



Agenda
Village of Arlington Heights
Bicycle and Pedestrian Advisory Commission
Hanson Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
March 19, 2015
7:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of February 4, 2015
- B. Minutes of February 26, 2015

IV. REPORTS

- A. Chairman's Report

V. OLD BUSINESS

- A. Motion to approve amended Article 5 Section 18-504 d of the Arlington Heights Municipal Code
- B. Review of meeting with Chicago Metropolitan Agency for Planning (CMAP) for the Existing Conditions Report of the Bicycle-Pedestrian Plan
- C. TS 101 Flyer and Publicity
- D. Bike Arlington Heights 2015

VI. NEW BUSINESS

- A. Review of Visioning Meeting held on March 12, 2015
- B. Opportunities to Improve Cycling in Connection with Planned Bus Rapid Transit
- C. Snow Removal on Sidewalks

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Minutes of February 4, 2015

Department: Engineering

ATTACHMENTS:

Description	Type
minutes 2/4/15 revised	Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Wednesday, February 4, 2015 in the Hanson Room at Village Hall***

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Paul Danko
Juergen Juffa
James K. Daley
Michael Walczak
Ruth Kee
Alan Medsker (arrived 7:20 PM)

MEMBERS ABSENT:

STAFF PRESENT:

Jim Massarelli, Director of Engineering, VAH
Briget Schwab, Engineering Liaison, VAH

OTHERS PRESENT:

Trevor Dick, CMAP
John O'Neal, CMAP

RESIDENTS IN ATTENDANCE:

CALL TO ORDER:

A quorum being present, P. Szabo called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES:

J. Juffa moved to approve the Minutes of the Bicycle and Pedestrian Advisory Commission Meeting December 15, 2014. P. Danko seconded the motion and it carried unanimously.

CHAIRMAN'S REPORT:

- Existing Condition Report (ECR) for the bike plan will be mailed out approximately one week after this meeting, but would like the opportunity to meet with the BPAC members at another meeting or individually to go over comments before submitting. P. Szabo stated that he has already had the opportunity to meet with J. Juffa.

OLD BUSINESS:

- T. Dick from CMAP introduced the process of the Bicycle and Pedestrian Plan for the new BPAC members. T. Dick then reviewed the various chapters of the Existing Conditions Report and welcomed comments and discussion during this meeting, but requested a compilation of comments from BPAC to be submitted to CMAP through P. Szabo.
 - Chapter 1-Introduction:
 - Page 10 – third paragraph P. Szabo would like bicyclists included along with pedestrians.

- J. Juffa would like to stress the difficulty that I-90 imposes when trying to access Elk Grove and Busse Woods using Arlington Heights Road.
- J. Juffa stated Section 1.2 needs to include connecting to schools as well.
- J. Massarelli explained that the tollway has changed their intentions and is now planning to reconstruct the I-90 bridge at Arlington Heights Road. However, there are still not any plans to include bicycle and pedestrian accommodations, but he is still hoping to work with the tollway to accommodate this request. J. Massarelli explained adding the reconstruction of the bridge at Arlington Heights Road was just recently added and was included because additional capacity was required for truck loads. J. Massarelli further explained there was not the traditional planning time involved with this change and the Village of Arlington was not notified. Additionally, he explained that the Wilke Road and Golf Road reconstruction was completed by Rolling Meadows under a State contract. J. Massarelli offered that if there were specific concerns or requests such as signal timing or pedestrian head locations, the Village would be happy to speak to Rolling Meadows.
- Chapter 2 – Previous Plans, Studies, and Reports:
 - P. Szabo discussed the Hickory-Kensington Plan and noted that the planning document didn't mention cyclist facilities with the exception of decorative bike racks. P. Szabo questioned whether the Village has really changed its Planning vision to incorporate Complete Streets. J. Juffa wants to make sure that when the Kensington Road and Northwest Highway geometrics are reviewed as stated in the Hickory Kensington Plan that bikes are not forgotten.
 - J. Massarelli stated that the Village already was incorporating the ideas of the Complete Streets Policy before it was adopted, and adopting the policy didn't change anything but additionally reinforced what was already taking place at the Village.
 - M. Walczak requested more back-up information on the Village Bikeways map on how it was developed and that it is updated annually be included in the report.
 - M. Walczak stated the I-90 rebuild will be leaving room for the future STAR line, and PACE bus is starting up express bus service and Arlington Heights Road is a future stop.
- Chapter 3 – Community Outreach Summary:
 - A. Medsker stated that J. Daley needed to be added to the list for Steering Committee.
 - M. Walczak stated Figure 3.1 was off center and various photos throughout have poor resolution.
- Chapter 4 – Community Context and Travel Behavior:
 - P. Danko asked about the possibility of comparing the data from comparable suburbs as opposed to Cook County and the Region as whole since that includes the City of Chicago. P. Danko would like to compare data that does not include the City of Chicago. J. O'Neal stated that is possible and if there is specific data P. Danko would like compared, CMAP would be able to do so.
 - P. Szabo requested that in section 4.3 the emphasis be shifted from the focus of reduced poverty and improving education, to focusing more on

changing the environment and encouraging a healthier lifestyle since Arlington Heights was pointed out as being affluent and educated, earlier in the document. Also, P. Szabo wanted to know if specific Arlington Heights obesity rates were available. J. O'Neal and M. Walczak both indicated this was only available at the County level.

- J. Juffa requested that on page 56 to highlight that 37% live and work in the Village or one of its immediate neighbors which makes a good starting point for the Bicycle Plan.
- M. Walczak noted that Deer Grove Forest Preserve was not consistently noted on the maps throughout the document. Additionally, Figure 4.6 should include total census tract and should reword the title of the map because originally M. Walczak thought it was specifically talking about employees that worked for the Village.
- P. Danko noted that Figure 4.6 was showing DuPage County and should be changed to Lake County.
- Chapter 5 – Transportation Infrastructure:
 - T. Dick and J. O'Neal praised the Village on the maps and data available to CMAP which is something the Village should be proud of. T. Dick also commented how well planned the current bike route system was and even though there are some obstacles to overcome, there is a great foundation.
 - J. O'Neal also praised the Village on its excellent snow removal of the downtown and how easy it was to navigate when he got off the train.
 - A. Medsker inquired if there is an application that is specifically used for cycling purposes to report potholes or find bike racks. A. Medsker referenced an application he used to report a pothole along a bike path in Schaumburg that worked well. J. O'Neal and T. Dick said they would look into and see if other municipalities are using this type of technology.
 - P. Danko asked for clarification of the Boarding Counts in Table 5.3 and if they are per day, per thousand, etc. T. Dick stated it was per weekday and that he would make sure it was included in the final copy.
 - J. Juffa stated under Section 5.1 there should be another mention that major arterials make pedestrian and cycling access to schools difficult. Additionally, discuss further that Elk Grove and Schaumburg are both difficult to access from Arlington Heights because of the major arterials intersections, and I-90.
 - J. Juffa stated that Section 5.4 should include that Wilke Road is also a problem at the Wilke Road and Northwest Highway intersection, and that the Rolling Meadows sidepath along Euclid Avenue is inaccessible by bike from the south and the east.
 - J. Juffa would like to talk about the potential for PACE services to Schaumburg and CTA transit as that is an important connection.
 - J. Juffa would like Section 5.3 on page 83 discussing the connection to Mount Prospect at Kensington Road and at Gregory refined because he does not think this wording accurately describes the connection and does not think either connection is safe or recommended. J. O'Neal stated this language was in there to show these locations were important and should be further explored and will rework the language to make this clear. J. Massarelli added that a month and half ago the Village of Arlington Heights, Arlington Heights Park District, Village of Mount Prospect, Mount Prospect Park District held a meeting and there was talk about

bringing in the school districts to help fund an overpass for Northwest Highway at the Arlington Heights and Mount Prospect border, but the project is in the planning stages and funding is still being explored. B. Schwab added that the Village had applied for CMAQ funds a few years ago to connect with the proposed Mount Prospect bike path along Kensington, but the Village was not awarded the funding.

- J. Juffa brought up that Busse Woods is an important connector, but it is illegal to bike in Busse Woods at night.
- J. Massarelli commented that about 20 years ago the Village did have a gap fill program that filled in areas of missing sidewalk throughout the Village where residents paid fifty percent and the Village paid fifty percent. However, there were so many residents that were against the program the Village Board decided to end the program. The three main subdivisions in the Village that do not have sidewalk are Scarsdale, Stonegate, and Sherwood. J. Massarelli is unsure why the industrial areas do not have sidewalks. J. O'Neal stated that overall the Village has really great sidewalk coverage.
- J. Juffa stated that in Section 5.1 it should be noted some Collector roads should be reconsidered as bike routes. Specifically, Dryden Avenue and temporarily on Ridge during drop off time at Wayside.
- M. Walczak requested that on Pedestrian Amenities Figure 5.3 that the high schools and other amenities within one mile or half mile be included. Additionally, under transit section include Transit Supportive Guidelines that were developed by PACE that discuss opportunities for new developments.
- Chapter 6 – Planned and Programmed Roadway Improvements:
 - J. Juffa would like to add information on which Capital Improvement projects would improve cycling and walking. J. Massarelli stated that on Wilke Road and Northwest Highway project pedestrian crossing was one of the main focus areas, but with the limited right-of-way and Union Pacific restrictions, there wasn't room to extend the bike lane. The former Mayor met with residents approximately five years ago to improve the crossing on all four legs of the Wilke Road and Northwest Highway crossing which was the start of the project. B. Schwab further explained that Table 6.2 provided more details about some of the upcoming bicycle and pedestrian projects in Arlington Heights. However, the Sidewalk Program funding was not included in Table 6.2 and for FY 2015-2016 this money was going to be directed at the downtown to improve sidewalks and accessibility. J. Massarelli explained that the Central Road and Arthur Avenue project was initiated by resident request and is adding a pedestrian actuated signal at this location which is a joint project with Mount Prospect. B. Schwab explained that the reconstruction and resurfacing program also looks at necessary improvements for pedestrian and cycling accessibility.
- Chapter 7 – Looking Forward:
 - A. Medsker stated that Davis Street was misspelled on page 118.
- J. O'Neal recapped that Arlington Heights has already made a commitment to pedestrian and cycling and the next step is to understand and overcome the

obstacles. J. O'Neal stated the while J. Juffa pointed out that Dryden Avenue has changed and children and seniors may not feel as safe riding on that route, Dryden Avenue is still an important connection in Arlington Heights, so doing away with it would not be recommended. However, coming up with a parallel route with key connection points would be recommended and focusing on making the connection points as safe as possible. Additionally, J. O'Neal discussed that doing progressive and aggressive pedestrian improvements such as wider cross walks and pedestrian countdown signals will also help cyclists. J. O'Neal also discussed Leading Pedestrian Interval (LPI) which is a signal timing that allows pedestrians to start walking before turning movements begin, so pedestrians are visible to motorists.

- P. Szabo inquired what the lifespan of the Bike Plan is. T. Dick stated that the lifespan of the Bike Planning document itself is 10-15 years. The Implementation portion will depend on budgeting.
- P. Szabo asked if there was a forecast how many would attend the visioning workshop. T. Dick stated that on average the turnout has been 60-80 people.
- T. Dick has requested the consolidated comments to be returned by the end of next week, but at a minimum to have it completed by mid-March before the visioning workshop.
- T. Dick passed out a flyer on a proposed BPAC vision statement. T. Dick will present this idea at the visioning workshop and would like the BPAC to think about and discuss at a future meeting.
- P. Szabo recommended moving the remaining agenda items to the next meeting.
- The next meeting is tentatively scheduled for March 19, 2015 at 7:30 PM in the Hanson Room.

ADJOURNMENT:

- **M. Walczak moved to adjourn the meeting. J Juffa seconded the motion and the meeting adjourned at 9:12 PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date



Item: Minutes of February 26, 2015

Department: Engineering

ATTACHMENTS:

Description	Type
minutes 2/26/15 revised	Minutes

*Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Wednesday, February 26, 2015 in the Hanson Room at Village Hall*

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Paul Danko
Juergen Juffa
James K. Daley
Michael Walczak
Ruth Kee
Alan Medsker

MEMBERS ABSENT:

STAFF PRESENT:

Briget Schwab, Engineering Liaison, VAH

OTHERS PRESENT:

Michael Bagby, Arlington Heights Resident, Owner of the Wellness Group

RESIDENTS IN ATTENDANCE:

CALL TO ORDER:

A quorum being present, P. Szabo called the meeting to order at 7:35 p.m.

APPROVAL OF MINUTES:

Minutes from the February 4, 2015 meeting will be available for review and approval at the next next BPAC meeting.

CHAIRMAN'S REPORT:

- Comments for the Existing Condition Report (ECR) on behalf of the BPAC were e-mailed to the entire BPAC yesterday, 2/25/15. P. Szabo stated that John O'Neal of Chicago Metropolitan Agency for Planning (CMAP) said he would be available to meet to review the BPAC comments, if desired. P. Szabo acknowledged that there were a lot of comments and requests for additional and expanded information and P. Szabo would be discussing with CMAP whether the additional requested information is necessary. J. Juffa stated that the BPAC should come to a consensus on which items are most important to the commission and have ranking to indicate to CMAP which areas should be focused on. P. Szabo indicated that he did receive J. Juffa's list of about twenty-five items which J. Juffa ranked in three tiers. First tier being things J. Juffa felt should be included, or the report was not complete and tier three being items that could use additional explanation. P. Szabo said he would like to discuss the changes under Old Business and come to a group consensus.

OLD BUSINESS:

- Review of Tier 1 Comments provided by J. Juffa and P. Szabo for the ECR:
 - Chapter 1, page 5 Expand on the introduction paragraph and proposed new wording.
 - Chapter 1, page 10- Requested additional history regarding the BPAC, Lake Arlington Bike Path, the Bike Lane, the first annual bike ride held in 2014 to add history and current events as it pertains to cycling history in Arlington Heights.
 - Chapter, page 11 – Add the number of large arterials dividing schools. Additionally, add language to describe that current conditions at I-90 and Arlington Heights Road are a deterrent to cyclist and pedestrians which is a direct connection to Elk Grove.
 - Add a school zone map.
 - Chapter 2, page 23 - Add more emphasis on greenway trails system.
 - Chapter 3, page 35 Add a note that the available facilities heavily influence whether or not people choose to walk.
 - Chapter 4, page 56 – J. Juffa stated in the last meeting that over 35% of people work close to home so this should be emphasized and expanded.
 - Chapter 5, 62 -63 – Add a description discussing which arterials divide which school.
 - Chapter 5, page 64 – Add additional commentary about lack of connection to Elk Grove and Schaumburg except through Busse Woods which at night is illegal to access.
 - Chapter 5, page 83 – P. Szabo inquired when the Euclid Bike path extension project would be starting as part of the Arlington Downs Project. B. Schwab did not know, but did state there was a meeting this past week with the Village of Rolling Meadows to discuss how the project would be funded. Village of Rolling Meadows will be the lead and the Village of Arlington Heights will provide participating funds. M. Walczak indicated he just received the joint agreement from the Village of Rolling Meadows and as soon as that is signed Preliminary Engineering could begin for the project.
 - Chapter 5, page 83 – Proposed new wording to describe the intersection at Northwest Highway and Gregory.
 - Chapter 7, page 118 – Add a summary of the proposed bike ordinance.
 - B. Schwab stated that the past BPAC did send a memo to the Planning Department which recommended against installing more racks like the ones located at Harmony Park and Village Hall and did recommend using U-shape and wave type bike racks.
 - P. Szabo requested to submit any additional tier one comments. P. Szabo will send out a copy once all changes have been completed before sending to CMAP. P. Szabo will send an e-mail to BPAC indicating when he will meet with CMAP, if others are able to attend.

J. Juffa moved to approve the LIST OF CHANGES JUST DISCUSSED AND PRESENTED ON THE SCREEN TO MARK THEM IN RED AS MANDATORY TO BE CONSIDERED IN THE REVISED VERSION OF THE EXISTING CONDITIONS REPORT. R. Kee seconded the motion and the motion was carried unanimously.

- P. Szabo revised the proposed vision statement from a few weeks ago to state:

- “The Bicycle and Pedestrian Advisory Commission shall encourage safe cycling and walking and make recommendations to improve conditions for pedestrians and cyclists in the Village of Arlington Heights.”
- P. Szabo presented proposed BPAC 2015 objectives which cover encouragement, education, enforcement, evaluation, and planning.
 - J. Juffa wants to clarify who BPAC is collaborating with. P. Szabo stated he would like to reach out to the Planning Commission, the Special Events Commission, the Public Health Nurse, the Planning Department, and the Engineering Department. P. Szabo stated his last goal of 2015 is to evaluate the effectiveness of the Complete Streets Policy. The policy itself states that BPAC should review every two years. P. Szabo also stated the local bike club. J. Juffa inquired what the relationship was with the local bike club. P. Szabo indicated that he sees quite a few members from the Arlington Heights Bike Club come into the bike shop and thinks the relationship is good. A. Medsker acknowledged their long standing support and volunteers that have helped at past events. P. Szabo stated he has also met with Nancy Wagner, from Active Transportation Alliance, Joe Beemster, President of Wheeling Wheelmen.
 - M. Walczak requested to add the Bike Ordinance under goals. M. Walczak also would like to keep applying for Bike Friendly Community under goals. P. Szabo stated he was thinking possibly next year.
 - M. Bagby added increasing awareness of the ‘Three Foot Passing Law’. P. Szabo stated that the League of Illinois Bicyclist bicycle safety quiz could help get the word out. B. Schwab stated that Nancy Kluz also offered to have a video on the cable access channel and the Village just launched a Village Facebook page and Twitter account, so if there is content that BPAC would like sent out they could send it to B. Schwab which could be forwarded on for posting.
 - B. Schwab stated that the BPAC website was updated after J. Juffa requested changes. P. Szabo requested the bike event that is currently on the website be listed under ‘Past Events’.
 - M. Walczak indicated the League of Illinois of Bicyclists is rolling out a Bike Safety Quiz challenge and is encouraging that the NWMC Mayor’s to take the Mayor’s Challenge in which they take the quiz and post their score. M. Walczak will keep the BPAC updated as information becomes available about the Mayor’s Challenge.
 - A. Medsker requested that there be a ‘suggestion box’ on the BPAC page.

J. Juffa moved to HAVE ALL BPAC MEMBERS TAKE THE BIKE SAFETY QUIZ AT MINIMUM OF BRONZE LEVEL AND PRINT THEIR CERTIFICATE AND BE READY TO TAKE PICTURE TO POST ON FACEBOOK. A. Medsker seconded the motion and the motion was carried unanimously.

- P. Szabo suggested as a way to encourage residents to take the bike safety quiz would be to partner with local businesses and have residents print off their certificate and get a discount from a local business.
- M. Walczak requested that the outline of the Village on the Bike Arlington Heights logo be updated to the proper Village boundaries. P. Szabo explained that the logo was actually the boundary of the bike route from the 2014 ride,

not the Village limits. However, it could be updated so it can be used every year.

- J. Juffa presented a change to Article 5 Section 18-504d. The revised ordinance includes the procedures that the Arlington Heights Police Department has described to the BPAC where they conduct a “bike sweep” and they mark bikes with chalk and then come back to check and see if the chalk is still there. If the chalk mark is still there the bike is tagged with a sticker warning. Then, after a certain amount of days of the bike still not moving the bike is removed by the Police Department. J. Juffa’s proposed change indicates specifically that the bike sweep be conducted in April and October. P. Danko did not agree that specific timing of when the bike sweep should occur should be included in the ordinance. R. Kee and P. Szabo did like that there is a specified time. P. Danko did not like that it limits the Traffic Bureau to when they can conduct a sweep, if they felt they needed more. P. Szabo suggested rewording the proposed ordinance to adding ‘at a minimum’. P. Danko stated he would like to reword it to state the ‘Traffic Bureau can chalk the bikes between April and October’. P. Szabo would also like to stipulate in the ordinance that the bikes and bike parts that are impounded by the police are donated in lieu of being sold at auction. P. Szabo inquired what the process is to move the revised ordinance forward. B. Schwab explained that once the BPAC would need to make motion that is approved by BPAC then it would go to Village Staff for review. Once Village Staff review and revised it would be presented to the Ordinance Review Commission. P. Szabo suggested making this the first agenda item at the next meeting. P. Szabo requested any revisions or sample ordinances be e-mailed to him before next meeting.

J. Juffa moved to VOTE ON A FINAL PROPOSED ABANDONED BIKE ORDINANCE AT THE MARCH 19, 2015 BPAC MEETING. A. Medsker seconded the motion and the motion was carried unanimously.

- P. Szabo e-mailed proposed fundraising memo to all BPAC members and requested a motion to send the memo to Staff for review and approval. P. Danko asked to remove the statement that limits t-shirts to only people participating in the ride. P. Danko and R. Kee want t-shirts to be available to anyone that would like to support the BPAC. BPAC agreed to request \$12.00 per t-shirt.

J. Juffa moved to CONTINUE THE BPAC MEETING PAST 9:00 PM. P. Danko seconded the motion and the motion was carried unanimously.

J. Juffa moved to FORWARD THE REVISED FUNDRAISING MEMO TO VILLAGE STAFF FOR REVIEW AND APPROVAL. A. Medsker seconded the motion and the motion was carried unanimously.

- M. Bagby announced that he is running a kid’s bike helmet give away at the Des Plaines Park District Spring Fun Fair on May 16th from 10am to 1pm and is looking for volunteers. M. Bagby requested volunteers arrive around 9:45am and typically 100 helmets are given away in about an hour. A. Medsker suggested passing the information to the Arlington Heights Bike Club and P. Szabo said he would pass the link onto the Wheeling Wheelmen. Ideally M. Bagby would like to have five volunteers.

- B. Schwab presented a revised TS 101 flyer that can be used to advertise the upcoming TS 101 class. J. Juffa had e-mailed one to B. Schwab and the Engineering Technician added more pictures and graphics. P. Danko noted a spelling error, requested clarification on wording that there are two separate sessions, and add wording that states “to sign up contact Juergen Juffa”, and provide the time of the session. J. Juffa added the cost for the booklet is \$10.

P. Danko moved to USE REVISED TS 101 FLYER WITH RECOMMENDED CHANGES FOR PUBLICITY. J. Daley seconded the motion and the motion was approved unanimously.

- M. Walczak stated the Windsor PTA is organizing a Bicycle Ride and contest on April 24th at 4pm. Sergeant Craig Czernecki will be at the event and speak to the children. M. Walczak is looking for ideas or other activities that could be offered at the event. P. Szabo suggested teaching children how to lock their bike, but would also think of other ideas. J. Juffa said he would think of suggestions.
- The next meeting is tentatively scheduled for March 19, 2015 at 7:30 PM in the Hanson Room.
- B. Schwab reminded the BPAC of the Visioning Meeting that will be held at the Public Works building on March 12, 2015 from 6pm to 8pm.

ADJOURNMENT:

- **A. Medsker moved to adjourn the meeting. P. Danko seconded the motion and the meeting adjourned at 9:25PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date