

# MEETING MINUTES

## WILLOW ROAD STEERING COMMITTEE MEETING (Meeting #6)

October 30, 2007

Attached are meeting minutes from the Steering Committee Team Meeting for the Willow Road Context-Sensitive Enhancement Plan held October 15, 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>	_____

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

- Lakota distributed revised meeting minutes for Steering Committee meetings #1-4. Ken Behles motioned to adopt, John Birkinbine seconded the motion, vote was taken and motion passed
- Lakota distributed meeting minutes for Steering Committee meeting #5. John Birkinbine motioned to adopt, Ken Behles seconded the motion, vote was taken and motion passed.
- Becky Hurley raised the issue of how responses to e-mails should be handled. All e-mails received should be automatically routed to all the Committee members. It was discussed who should be responsible for responding to them. It was decided that the Village staffs will respond to the e-mails, and they will coordinate with Becky Hurley and Lakota on an answer when necessary.

## **REVIEW OF DRAFT POWERPOINT FOR WORKSHOP #2**

- The draft PowerPoint for Workshop #2 was presented.
- Concerns were raised about the “Traditional Road Design” slide and how to present this information. While it was agreed that the distinction between Traditional Road Design and Context Sensitive Solutions should be made, it should not be overly generalized or critical of Traditional Road Design. It was suggested to use quotes or comments from IDOT’s web-site to help make the distinction.
- The Committee discussed whether “Draft” should be taken off of the Core Principles slide. It was decided that they should remain “Draft” and be finalized and approved at the next Steering Committee meeting.
- It was recommended that the “Corridor Enhancement Concepts” slides should be retitled “Corridor Enhancement Solutions”
- Committee members felt that some of the details in the images were hard to see, and suggested that drop-in labels be used to call-out specific solutions and details.
- There was a concern that most of the images showed curb and gutter, and that some residents may react poorly to that detail.
- It was indicated that the land at the northwest corner of Willow Road and Central was controlled by ComEd and they only allowed the Village of Northfield limited space for Village identity and landscape. This related to the “Main Street” concepts shown, including connections to the proposed Skokie Valley Trail.
- Committee members discussed how some of the images and plans implied lane configurations. The presentation should build towards that discussion of lane configuration for the Workshop #3.

## **NEW ITEMS/COMMITTEE DISCUSSION**

- Scott Freres raised the location of the Workshop #3 for discussion. He asked the Committee if there were any concerns having the “Lanes” discussion in Winnetka, considering that lanes may be seen as more of a Northfield issue. The Committee felt that it was good to keep it in Winnetka to spread out the locations of the workshops between the two communities.
- Becky Hurley asked if the Committee wanted to plan on having two meetings before the next workshop. The Committee agreed that it would be worthwhile, to provide enough time to discuss and prepare for the workshop. Becky indicated that she would have Northfield staff circulate dates for these two meetings.
- Becky Hurley suggested another press release piece be produced and published in either a local paper or community newsletter prior to Workshop #3.