



Public Information Task Force

Meeting Minutes

March 23, 2006

1:00 – 2:30 pm

Lake County Division of Transportation

600 W. Winchester Road

Libertyville, Illinois 60048

1.0 Roll Call

√ Fliehman, Debbie – Chair (Creative Technical Resources)

√ Giertych, Al — Lake County DOT

√ Lyday, John — County of Lake

E Motley, David — City of Waukegan

√ Vancil, Susan — Lake County Stormwater Management Commission

√ Zingle, Susan — Public Member

Public: Bob Howden, Northbrook Sports Club; Jim Newton, News Sun; Mick Zawislak, Daily Herald

Staff: David Young, LCP; Russell Medley, LCP

2.0 Public Comment

Chairman Fliehman noted that the Public Comment section of the meeting agenda was moved to the first part of the meeting. There was no public comment.

3.0 3-2-06 Meeting Minutes Approval

Motion: To approve minutes from the 3-2-06 meeting with the corrections suggested by the task force.

Motion By: Al Giertych

Seconded By: John Lyday

Discussion: None

Motion Passed: Unanimous

4.0 Review Taskforce Purpose and Tasks

4.1 Purpose: To ensure the public has access to the facts about the CPC, its activities, and its progress. In addition, this group will establish a process to collect input from the corridor's mayors, county board members, businesses, property owners, area residents, and road users on the alignment, character of the road and land use. We will make sure there is a mechanism in place to ensure the anonymity and uniqueness of the survey respondent.

4.2 Joint task force meeting report –

Staff reported that the Joint Task Force meeting was scheduled for May 4, 2006 at the University Center of Lake County, Grayslake. The meeting will focus on bringing together all four task forces and planners, engineers, village managers from the Route 120 corridor who may not be serving on a task force. The meeting will allow for the task forces to begin finalizing maps, develop the final challenges/opportunities report, and understand the development patterns that will be included in the information turned over to the Project Consultants once selected.

Staff presented a proposed Rte. 120 Project Schedule that lists important dates through September 2006. The schedule has been updated through May.

4.3 Geographic meeting report –

The Geographic meeting or public information meeting will be held on May 23, site to be determined. Instead of four public hearings held at various locations along the Route 120 Corridor, we are proposing a single public meeting to get all information to the public at one time. Al Giertych suggested that Lake DOT could assist in setting up the meeting because they've had experience with setting up public meetings. Sue Zingle suggested that the public information meeting include a more formal presentation component in addition to the open house format that had been suggested. This would allow everyone to hear all of the information and testimony. An agenda has not been developed, so all suggestions for the meeting format are welcome. The goal of the public information meeting is to get public comment on the materials and information that will be presented.

4.4 Review list of mayors –

Staff will forward list of mayors to Chairman Fliehman.

4.5 Review revised mayor letter –

Chairman Fliehman noted that the mayor letter, the request for information, and the Route 120 CPC brief were handed out to the Steering Council for review.

Comments from the task force regarding these documents included a suggestion that a request for "key contacts" be included under #6 of the request for information document. These contacts would include planners, engineers, or village managers.

It was also suggested that a question regarding deadlines be added to #9.

4.6 Public appearances schedule report –

Staff reported that developing a public appearances schedule would be impractical until the Public Information Task Force had completed its Rte. 120 CPC promotional power point presentation. The Task Force felt that any presentations should focus on naturally occurring events and that we should not create events in order to present Route 120 information.

The goal is to set up an information library. From that library, we could send out lists of information pieces that are available or alternatively we could send out all information as it comes available.

4.7 Other task force activities review –

No items

4.8 Press Release Review –

No items

4.9 Review Website Options and Select –

Chairman Fliehman presented 3 site map options for the CPC's website. The first was the originally proposed site map. The other two were labeled Option #1 and Option #2.

The homepage would include the CPC organizational goals and an events calendar.

The Task Force felt that Option #1 was overly technical for a lay audience and felt that Option #2 would be an easier site map to follow. The Task Force agreed that Option #2 was site map to use. Staff was instructed to forward the Option #2 site map to the website designer for cost estimates.

4.10 Media Event Report -

John Lyday reported that he and David Motley have not had a chance to meet about this, but noted that there was already strong interest by the local press in the Rte. 120 CPC so a locally focused media event would probably be a waste of time. If more regional coverage was needed, then a media event would be necessary.

Since media will be invited to all Rte 120 CPC events the potential for media coverage would be ongoing. The Task Force recognized that there would not be a need for a designated "Media Event".

4.11 Powerpoint Presentation status –

Chairman Flieman noted that she had been provided a draft powerpoint presentation by Mayor Bill Gentes of Round Lake. Chairman Flieman added the CPC logo but noted that it needed further refinements.

Sue Zingle noted that it was important for everyone presenting information regarding the Route 120 CPC stay on message.

4.12 Review survey draft -

No items.

4.13.CPC identity review -

Chairman Flieman directed the Task Force to review the new Rte. 120 CPC logo.

Motion: Accept all reports with specified changes.

Motion By: John Lyday

Seconded By: Al Giertych

Discussion: None

Motion Passed: Unanimous

5.0 Meeting Schedule Reminder

Staff noted that the next Public Information Task Force meeting is scheduled for 1 pm, April 13, 2006 at Lake DOT, 600 W. Winchester Rd., Libertyville, Illinois.

6.0 Adjourn: Meeting adjourned at 3 pm