

# MEETING MINUTES

## WILLOW ROAD STEERING COMMITTEE MEETING (Meeting #8)

December 5, 2007

Attached are meeting minutes from the Steering Committee Team Meeting for the Willow Road Context-Sensitive Enhancement Plan held November 26, 2007 at the Village Hall in Northfield.

<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>		
Carolyn 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>
<b>Additional Participants</b>		
Ervin Hobson, Resident, Village of Northfield	_____	<u>    X    </u>

### **REVIEW AND APPROVAL OF MEETING MINUTES**

- Lakota distributed meeting minutes for Steering Committee meeting #7. John Birkinbine motioned to adopt, Mark Kurensky seconded the motion. Vote was taken and motion passed.

### **REVIEW OF DRAFT POWERPOINT**

- Lakota presented the draft PowerPoint for Workshop #3 to the Committee.

- Committee unsure of the “Somewhere in the Middle” slide. Scott Turban indicated concern that it implied a three-lane or greater solution.
  - Doug Williams suggested that the title be changed, and that “middle” be replaced.
  - Committee agreed the slide should remain, but the title should be changed.
- John Birkinbine suggested that the presentation should drive home the fact that all of the options fit within the 100’ right-of-way.
- Fred Gougler expressed concern for the audience’s ability to view the images in a larger room.
- Scott Turban suggested that we emphasize at the Workshop that the audience can mix and match lane configurations.
- John Birkinbine expressed concern that the presentation did not show the whole range of cross-section options for the whole Corridor and that it started to make recommendations.
- Ken Behles indicated that the presentation might be too long if three to five cross-sections are presented for each of the five character zones. He suggested that to address the length as well as other concerns that a set of prototype cross-sections be presented once.
  - The Committee supported this idea.
  - Mark Kurensky suggested that the prototype cross-sections focus on the lanes only, and remove other design details and decorative enhancements.
  - Becky Hurley suggested following the prototypes with a discussion of existing conditions and specific issues in each of the different zones, so that the participants can make informed decisions.
  - The Committee discussed what the prototype cross-sections would be. With input from Mike Kerr and Lakota, the Committee selected the following five:
    - Two lanes
    - Two lanes with median
    - Three lanes, including a striped center lane
    - Four lanes
    - Four lanes with median
  - Additionally, it was suggested that the pros and cons of each configuration be discussed from an engineering perspective.
- Some Committee members suggested that when the Evaluation Matrix is presented, it should be acknowledged that it is based on engineering experience and not on specific Willow Road data.
- After some discussion of the Evaluation Matrix, it was suggested that it should be made clear that the Matrix ratings are in relation to the existing conditions.
- The Committee agreed that the description in the matrix of “Left Turn Phase” was unclear and should be changed.
- Stacy Sigman suggested that on the matrix should specify that narrower lanes meant 11’ lanes.
- The Committee discussed the amount of information being presented and agreed that it was too much, but that the public would probably naturally gravitate towards discussing the lanes.

- Doug Williams asked that it be indicated that the alternate access solutions for Bracken Lane and Robin Hood Lane would require acquiring easements or private land, and might require condemnation.
- Lakota indicated that they would produce two table copies for the break-out discussion. One would focus on the character zones and prototypical cross-sections. The second would identify all the site specific solutions.
- Becky Hurley and John Birkinbine suggested acknowledging the 1999 engineering plan in the PowerPoint so that participants had reference as to what the outcome of the previous study was.
- The Committee asked that on the “Break-out Session” slide, “Select a preferred cross-section” be replaced with “Discuss a preferred cross-section”.
- The Committee discussed the need for the Engineering perspective to play a larger role in this workshop.
  - It was agreed that Mike Kerr would present the pros and cons of the lane configurations.
  - Doug Williams indicated that he would ask Steve Saunders to be available for the Workshop to answer questions.
  - The Committee asked if Mike Kerr could bring additional engineers from his office to float amongst the tables and answer questions.
- Doug Williams indicated that the layout of the rooms at North Shore Country Day School was more challenging for the Workshop than North Shore Senior Center and suggested he, Daniel Grove, and Stacy Sigman coordinate to make sure the Workshop goes smoothly.

### **NEXT STEPS**

- Lakota discussed that the next steps, indicating that their plan was to create a draft of the preferred plan or plans based on input from the Workshop.
- The Committee indicated that their preference was to synthesize all of the input received and at the next Steering Committee meeting, discuss and direct Lakota to prepare a plan or plans.
- Scott Turban indicated that the Workshop input did not form the consensus, that the Committee should take into account other factors and input when deciding on a preferred plan.
- Based on that plan, the Committee discussed meeting shortly after the Workshop, and Stacy Sigman indicated she would have Linda Gittel poll the Committee on potential meeting dates within the one to two weeks following the Workshop.
- The Committee discussed that the goal was to prepare a plan or plans, and summary report that would be presented to the two Village Boards/Councils. Stacy Sigman indicated that the next Northfield Village Board would be January 15<sup>th</sup>.

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

- No new items.

## **PUBLIC COMMENT**

- Ervin Hobson indicated concern that, like previous Workshops, individuals would want to ask questions or make comments during the main presentation, and that would make the presentation run long. Daniel Grove recognized that may happen, but that the goal was still to organize the feedback to the Break-out Session and that participants would be asked to keep their comments until then.

These minutes represent our understanding and interpretation of the issues discussed at that meeting regarding the project. Please forward any additional comments or clarifications to Lakota.