamber of Commerce of Lake County	Arthur Gass Sr. / President
Buffalo Grove Lincolnshire Chamber of Commerce	Roger Sosa /Executive Director
Center for Neighborhood Technology	Linda Young / Executive Director & Managing Director
Chicago Federation of Labor	Jorge Ramirez / President
College of Lake County	Jerry Weber / President
Environmental Law and Policy Center	Howard Learner / Executive Director

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
GLMV Chamber of Commerce	Scott Adams / President/CEO
Grayslake Chamber	Karen Christian-Smith / Executive Director
IL Road and Transportation Builders Association (IRTBA)	Michael J. Sturino / President & CEO
Illinois Chamber of Commerce	Todd Maisch / President and CEO
Illinois Black Chamber of Commerce	Larry D. Ivory/President and CEO
Illinois Finance Authority	Chris Meister / Executive Director
Illinois Hispanic Chamber of Commerce	Omar Duque / President & CEO
Illinois Manufacturers' Association	Greg Baise/President & CEO
International Union of Operating Engineers Local 150	James M. Sweeney / Vice President of Governmental Affairs
Lake County Audubon Society	Chris Geiselhart / President
Lake County Building and Construction Trades Council	Pete Olson / President
Lake County Chamber of Commerce	Stewart Kerr /Executive Director
Lake County Contractors Association	Tim Marabella / Executive Vice President
Lake County Municipal League	Mandi Florip/Executive Director
Lake County Partners	Kevin Considine / President and CEO
Lake County Transportation Alliance	Pete Manhard / President
Liberty Prairie Foundation	Brad Leibov / President and CEO
Long Grove Business and Community Partners	Jim Uszler / Events Coordinator
Mano a Mano	Lourdes Shanjani / Executive Director
McHenry County Chamber of Commerce	Kay Rial Bates /President
McHenry County EDC	Jim McConoughey /Interim President
Metropolitan Planning Council	Mary Sue Barrett / President
Northwest Council of Mayors	Karen Darch/Technical Committee Chair
Northwest Municipal Conference	Harriet Rosenthal / President
Openlands	Gerald Adelman / President and CEO
Southeastern Wisconsin Regional	Michael G. Hahn / Executive Director

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
Planning Commission (SEWRPC)	
Transportation Management Association of Lake Cook (TMA)	Tim Grzesiakowski / President Executive Director

Table 5-2. Stakeholder Participation Group

Agency Name	Contact Person/Title
United States Minority Contractors Association (USMCA)	Rev. Larry S. Bullock / CEO
Voices for Illinois Children	Tasha Green Cruzat / President
Sierra Club of Illinois	Jack Darin/Chapter Director
Midwest Sustainability Group	Barbara Klipp/Executive Director

Table 5-3. Stakeholder Participation Activities

The Tri-County Access Project is subject to NEPA regulations. One of the basic principles of NEPA is to provide better decision-making by including the input of those who may be affected by a project. Project stakeholders are asked to provide input and to comment on project-specific information provided throughout the NEPA process. Additional input opportunities are listed in Section 7.2 of this document.

Schedule	Stakeholder Coordination Activity	Status
Fourth Quarter 2017	Stakeholder Involvement Plan (SIP) Development: Develop initial SIP to document outreach goals, objectives, stakeholders, tools, and participation opportunities	Complete
Winter 2017/2018	Stakeholder Briefings: Offer the opportunity and hold initial project briefings with legislative officials, village/city mayors/presidents, village/city managers/administrators, counties, and other interest groups.	In progress
March 2018	SPG MTG #1 – Project Introduction/Scoping: Conduct kickoff meeting with Stakeholder Participation Group; share project objectives; conduct exercise to determine local priorities; share SIP and results of the Transportation System Performance Report.	
April 2018	SPG MTG #2 – Draft Purpose and Need/Alternatives Development Process: Overview of the alternatives study process and timeline; initial discussion of purpose and need and initial system alternative components.	
July 2018	SPG MTG #3 – Initial System Alternative Packages: system-level alternative packages are presented; system alternative package evaluation criteria.	
December 2018	SPG MTG #4 – Alternative Package Performance: Share the performance of the initial system alternatives presented in SPG MTG #3.	
First Quarter 2019	Public Information Meeting: Present the initial system alternative study findings.	
Second Quarter 2019	SPG MTG #5: Recap the public information meeting, including what was heard and next steps. Present and discuss build alternative studies.	
Fourth Quarter 2019	SPG MTG #6: Present and discuss build alternative studies.	
First Quarter 2020	SPG MTG #7: Present and discuss build alternative studies.	
Second Quarter 2020	Public Hearing: Present the Draft EIS.	
Fourth Quarter 2020	SPG MTG #8: Final EIS, project wrap-up	

Table 8-1. Stakeholder Involvement Plan Revision History

Version	Date	Version Description
1.0	March 2018	

Appendix B

Glossary

Glossary

Alternative	One of a number of specific transportation improvement proposals, alignments, options, design choices, etc. in a study.
Area of Potential Effects	The Area of Potential Effects (APE) for a project includes the geographic area or areas within which an undertaking may directly or indirectly cause alterations in the character or use of historic properties, if any such properties exist. The APE is influenced by the scale and nature of an undertaking and may be different for different kinds of effects caused by the undertaking.
Environmental Impact Statement	An Environmental Impact Statement (EIS) is required by the National Environmental Policy Act (NEPA) of 1969 for projects that may have significant impacts and is the document that ensures that planners, engineers and environmental scientists have studied appropriate alternatives and that citizen have been given the opportunities to be fully informed of the environmental, social, cultural, and economic effects of all reasonable alternatives. The EIS documents the development and impact analysis of the alternatives, as well as the logic for the selection of the Preferred Alternative.
Historic property	A historic property is any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in, the National Register of Historic Places maintained by the Secretary of the Interior. This term includes artifacts, records, and remains that are related to and located within such properties. The term includes properties of traditional religious and cultural importance to an Indian tribe or Native Hawaiian organization and that meet the National Register criteria.
National Environmental Policy Act	NEPA is the federal law that requires the preparation of an EIS, Environmental Assessment, or Categorical Exclusion.
Multimodal Transportation	Includes all modes of transportation for a complete transportation system. Examples include cars, trucks, bicycles, pedestrians, high-occupancy vehicles, mass transit, and rail.
Problem Statement	A problem statement is a concise narrative, prepared as part of a project needs study, defining the fundamental situation or circumstance to be solved. A problem statement generally describes a particular situation in which an expected level of performance is not being achieved, and it lists one or more important factors that cause or contribute to the unacceptable performance.
Speakers' Bureau	A group of speakers that is selected and maintained due to their expertise on a specific subject or project. These speakers are available to participate in presentations about their project/topic at workshops, meetings, or at other stakeholder events.
Stakeholder Involvement Plan	A Stakeholder Involvement Plan (SIP) develops and defines a process that facilitates effective identification and understanding of the SPG concerns and values of all stakeholders as an integral part of the project development process. A SIP includes a formal written plan explaining how public input and comments will be obtained.
Undertaking	An undertaking is a project, activity, or program funded in whole or in part under the direct or indirect jurisdiction of a federal agency, including those carried out by or on behalf of a federal agency, those carried out with federal financial assistance, and those requiring a federal permit, license, or approval.