



Agenda  
Village of Arlington Heights  
Bicycle and Pedestrian Advisory Commission  
Community Room-33 S. Arlington Heights Rd., AH 60005

March 14, 2024  
7:30 PM

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- A. March 6, 2023
- B. April 6, 2023

**IV. REPORTS**

- A. Staff Reports

**V. OLD BUSINESS**

- A. Bike Arlington Community Bike Ride – May 18, 2024  
-Discussion on logistics and assignment of duties

**VI. NEW BUSINESS**

**VII. OTHER BUSINESS**

**VIII. PUBLIC COMMENT**

**IX. ADJOURNMENT**

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**Bicycle and Pedestrian Advisory Commission  
3/14/2024**

**Item:** Minutes 3/6/23

**Department:**

**ATTACHMENTS:**

**Description**  
Minutes 3/6/23

**Type**  
Minutes

*Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission  
Thursday, March 6, 2023 in the Commissions Room at Village Hall*

**COMMISSION MEMBERS IN ATTENDANCE:**

Charlotte Obodzinski, Chairman  
Paul Danko  
Richard Lenski  
Lyn Sakata  
Dr. Jay Virchow

**MEMBERS ABSENT:**

David Easley  
Juergen Juffa

**STAFF PRESENT:**

Briget Schwab, Engineering Liaison, VAH  
Sergeant Russell Mandel, Police Department, VAH

**OTHERS PRESENT:**

**RESIDENTS IN ATTENDANCE:**

Pete Schmelzer, President of the Arlington Heights Bicycle Club  
Wendy Dunington, Village of Arlington Heights Trustee Candidate  
Colleen Gaughan, Special Events Commission  
Karen DeZellar, Special Events Commission  
Keri Stanley, Special Events Commission  
Carrie Boyle, Special Events Commission and Arlington Heights Park District

**CALL TO ORDER:**

A quorum being present, C. Obodzinski called the meeting to order at 7:34 p.m.

**APPROVAL OF MINUTES:**

**L. Sakata moved to approve the Minutes of the Bicycle Advisory Commission Meeting from February 9, 2023. R. Lenski seconded the motion and the motion carried unanimously.**

**REPORTS:**

B. Schwab reported that projects are moving forward but there are no major updates to report.

**OLD BUSINESS:**

**Bike Arlington Community Bike Ride – May 20, 2023**

C. Obodzinski summarized that at the last Bicycle and Pedestrian Advisory (BPAC) commission it was discussed to have the annual Bike Arlington community ride in conjunction with the new spring festival. C. Obodzinski explained there was a meeting with key Special Events Commission (SEC) members to discuss the idea and the SEC agreed that it would be a great opportunity to collaborate. C. Obodzinski welcomed the SEC members to the BPAC meeting and stated the purpose was to discuss logistics for the ride and coordinate activities. K. DeZellar stated the SEC loved the idea to have the bike ride the same day as the new spring festival, Swing into Spring. DeZellar stated that since this is a new event they are not sure what the attendance numbers and hoping it will replicate Autumn Harvest that is also held in North

School Park. DeZellar shared a map of the proposed layout for Swing into Spring and stated that after meeting with Kerri Boyle from the Arlington Heights Park District, the SEC and the park district want to ensure that the Bike Arlington attendees have a staging area that is away from the various vendors that will be arriving early to setup. SEC is planning on having all of the festival vendors use Evergreen Ave to enter the site and setup. Therefore, the SEC is proposing that the bike ride uses Eastman Ave to stage the riders and any vendors specific to the bike ride to avoid any potential conflicts. DeZellar shared that the event is scheduled to run from 11am to 2pm and that Autumn Harvest usually brings in about 3000 attendees, so they are expecting similar attendance. The Swing into Spring committee is meeting with the rest of the SEC this coming Wednesday to discuss the event and then another meeting is scheduled for March 14 with Village staff, including Public Works to discuss setup and logistical needs. C. Gaughan stated that when planning the site layout, that having Eastman Ave dedicated to the bike ride, that riders also have a place to stage their bikes once the ride is over. Gaughan is not sure if there are portable bike racks that be placed out on Eastman Ave, but having a location for bikes would ensure they are not placed throughout the park while the event is going on. B. Schwab stated that the proposed route could be adjusted to start and end on Eastman Ave. P. Danko shared that registration and day of setup is typically done by the amphitheater, but that could be easily be switched the south side of the park. B. Schwab shared that the main reason that the ride typically started on Evergreen Ave was to avoid closing the parking garage and it was the least disruptive to the neighborhood, but if all the streets are getting closed because of the festival anyway, there is no issue in moving the ride to Eastman Ave. C. Obodzinski shared that she agrees the proposed layout will work well for BPAC. C. Obodzinski shared a list of vendors that Sgt. Russ Mandel coordinated for the 2022 Bike Arlington and definitely thinks there will be enough space. B. Schwab shared the J. Juffa did confirm that Velofix would be able to attend the event. K. Boyle stated that southeast corner of North School Park is also open to the Bike Arlington for staging if a grassy area was needed for anything. B. Schwab stated that including more vendors at Bike Arlington was to provide participants something to do after the ride, but if the festival is starting the BPAC can lean on their vendors. C. Obodzinski asked if there was going to be food trucks at the festival. DeZellar confirmed that food trucks will be there, there will also be swing, face painters, balloon artists, etc. B. Schwab asked K. Boyle if the BPAC would need to apply for a separate permit to hold the ride at North School Park. K. Boyle stated that is not necessary and she would include the ride under the SEC permit from the park district, but that the requests for street closures, barricades, etc goes the Village and that is typically coordinated by Avis Meade, the Village of Arlington Heights Outreach Coordinator and staff liaison for the SEC. B. Schwab stated that she would work with A. Mead for the Village requirements. C. Obodzinski stated that previous rides have started at 9:30am and asked if that should remain the same. R. Lenski and P. Danko proposed starting at 10am, so there is not too much down time from the ride ending and festival starting. C. Gaughan agreed that the ride should be later so it does not bring a bunch of people into the park before the event is actually ready to start and open. She said ideally, the festivities at North School Park would start before the riders get back to the park. C. Obodzinski stated the short ride would only take 20-30 minutes and the long ride is about an hour and fifteen minutes. DeZellar stated that if the ride started at 9:30am, the young riders would get back around 10am, and asked if there is something for the riders to do after. C. Obodzinski shared that last year the short ride participants came back and visited with the various vendors and there was a raffle that kept participants around. C. Gaughan asked what percentage of people do the short ride versus the long ride. P. Danko stated about a one third of the riders typically do the short ride. B. Schwab added that most of the short ride attendees are younger and more families. C. Gaughan stated if the ride starts at 10am, then the short ride will be arriving back at the park by 10:30am and asked what will keep them entertained until the

festival starts. B. Schwab suggested moving the ride to 10:15am to avoid any issues. BPAC members agreed on a 10:15am start time with registration starting at 9:15am. C. Obodzinski asked if the revised route is finalized, B. Schwab explained the revised route needs to get submitted to Staff to review before it is approved.

C. Obodzinski asked for volunteers to contract vendors to attend for post ride activities. Sgt. Mandel confirmed they will have a Public Service Officer attend to give out helmets. P. Schmelzer stated that the Arlington Heights Bike Club plans to have a booth and would like to participate even more as ride leaders and/or ride marshals.

The SEC arranged for the Book Mobile to be at Swing into Spring and offered to ask them to come earlier, but they may be coming from the Farmer's Market. Sgt. Mandel said he would contact Village Cycle and Sport again, but isn't sure they would attend if Velofix would be there. Sgt. Mandel will also contact Dick's Sporting Goods, but management changed so is not sure if they will be able to come this year. C. Obodzinski will have someone from PACE attend. Sgt. Mandel offered to contact AAA. C. Obodzinski asked if SEC has a list of vendors attending Swing into Spring, so there is not overlap.

C. Obodzinski suggested having QR codes to sign up for the door prizes and registrants could be notified after the ride to streamline registration. B. Schwab stated that at the last ride there were issues with phones not having services and added to chaos during registration.

C. Obodzinski asked about flyers and marketing for the ride. Sgt. Mandel suggested having one flyer for both events. SEC said that Avis Meade completes the flyers for their events which gets pushed out on the various social media networks, the Village newsletter, Daily Herald, and posted at various community centers. Sgt. Mandel will also have police market as well. B. Schwab will coordinate the flyer with Avis Meade. C. Obodzinski asked to have the flyer finalized by the first week of April.

C. Obodzinski asked for volunteers for ride marshals and ride leaders. C. Obodzinski would like to have some marshals in the front, middle, and the back. P. Schmelzer thinks he would be able to get 15 to 20 volunteers from the Arlington Heights Bike Club. B. Schwab stated that the last ride there were riders going into the middle of the street and suggested having marshals the length of the ride to remind riders that road is open to traffic and to keep to the curb line. Schmelzer agreed that was possible and asked if safety vests were available to designate the volunteers as ride marshals. Sgt. Mandel stated that police could provide safety vests. R. Lenski will lead the long ride. P. Danko will lead the short ride.

C. Obodzinski will check with J. Juffa and D. Easley to confirm they can put out the signs and pick up snacks.

### **Thank You Letter - Arlington Heights Police Department and Arlington Heights Bike Club**

C. Obodzinski prepared a thank you letters for both the police department and bike club to show appreciation for their support and assistance with the Community Bike Ride and commitment to bike safety.

**P. Danko moved to send the Thank You letter as presented by C. Obodzinski on behalf of the Bicycle and Pedestrian Commission to the Arlington Heights Police Department and**





**Bicycle and Pedestrian Advisory Commission  
3/14/2024**

**Item:** Minutes 4/6/23

**Department:**

**ATTACHMENTS:**

**Description**

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Agreement

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*Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission  
Thursday, April 6, 2023 in the Commissions Room at Village Hall*

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**COMMISSION MEMBERS IN ATTENDANCE:**

Charlotte Obodzinski, Chairman  
Paul Danko  
David Easley  
Juergen Juffa  
Richard Lenski  
Lyn Sakata  
Dr. Jay Virchow

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Briget Schwab, Engineering Liaison, VAH  
Sergeant Russell Mandel, Police Department, VAH

**OTHERS PRESENT:**

Robert Hitchings, Arlington Heights Bicycle Club  
Nikki Camp, Arlington Heights Memorial Library (AHML)

**RESIDENTS IN ATTENDANCE:**

Melissa Cayer  
Keith Moens

**CALL TO ORDER:**

A quorum being present, C. Obodzinski called the meeting to order at 7:30 p.m.

**REPORTS:**

No reports

**OLD BUSINESS:**

**Bike Arlington Community Bike Ride – May 20, 2023**

The Arlington Heights Memorial Library (AHML) will be printing their brochure tomorrow and would like to include the Swing into Spring and Bike Arlington Event in the brochure and requested an event description. B. Schwab will meet with the Village's Outreach Coordinator tomorrow to confirm the event description and follow up with an e-mail.

C. Obodzinski explained that there were several go-arounds with the route due to conflicts in the downtown area and thanked J. Juffa for his time in working through the variations to come up with an acceptable route. B. Schwab reported that the revised map was approved by the Village and the sign up will go live shortly. J. Juffa explained that his goal was to utilize the signed bike routes, but due to conflicts the ride will not use un-signed bike routes.

C. Obodzinski reviewed the event assignments and volunteers:

- BPAC members should plan to arrive around 8:45am with registration starting at 9:15am

- Robert Hitchings reported that the Arlington Heights Bike Club currently has 10 volunteers signed up, but does expect more.
- D. Easley and J. Juffa agreed to set up the route signs the morning of the event
- D. Easley will pick up granola bars and bananas from Costco
- C. Obodzinski will work the sign-up table
- B. Schwab reported that there will definitely be a bike coral. Public works is hoping to have some bike racks, but most of the portable bike racks are currently being used in Arlington Alfresco, so bike racks are not guaranteed. She also reported that there was concern from the Special Events Commission that people will ride, walk, or bike their bikes in the festival area and wanted confirmation that bikes will have a designated area. B. Schwab requested that the BPAC help facilitate the bike parking after the ride to make sure that does not happen.
- Sgt. Mandel reached out to Crime Stoppers, AAA, Dick's Sporting Goods and they will all of a both and happy to participate. C. Obodzinski reported PACE will have a booth. J. Juffa reported Velofix will be there.

**Provide feedback to the Village Board on what the BPAC believes are important issues that should be considered for their upcoming Strategic Priorities process for 2024-25**

C. Obodzinski thanked everyone for their time and providing feedback, which included the Arlington Heights Bike Club providing their input. She reported that B. Schwab e-mailed the memo for everyone to review in advance of the meeting today and asked if there was any additional comments or changes needed. C. Obodzinski explained that she wanted to include all of the progress that has been made in the memo. B. Schwab provided her with a comprehensive list of recommended projects in the Bicycle and Pedestrian Plan that have already been implemented, or are currently in progress. C. Obodzinski was really excited to see the progression that has been made and wanted to share that with the Village Board. She stated that one of the things that jumped out to her was that the Village is not currently measuring their progress. Her idea is to have the Village determine metrics for transportation mode splits as a way to measure progress. Another area that was addressed in the memo was for the Village to identify barriers to implementation of the Bicycle and Pedestrian plan recommendations and determine if there were policy changes that could address these barriers. One example she shared, was the City of Chicago reduced minimum travel lane widths from 11ft down to 10ft. Another example, that is currently being discussed at the state level, is to modify design standards that change the requirement to design intersections for large truck movement which would ultimately minimize the crossing distances on arterials, if the legislation change is approved. C. Obodzinski also discussed the importance of the work that Sgt. Mandel and his team at the Arlington Heights Police Department are doing with enforcement and education on bike safety through various outreach events. Another idea C. Obodzinski shared with the BPAC was adopting a Vision Zero statement. She explained that Vision Zero movement is the principle that no one should be killed or seriously injured using our road networks and committing to design road networks with all users in mind.

J. Juffa and P. Danko both stated that the memo should mention that one of the goals of the BPAC is to obtain Bicycle Friendly Community (BFC) status. J. Juffa stated the last time the Village submitted; the BFC committee responded that the Village would not obtain BFC status until the Palatine Rd crossings were addressed. B. Schwab stated the Village is currently in Phase 1 for the Windsor Drive Road Diet project which include improvements to the Palatine Rd crossing at Windsor Dr.

J. Virchow shared that he would like to make sure pedestrian networks are also included, especially connectivity from neighborhoods to arterial roadways. C. Obozinski agreed and will make sure the memo includes both pedestrian and bikeway connectivity.

C. Obodzinski was also considering requesting that the Complete Streets Policy be turned into a Village ordinance and asked B. Schwab to explain the difference between a policy vs an ordinance. B. Schwab stated a policy is more of a visioning statement with general guidelines for consideration whereas an ordinance would require adherence to specific guidelines and design parameters. C. Obodzinski acknowledged that the BPAC was successful in codifying bike parking requirements and asked what the process was like since it was before her time on the BPAC. J. Juffa shared that the Bicycle Parking Ordinance process was very rigorous and included several meetings with the Ordinance Review Commission, Plan Review Commission, Committee of the Whole, and eventually the Village Board. J. Juffa further explained that even though the Bike Parking Ordinance was modeled after the existing car parking ordinance, there was still a lot of details to hash out and back and forth happening with Village Staff in the background before it was even presented to a commission. J. Juffa explained that bike parking is very quantitative. C. Obodzinski pondered if there were at least elements of the Complete Streets Policy that could be added to the ordinance. B. Schwab was not aware of other towns doing this and emphasized there would need to be research done.

Resident, K. Moens wanted to add that he feels speeding is a serious issue in town. Would like an add-on to the Policy that would reduce the threshold of allowed mph speed in town. He said “the numbers that came out this year are 13% up on pedestrian fatalities and 2% up on bicycle fatalities.” Currently the Village speed limit is 30 mph residential and not 25 mph. R. Mandel explained that most residents believe that the speed limit is in fact 25mph and he gave an example about putting speed monitoring signs up out in communities that read mph 30 and he received tons of calls from residents complaining that they believed it to be 25 mph. M. Cayer commented. Discussion back and forth on why some neighborhoods are 25 mph and why some are 30 mph. C. Obodzinski acknowledged that the committee would review and get some more background information for this as a potential add on.

Committee discussion on process and items to add and change on memorandum. B. Schwab explained industry/national standards and guides to be followed.

C. Obodzinski made motion to approve the memorandum. Seconded, All in Favor, Motion passed.

#### **NEW BUSINESS:**

C. Obodzinski discussed timeline on getting Bike Ride information to the library in a timely manner to get it published in Library Newsletters.

N. Camp explained production schedule dates and said she could get it into the Newsletter now or if time does not allow, they could make up a separate flyer and hand it out at Library Events. Addition to Library Program there is “Seed/Garden Swaps” at the Baker Place on the 4<sup>th</sup> Sunday of each month, 9-12pm. The Library thought setting up an event during that whereas a committee representative is there at the bike tower/repair kit and they could advertise the Bike Ride and Committee, possibly demonstrate a bike repair and do a small presentation. Discussion on what this would look like. N. Camp explained what she would need (contract, etc) sent to her to confirm the committee participating in this. Discussion on Book Mobile. Juergen Juffa

brought up a “passive program” he knows of in WI called Bike to the Library, explained how that worked, promoting the Library and biking. N. Camp loved idea and thought that it could be done in the National Bike Month of May. C. Obodzinki suggested and all agreed planning and waiting on this and doing it for the Fall program. Also decided that everyone does their homework and discussion and planning on what kind of Library programming they would like to do for the fall will be discussed and approved at the June meeting.

**Provide feedback to the Village Board on what the BPAC believes are important issues that should be considered for their upcoming Strategic Priorities process for 2024-25**

B. Schwab provided background that the Village Board requested that all advisory commissions provide feedback.

**OTHER BUSINESS:**

Include “Public Comment” as an agenda item on the Agenda.

Next meeting scheduled for 5/16/23 7:30 pm.

**ADJOURNMENT:**

L. Sakata moved to adjourn the meeting. P. Danko seconded the motion and **the motion carried unanimously** and the meeting adjourned at 8:52 PM.

**APPROVED:**

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Secretary Date