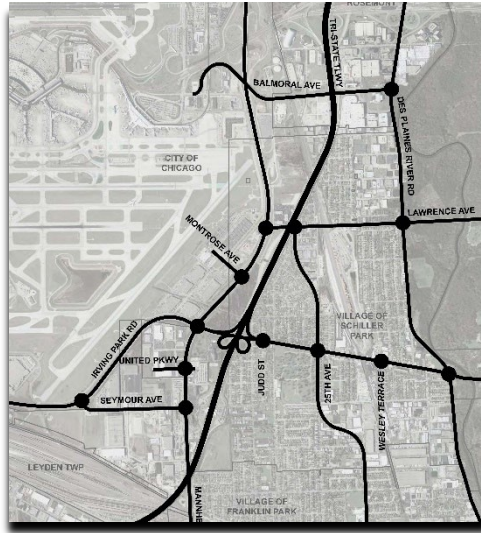


# Stakeholder Involvement Plan

## I-294 (Tri-State Tollway) at IL Route 19 (Irving Park Road) Phase I Engineering Study



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Version 1 – July 2024

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## **APPENDICES**

- A. Project Study Group List; Community Advisory Group List
- B. Glossary and Acronyms

## **1 INTRODUCTION**

### **1.1 Project Background**

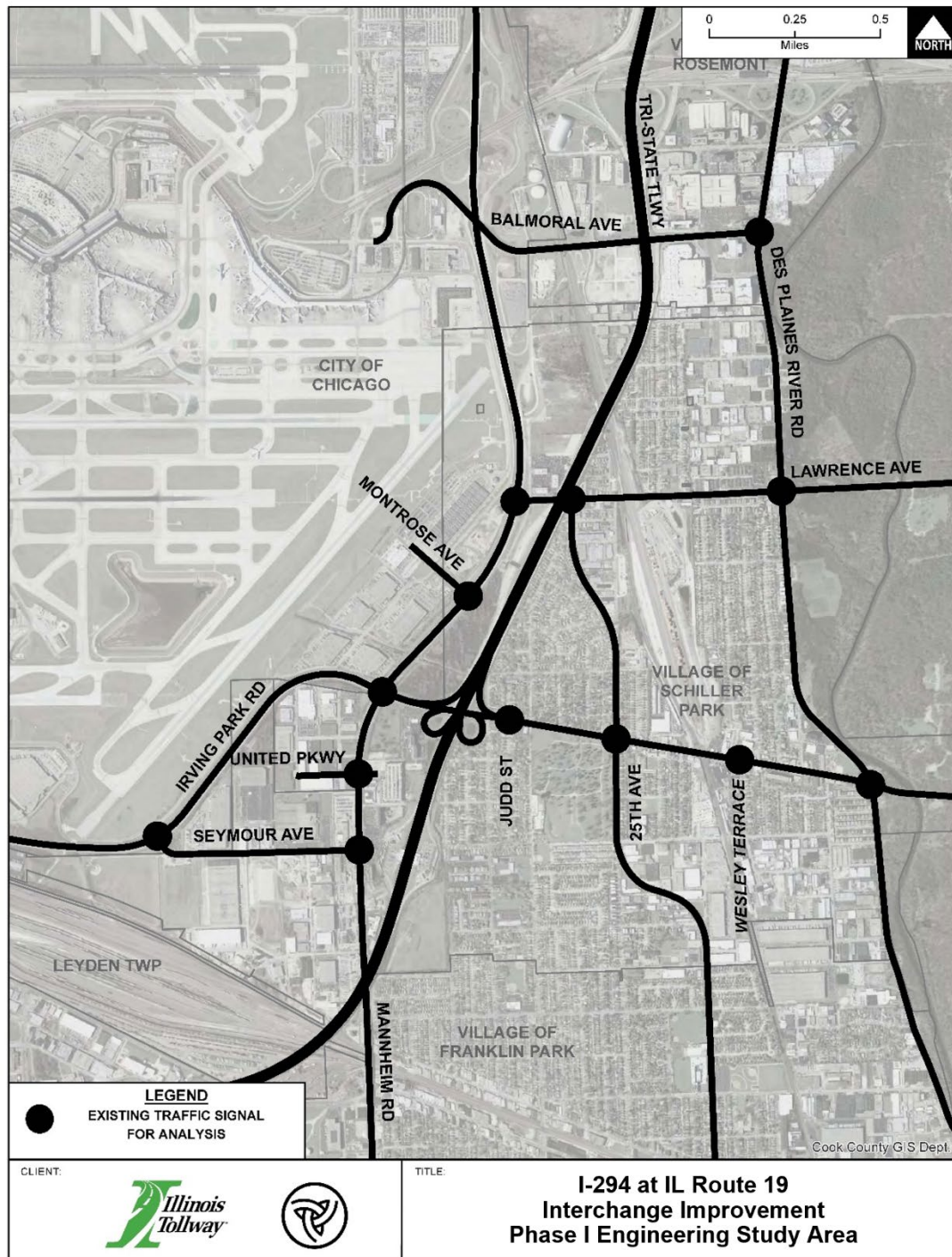
The Illinois Tollway (Tollway), in conjunction with the Illinois Department of Transportation (IDOT), plans to improve access to the Tri-State Tollway (I-294) in the vicinity of Illinois Route 19 (Irving Park Road; IL Route 19) in the Villages of Schiller Park and Franklin Park in Cook County as shown in Figure 1. This project includes completion of Phase I Engineering and Environmental Studies (Phase I Engineering) that will evaluate opportunities for additional access to I-294 to/from the south in the vicinity of IL Route 19, since the existing I-294 at IL Route 19 interchange currently provides I-294 access to/from the north only.

Additional I-294 access at this location has been contemplated in the past, and removal of the O'Hare Oasis Pavilion as part of the recent I-294 improvements prompted discussions between the Tollway and the Village of Schiller Park about the additional I-294 access for nearby industrial, commercial and residential areas.

Phase I Engineering will be completed in accordance with the requirements within IDOT's Bureau of Design and Environment (BDE) Manual and applicable Tollway Design Guidelines. The project team will coordinate with and receive input from local and organizational stakeholders throughout the Phase I Engineering process.

As part of Phase I Engineering, an initial range of alternatives will be evaluated to identify those alternatives that best support the project goals; account for project costs and constructability; and avoid, minimize or mitigate environmental impacts. Alternatives will be evaluated and presented to project stakeholders and the public to gain input as part of an ultimate determination of the preferred alternative.

Phase I Engineering is anticipated to be completed in the fall of 2026.



**Figure 1. Phase I Engineering Study Area**



## **1.2 National Environmental Policy Act (NEPA)**

Phase I Engineering will be completed in coordination with the Federal Highway Administration (FHWA) to ensure compliance with the National Environmental Policy Act (NEPA), since this project is considered a federal action based on the potential use of federal funding with future phases of project development, and the potential requirement for federal regulatory permits. Based on initial project coordination with FHWA, Phase I Engineering is proceeding as a Federal Categorical Exclusion (Federal CE) class of action under NEPA, based on the current expectation that the project would not result in significant environmental impacts. 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.

Phase I Engineering will include a comprehensive evaluation of the natural, built, and human environment to determine the extent of impacts that may arise from construction of the project alternatives considered. Environmental factors such as air quality, wildlife, vegetation, water quality, wetlands, geology, neighborhoods, park/recreation areas, utilities, visual quality, and cultural resources will be assessed. NEPA encourages early and frequent coordination with the public and resource agencies throughout the project development process.

A additional key part of NEPA compliance is to provide opportunities for the public to provide input on the Purpose and Need, the alternatives, and project-related environmental impacts. Public comments that are received during the alternative analysis phase are considered in the draft environmental document.

Section 106 of the National Historic Preservation Act requires Federal agencies to take into account the effects of their undertakings on eligible and/or potentially eligible historic properties and afford the Advisory Council on Historic Preservation a reasonable opportunity to comment on such undertakings. The Section 106 process seeks to accommodate historic preservation concerns with the needs of Federal undertakings through consultation among the agency official and other parties with an interest in the effects of the undertaking on historical properties, which will occur as part of Phase I Engineering. The goal of consultation is to identify historic properties potentially affected by the undertaking, assess its effects and seek ways to avoid, minimize or mitigate any adverse effects on historic properties.

## **2 GOALS AND OBJECTIVES**

The purpose of this SIP is to provide a guide for implementing stakeholder and public involvement for the I-294 at IL Route 19 as part of Phase I Engineering. The SIP will be used as a blueprint for defining methods and tools to educate and engage the public in

the decision-making process for this project. The SIP has been designed to ensure that corridor stakeholders and the general public are provided a number of opportunities to be informed and engaged as the project progresses.

## **2.1 Context Sensitive Solutions (CSS)**

Given the scale of this project, it has been designated as a Context Sensitive Solutions (CSS) project, requiring it to use the principles of CSS per the Illinois Department of Transportation CSS Policy and Procedural Memorandum 48-06. CSS is a collaborative approach that involves all stakeholders to develop a facility that fits into its surroundings and preserve scenic, aesthetic, 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.

The CSS approach will provide stakeholders with the tools and information required 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, in addition to improving 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.

As identified in IDOT's CSS policies, 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 role in the project.
- Address all modes of transportation.
- Set a project schedule.
- Apply flexibility in design to address stakeholder's concerns whenever possible.

## **2.2 Stakeholder Involvement Plan Goals and Objectives**

The goal of the SIP is to actively seek participation of communities, agencies, individual interest groups, and the general public throughout the project development process. The SIP provides the framework for achieving collaboration and communicating the decision-making process between the general public, stakeholders, agencies, and governmental officials to identify transportation solutions for the project.

The SIP:

- Identifies stakeholders.
- Identifies the Community Advisory Group (Appendix A), and member roles and responsibilities.
- Establishes the timing and type of involvement activities for all public engagement.
- Establishes stakeholder requirements for providing timely input to the project development process.

### **2.3 Stakeholder Identification Procedures**

The public involvement program will be conducted in accordance with IDOT CSS guidance with the goal to achieve project outcomes that are compatible with the community context and avoid or minimize impacts to the environment. Those outcomes are arrived at through the exploration and gathering of input by a full range of stakeholders. 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 travel within the I-294 at IL Route 19 project area. Stakeholders for this project may include, but are not limited to, the following:

- Residents
- Business owners adjacent to the study area
- Advocates for community interests
- Special interest groups
- Elected representatives
- Elected and/or designated community officials
- Government and planning agencies
- Transportation system users and organizations
- Chambers of Commerce
- Neighborhood groups
- Utilities/Telecommunications
- Others outside the study area 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, including individuals, businesses, community leaders and organizations with the Villages of Schiller Park and Franklin Park, and Cook County.

The identification of stakeholders will be done through 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 outreach opportunities. These opportunities include but are not limited to a project webpage (accessible through the Tollway website), public meetings, press releases, and the Community Advisory Group (CAG) as discussed in Section 3.2. The project mailing/email list will be updated and maintained for the duration of the project.

## **2.4 Stakeholder Involvement Ground Rules**

Stakeholder involvement will be conducted based on a set of ground rules that forms the basis for the respectful interaction of all parties involved in this process, including meetings of the CAG and individual stakeholder meetings that occur. These ground rules must be agreed upon by the stakeholders and are subject to modification based on stakeholder input, with Tollway and IDOT concurrence. The proposed stakeholder involvement ground rules include the following:

- Input on the project from all participants is valued and duly considered in order to yield the best solution to problems identified in the process. The list of stakeholders is subject to revisions/additions 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 solution.
- All participants in the process shall treat each other with respect and dignity.
- The project must progress at a reasonable pace, based on the established project schedule.
- Final project decisions will be made by the Tollway and IDOT as the involved roadway jurisdictional agencies, in consultation with the FHWA, who collectively comprise the lead Project Study Group as discussed in Section 3.1.

## **3 STAKEHOLDER OUTREACH**

The Tollway and IDOT will lead all communication efforts for the I-294 at IL Route 19 Phase I Engineering Study, including with elected officials, regional agencies, municipalities, key stakeholders, and the public which will be essential to providing insights and guidance throughout the project. Outreach will include a variety of methods, including meetings with the Village of Schiller Park, Village of Franklin Park, Cook County, stakeholders, and the public.

### **3.1 Project Study Group**

The Project Study Group (PSG) is an interdisciplinary technical team comprised of agencies that will guide the overall Phase I Engineering study process, which are listed in Appendix A. For the I-294 at IL Route 19 Phase I Engineering study, the PSG includes the Tollway, IDOT and FHWA, who are the lead agencies for the project and will be responsible for final project decisions. The PSG will meet periodically throughout the Phase I Engineering process to provide technical oversight and expertise in key areas including the Phase I Engineering process and compliance with agency procedures and standards. The PSG has responsibility for ensuring compliance with the SIP, as well as Tollway, IDOT, and FHWA requirements.

Other responsibilities include:

- Expediting the project development process
- Identifying and resolving project development issues
- Promoting partnership with stakeholders to address identified project needs
- Acquire clearance and approval of resource agencies

### **3.2 Community Advisory Group**

The project development process will utilize a Community Advisory Group (CAG) made up of a diverse group of project stakeholders that will serve to facilitate the exchange of information between government entities and the local community. The CAG is intended to include representatives with diverse community interests to assist the PSG in making transportation decisions that benefit the community and the environment. The CAG will provide input at key project milestones throughout the Phase I Engineering process. For the I-294 at IL Route 19 Phase I Engineering study, the CAG may include the following representatives:

- Village of Schiller Park
- Village of Franklin Park
- Pace Suburban Bus
- Chicago Department of Aviation
- Cook County Department of Transportation and Highways
- Local Chamber of Commerce
- Adjacent Commercial/Industrial Property Management Representatives
- Other adjacent property owners and project stakeholders

Overall, a CAG consisting of approximately twelve (12) to fifteen (15) members (not counting the Tollway, IDOT, and the consultant team) is planned with potential CAG members being identified via upfront coordination with the Tollway, IDOT, and the core stakeholders to ensure a broad representation within the project area.

Five separate CAG Meetings are anticipated to be held with the general anticipated content of the CAG meeting as follows:

- CAG Meeting 1 (Summer 2024) – Introduce team, project development process and schedule. Present and review SIP and complete a Content Audit. Present traffic and safety data and analysis. Preview for initial Public Meeting (introduction, purpose & need information, range of alternatives).
- CAG Meeting 2 (Fall 2024) – Present Draft Purpose and Need Statement; present “Issues and Opportunities” exhibits; Discuss Public Meeting #1 results and refine the range of alternatives for development/analysis.
- CAG Meeting 3 (Winter 2024/2025) – Present Preliminary Alternatives and analysis of each. Conduct a workshop to review the screening of the alternatives. Get CAG input on which alternatives best address the Purpose and Need for concept development and evaluation of the finalist alternative.
- CAG Meeting 4 (Spring 2025) – Present the Finalist Alternatives and analysis followed by a discussion about plan elements and details. The outcome of this meeting would be identification of the preferred alternative for development of proposed improvement plans, and preparation for Public Meeting #2.
- CAG Meeting 5 (Summer 2025) – Present the results of Public Meeting #2 and discuss detailed geometric plans for the selected alternative.

### **3.3 Stakeholder Meetings**

Key stakeholders will be identified, including subject matter experts, representatives from the local municipalities, chambers of commerce, local institutions, nearby businesses, and transit agencies, to act as a sounding board and a knowledgeable source of corridor-related information. They will be communicated with throughout the project to advise on project direction, needs, and details. Engaging and soliciting their feedback will help ensure that the analysis and subsequent recommendations correspond to local conditions and solutions.

The project team will connect with stakeholders at key points in the project development process to provide updates and solicit feedback. Stakeholders will be encouraged to promote meetings to their communities and members.

Through initial project coordination meetings with the Village of Schiller Park and the Village of Franklin Park, a list of project stakeholders was sought by the project team, which is included in Appendix A. The list of project stakeholders will be updated throughout the Phase I Study process.

In addition to general stakeholder outreach, two stakeholder meetings will be conducted. One individual meeting will be held with the Village of Schiller Park to gain information and discuss the study with them. Another individual meeting will be held with the Village of Franklin Park to gain information and discuss the study with them.

These meetings will introduce the project, receive input specific to each community, solicit stakeholder recommendations, and request information to comprehensively view existing issues in the study's area. Additional follow-up meetings will occur as needed.

### **3.4 Stakeholder Meeting Materials**

The stakeholder meetings will have materials that describe the study clearly and concisely. These materials will include general information, such as study goals, maps, and timelines. After the meetings, the project team will plan to work with the Tollway and IDOT to ensure all materials are disseminated to the attending stakeholders. These will be the same materials used and displayed at the public meeting, described below in Section 4.

### **3.5 Dispute Resolution**

As the jurisdictional agencies for the involved roadways as part of this project, the Tollway and IDOT are the agencies responsible for the safety and integrity of the proposed improvements being considered. The various project stakeholders, such as the involved municipalities, elected officials, other agencies, special interest groups, property owners and the general public may have differing views and interests. Although conflict resolution is a tool to resolve these differences where practical, the Tollway and IDOT are ultimately responsible and will therefore make the final project decisions.

The Tollway and IDOT are committed to working with all agencies and stakeholders during the Phase I Engineering study process to identify and discuss project related issues early and seek a general understanding on decisions made. However, if an impasse is reached after making good faith efforts to address unresolved concerns, the Tollway and IDOT may proceed to the next stage of the project development without achieving general agreement. In the case of an unresolved dispute with project stakeholders, the Tollway and IDOT will notify stakeholders of their decision and the proposed course of action.

## **4 ADDITIONAL STAKEHOLDER OUTREACH**

As the study area includes multiple communities, an opportunity must be provided for all community members, stakeholders, and impacted property owners to provide input. The project team anticipates engaging with the public through two public meetings as shown in **Figure 2** and a project webpage available through the Tollway website.

The public meetings will be held to provide a project overview, receive input on the initial improvement alternatives, and present the recommended improvements.

#### **4.1 Public Meeting Location**

The project team will look to hold the public meeting in the corridor at a public facility such as a community center, school or library. The location chosen will meet the following criteria: location must be available on the date of presentation; can hold at least 100 people; must be ADA accessible; near public transportation and low cost or free of charge.

#### **4.2 Public Meeting Materials**

Each public meeting will have materials that describe the study clearly and concisely. Two sets of full-size colored exhibits for public viewing will be created alongside a PowerPoint presentation. These materials will include general information, such as study goals, maps, and timelines. After the public meeting, the project team will work with the Tollway and IDOT to ensure all materials are available on the project webpage.

#### **4.3 Public Meeting Announcements**

The project team will coordinate with community groups, Village of Schiller Park, Village of Franklin Park, adjacent organizations, stakeholders, and nearby businesses to promote each public meeting and the study within their organizations, to their broader contacts, and on their social channels. Stakeholders will be notified of the public meeting through email campaigns and announcements. Announcements will be created to highlight meeting topics, invite the general public to attend, and encourage participation at least three weeks before the public meeting. The Tollway and IDOT will approve meeting announcements, potential locations, materials, and format.

Special consideration and outreach will be provided for potentially impacted property owners. For the 2<sup>nd</sup> public meeting, letters of notifying impacted property owners will be sent to inform them of the potential impact, invite them to the meeting to discuss the project with project team staff, and provide an opportunity to comment on the proposed improvements. Project team staff will be available at each public meeting to speak with interested persons and potentially impacted property owners. Additional coordination will continue with these property owners as the project progresses beyond the Phase I Engineering study.

Other special accommodations required, will be utilized if requested in advance. The meeting announcements will provide information to request those accommodations.

#### **4.4 Public Meeting Presentation**

Each public meeting will be conducted in an open house format that allows interested persons to attend within the meeting timeframe as their schedule allows, and to accommodate as many people as possible while still providing the opportunity for one-on-one conversations with project team staff. The meetings are anticipated to include various exhibit boards showing project information and a pre-recorded PowerPoint presentation. Each public meeting is anticipated to be held in the evening, between 4pm-7pm, which allows ample time for attendees to view displays, discuss the project with project team staff, and complete a questionnaire and/or comment form, as applicable. Each public meeting is intended for attendees to provide input in several avenues. As such, there will be several ways that will allow for comment. Written comment cards will be available at the meeting.

Following each public meeting, a three-week comment period will be provided to be part of the official meeting record. The project team aims to draft response letters to each commenter.

The public meeting will follow all applicable Tollway and IDOT guidelines for Public Involvement Programs.

#### **4.5 Project Webpage**

The Tollway will host a project webpage for the I-294 at IL Route 19 Phase I Engineering study that will be accessible via the Tollway website. The project webpage will provide a centralized source of project related information and materials, available to anyone with access to the internet, at any time. IDOT, the Village of Schiller Park and the Village of Franklin Park can also provide links on their individual websites to the Tollway project webpage.

#### **4.6 As Needed Opportunities**

Potential additional communications materials may include, but not be limited to, a dedicated project webpage, community survey, educational newsletters, handouts, newspaper advertisements, and translated materials. The project team will assess the need and potential timing of these materials as needed.

#### **4.7 E-Communication Platform**



E-communications will be vital in communicating with the stakeholders and the public. E-communications will be sent as needed with project updates in coordination with the Tollway and IDOT.

## 4.8 Contact List

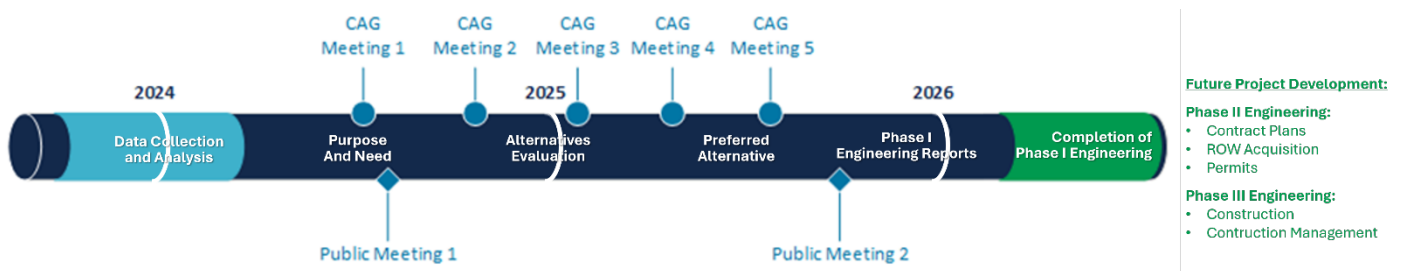
A stakeholder list of individuals and groups will be generated and maintained. In addition, a comprehensive contact list of individuals will be developed to include members of the public who expressed interest in staying updated on the study. This list will be updated throughout the study to reflect meeting attendees and other interested parties. Announcements will be sent to individuals on the contact and stakeholder lists.

## 4.9 Media Outreach

The project team will work with the Tollway and IDOT staff to ensure that information regarding public meetings is appropriately disseminated to news organizations, community papers, and special interest publications. Media monitoring will occur as needed to capture all published/posted information on this project.

# 5 PROJECT DEVELOPMENT SCHEDULE

An illustration of the general project development process, project activities, and anticipated stakeholder involvement activities is provided below in **Figure 2**. Since the SIP is subject to revision and updates, the related project milestones as indicated are also subject to revision.



**Figure 2. Project Development Timeline**

The main elements of the project development framework, which will be the focus of the CAG meetings includes the following:

- Discussion/documentation of study area context and issues/concerns to be evaluated.
- Establish statement of project Purpose and Need.

- Identify reasonable alternatives to be considered and the evaluation criteria.
- Identification of alternatives to be carried forward for detailed evaluation.
- Identification of the preferred alternative.
- Compilation of all required project engineering and environmental documentation for completion of Phase I Engineering.

## **6 PLAN AVAILABILITY, MONITORING AND UPDATES**

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

### **6.1 Availability of the Stakeholder Involvement Plan**

The Tollway and IDOT will make the SIP available to stakeholders for review at the public meetings and on the project webpage. As the project proceeds forward, the Tollway and IDOT will update the SIP on a regular basis to reflect appropriate changes or additions. The Illinois Tollway and IDOT will advise stakeholders of future SIP updates and post updates on the project webpage.

### **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.

Plan updates will be tracked in Appendix A.

## Appendix A

### Project Study Group and Community Advisory Group Representatives

**Table 1. Project Study Group**

Agency Name	Title	Representing
Jill Ziegler	Senior Project Manager	Illinois Tollway
Adam Lintner	Geometrics Engineer	Illinois Tollway
Reed Panther	Transportation Planner	Illinois Tollway
Tania Muller	Project Engineer	Illinois Department of Transportation
Sagar Sonar	Project Engineer	Illinois Department of Transportation
Lori Brown	Project Manager	Illinois Department of Transportation
<i>TBD</i>		Federal Highway Administration
<i>TBD</i>		Federal Highway Administration
Mike Matkovic	Project Director	Christopher B. Burke Engineering, Ltd.
Melissa McGhee	Senior Project Manager	Christopher B. Burke Engineering, Ltd.
Jarrold Cebulski	Project Director	Patrick Engineering
Mike Dumas	Senior Project Manager	Patrick Engineering

**Table 2. Community Advisory Group**

Name	Title	Representing
Nick Caiafa	Mayor	Village of Schiller Park
Brett Kryska	Village Manager	Village of Schiller Park
Russell Klug	Trustee	Village of Schiller Park
Dafne Henriquez	Assistant Village Engineer	Village of Franklin Park
Nick Weber	Deputy Utilities Commissioner	Village of Franklin Park
Katie Bell	Project Studies Manager	Cook County Department of Transportation and Highways
John Carlisle	Rapid Transit Program Supervisor	Pace Suburban Bus (primary)
Charlotte Obodzinski	Priority Project Manager	Pace Suburban Bus (alternate)
Hillary Gerber	Development Director	Prologis, Inc.

Rocco Biscaglio	Supervisor	Leyden Township
Bart Smith	Board of Directors	Grand Chamber by O'Hare
<i>TBD</i>		<i>Franklin Park Business Park</i>
<i>TBD</i>		<i>Franklin Park Business Park</i>

**Table 3. Stakeholder Involvement Plan Revision History**

Version	Date	Document Name
1	July, 2024	Stakeholder Involvement Plan

## **Appendix B - Glossary and Acronyms**

### **Alternative**

An alternative includes various improvements designed to address transportation deficiencies in the project area.

### **Context Sensitive Solutions (CSS)**

An interdisciplinary approach that seeks effective, multimodal transportation solutions by working with stakeholders to develop, build and maintain cost-effective transportation facilities which fit into and reflect the project's scenic, economic, historic, and natural surroundings.

### **Community Advisory Group (CAG)**

The CAG provides input on various study elements including the definition of project issues and concerns, and developing evaluation of the potential alternatives. The CAG consists of community leaders from the study area, and stakeholders with expertise or technical interest in environmental, land use, transportation, and economic development that are affected by the study, as well as other representative stakeholders.

### **Federal Highway Administration (FHWA)**

Division of the U.S. Department of Transportation that funds highway planning and programs.

### **Illinois Department of Transportation (IDOT)**

The Illinois Department of Transportation has responsibility for planning, construction, and maintenance of Illinois' extensive transportation network. This network encompasses highways, bridges, airports, public transit, and rail freight and rail passenger systems.

### **Illinois State Toll Highway Authority**

The Illinois Tollway roadway system serves 12 counties in Northern Illinois and includes five toll roads: the Tri-State Tollway (I-294), the Reagan Memorial Tollway (I-88), the Jane Addams Memorial Tollway (I-90), the Veterans Memorial Tollway (I-355) and the Illinois Route 390 Tollway.

### **National Environmental Policy Act (NEPA)**

NEPA guides federally funded projects and projects that require a federal permit to lessen potential damages to the environment. The NEPA process requires federal agencies to integrate environmental values into their decision-making process. Environmental factors such as air quality, wildlife, vegetation, water quality, wetlands, geology, neighborhoods, park/recreation areas, utilities, visual quality, 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 during the alternative analysis phase are considered in the draft environmental document. Following NEPA guidelines, a document called an Environmental Assessment will be prepared.

**Purpose and Need**

The Purpose and Need incorporates detailed technical analysis and public involvement findings to date to define the purpose of the project and the need for the improvements.

**Stakeholder Involvement Plan (SIP)**

The SIP is a blueprint for defining methods and tools to educate and engage all stakeholders in the decision-making process between the general public, public agencies, and governmental officials to identify transportation solutions for the project.