



MEETING MINUTES

Meeting Date: January 22, 2009
Date Issued: January 23, 2009
Location: Village of Hainesville Office
Project: 20808.039 – Washington Street, Hainesville Road to Lake Street
Section #08-00121-08-WR
Topic: Village of Hainesville Coordination Meeting

<u>Attendees</u>	<u>Representing</u>	<u>Phone</u>
Chuck Gleason	Lake County Division of Transportation	847-377-7447
Paula Trigg	Lake County Division of Transportation	847-377-7400
Ted Mueller	Village of Hainesville	847-223-2032
Marcia McCutchan	RHMG	847-362-5959
Chip Parriott	RHMG	847-362-5959
Jarrold Cebulski	Patrick Engineering Inc. (Patrick)	630-795-7468
Eric Chow	Patrick	312-201-7954
Cindy Flower	Bollinger Lach	262-378-2200

The following notes reflect our understanding of the discussions and decisions made at this meeting. If you have any questions, additions or comments, please contact us at the above address. We will consider the minutes to be accurate unless written notice is received within 10 working days of the date issued.

The meeting began at 1:00 p.m. The purpose of the meeting was an initial coordination meeting between the Lake County Division of Transportation (LCDOT) and the Patrick Engineering Study Team with the Village of Hainesville for the Phase I Study for Washington Street from Hainesville Road to Lake Street.

1. The meeting began with introductions. Patrick then provided some background information on the recently initiated study by the LCDOT. The LCDOT has retained Patrick to perform a Phase I Study for the improvement of Washington Street from Hainesville Road on the west to Lake Street on the east. The project is within the Villages of Grayslake, Hainesville, and Round Lake Park. Patrick received notice to proceed with the study on December 2, 2008. The LCDOT noted that this is one of their Challenge Bond projects, which means that it is one of several projects that are in competition for an anticipated \$50 million in bond money in the year 2011.
2. The existing roadway is mostly one lane in each direction with a rural cross-section with open ditch drainage. The general scope of the study will be a for a corridor improvement. The study will evaluate the possibility of additional travel lanes along the corridor and a potential grade separation (over- or under-pass) of Washington Street with the CN/Metra rail

- line. The two signalized intersections at the project termini (Lake Street and Hainesville Road) will also be analyzed for additional through and/or turning lanes. Drainage improvements will also be evaluated. The Phase I portion of the project is anticipated to have a 2-year schedule.
3. Patrick discussed the early study activities next. Patrick is currently performing a full ground survey of the study area. During December and January, traffic counts were taken at the key study intersections. Traffic projections for the 2030 design year are being developed in conjunction with the Chicago Metropolitan Agency for Planning (CMAP) and the IL 120 Corridor Study. Once traffic projections are available, highway capacity analysis will be performed to determine the needed lane configurations at the key study intersections. Accident data from LCDOT is being used to prepare an Accident Analysis, which will identify any trends or patterns and recommended countermeasures that should be considered in the development of the proposed improvement. Lake County GIS data is also being collected to compile a comprehensive base of information for use in the study. Lastly, the ESRF (environmental survey request form) submittal will be made to IDOT, who will provide all biological and cultural environmental resource information and the required clearances.
 4. LCDOT is processing this study through the Illinois Department of Transportation (IDOT) and the Federal Highway Administration (FHWA) to render the project eligible for federal funding. As such, the project needs to be developed in three phases. Phase I is the engineering and environmental study that will determine the scope of the improvements and identify any impacts to the natural or man-made environment. Phase II includes the preparation of contract plans and the acquisition of any needed right-of-way (ROW). Phase III is comprised of the actual construction of the identified improvements. Right now, there are only plans to complete the Phase I Study.
 5. Specific to the Phase I Study, it was noted that east of Lake Street, Washington Street is already two lanes in each direction with a median. West of Hainesville Road, LCDOT is currently developing a separate Phase I Study that is investigating improving Washington Street out to Cedar Lake Road with one lane in each direction, a center lane for left turns, and enhanced pedestrian/bicycle facilities. Patrick's study will include investigating various improvement alternatives, that will be developed in conjunction with the public involvement process. These alternatives will include basic number of lanes, type and width of medians, and varying roadway alignments and profiles. Pedestrian/bicycle accommodations will be included in any alternative identified for further study. As an outcome of the Phase I process, Patrick will be preparing a Project Development Report (PDR), Environmental Assessment (EA), a Drainage Study Report, and a Structural/Railroad Report.
 6. Stakeholder involvement will be an important component of the Phase I Study. Stakeholders include any individual or organization who is affected by or has an interest in the outcome of the roadway improvement project. Stakeholder involvement for this study will include a project website (www.WashingtonThoroughfareStudy.com) that is currently in development. In addition, there will be an initial Public Information Meeting to be held in February 2009, which will present aerials to the public and allow for them to voice their opinions prior to the identification of improvement alternatives for the project. Once alternatives have been evaluated based on public input and the proposed roadway geometry has been developed, a Public Meeting will be held to solicit input from the stakeholders. After the roadway

geometry has been refined based on public input, approved by LCDOT and IDOT and environmental clearances have been received, the Public Hearing will occur to solicit any final comments on the preferred alternative for the improvement of Washington Street. Depending upon the needs and interest of the project stakeholders, the study also allows for smaller-setting local community advisory group meetings. In this forum, the study team could meet with smaller groups of local residents to discuss issues regarding the Washington Street study that are more specific to them.

7. The Village of Hainesville offered their village hall as a location for the initial Public Information Meeting. LCDOT thanked the Village and indicated they were considering several local schools and they would make a final decision on the location shortly. The Village also stated that they would announce the information on the public meeting at their village council meetings and on the village web site. They could also provide a link on the village web site to the study web site. LCDOT asked the village to provide contact information on any homeowners associations who should be notified of the upcoming public meeting. The Village noted that they currently have no more land available for residential development within their village limits. The Village also provided the study team with atlas information on their utilities and informed Patrick that they have three village wells, however, none are in close proximity to Washington Street. LCDOT asked if the village knew if they had any additional detention available in any of their ponds which could be used for any road expansion. The Village noted that they would check and get back to LCDOT on this.
8. The meeting adjourned at approximately 2:00 p.m.

Submitted by:

PATRICK ENGINEERING INC.

Jarrod J. Cebulski, P.E.

Orig: Chuck Gleason, LCDOT

cc: Attendees