

# MEETING MINUTES

## WILLOW ROAD STEERING COMMITTEE MEETING

September 4, 2007

Attached are meeting minutes from the Steering Committee Team Meeting for the Willow Road Context-Sensitive Enhancement Plan held August 30, 2007 at the Village Hall in Northfield. These minutes represent our understanding and interpretation of the issues discussed at that meeting regarding the project.

<b>Steering Committee Members</b>	<b><u>Absent</u></b>	<b><u>Present</u></b>
Ken Behles, Village of Winnetka		<u>X</u>
John Birkinbine, Village of Northfield	<u>X</u>	
Peter Fischer, Village of Northfield		<u>X</u>
Fred Gougler, Village of Northfield		<u>X</u>
Becky Hurley, Village of Winnetka		<u>X</u>
Mark Kurensky, Village of Winnetka		<u>X</u>
Ian Sherman, Village of Winnetka		<u>X</u>
Scott Turban, Village of Northfield		<u>X</u>
<b>Alternates</b>		
Carol Kurtz, Village of Winnetka	<u>X</u>	
<b>Staff Liaisons</b>		
Stacy Sigman, Village of Northfield		<u>X</u>
Steve Saunders, Village of Winnetka		<u>X</u>
Doug Williams, Village of Winnetka		<u>X</u>
<b>Consultants</b>		
Scott Freres, The Lakota Group		<u>X</u>
Daniel Grove, The Lakota Group		<u>X</u>
Kevin Clark, The Lakota Group	<u>X</u>	
Mike Kerr, Christopher Burke Engineering		<u>X</u>

### **OVERVIEW OF JULY/AUGUST WORK**

- A list was handed out of all stakeholders that were contacted, which responded, and which were interviewed.
- Lakota indicated that after the Labor Day weekend, they would make a second attempt to contact all stakeholders who did not respond to the first attempt.
- It was suggested that Lakota reach out to Winnetka residents Dick Kates and Jeffery Liss, who both spoke at a recent Winnetka Board of Trustees meeting.
- Lakota asked that if there were any other suggestions, that they be forwarded to them by e-mail.
- A summary memo of the stakeholders' comments was distributed and reviewed by the Committee.

- Lakota discussed their progress completing fieldwork and base mapping.
- Lakota also discussed that they were compiling photos for the Visual Preference Survey. Several Committee members suggested that there were a mix of regional and national examples.

### **WORKSHOP STRUCTURE FOR SEPTEMBER 19, 2007**

- Lakota gave an overview of the proposed format for the workshop, which included:
  - An introduction by Becky Hurley
  - An overview of the process
  - An overview of the Core Design Principles
  - A summary of stakeholder comments
  - Existing conditions analysis
  - A Visual Preference Survey showing a range of road characters/amenities./treatments
  - Break-out to tables to discuss
  - Report back of the tables to the larger group
- It was suggested that specific questions be generated for the breakout session to organize and structure the conversation.
- Concerns were raised for the fact that capacity and lanes are never mentioned, and that may cause audience members to raise those issues and change the direction of the first workshop. The Committee discussed how to include these issues in the presentation. It was agreed that they should be mentioned, but that they would be a larger part of later workshops/meetings.
- The format of the Visual Preference Survey was discussed, and a sample ballot was distributed to the Committee for reference.

### **NEW ITEMS/COMMITTEE DISCUSSION**

- The Committee discussed whether or not they should meet prior to the workshop. It was agreed that they should meet to review a draft PowerPoint presentation and Visual Preference Survey. Friday September 14, 2007 at 7:30am at Northfield Village Hall was set for this review meeting.