



Agenda
Village of Arlington Heights
Bicycle and Pedestrian Advisory Commission
Hanson Room
3rd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
February 4, 2015
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of January 22, 2015

IV. REPORTS

- A. Chairman's Report

V. OLD BUSINESS

- A. Goals, Vision, and Mission Statement
- B. Consider and finalize list of resources for BPAC webpage
- C. Discuss and vote on changes to Article 5 Section 18-504 of the Arlington Heights Municipal Code

VI. NEW BUSINESS

- A. Review of Chicago Metropolitan Agency for Planning (CMAP) Existing Conditions Report for the Bicycle-Pedestrian Plan with John O'Neal and Trevor Dick from CMAP

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 January 22, 2015

Department: Engineering

ATTACHMENTS:

Description	Type
Minutes of January 22, 2015	Minutes

*Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Thursday, January 22, 2015 in the Community Room at Village Hall*

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Alan Medsker
Juergen Juffa
Paul Danko
James K. Daley

MEMBERS ABSENT:

Michael Walczak
Ruth Kee

STAFF PRESENT:

Briget Schwab, Engineering Liaison, VAH
Greg Czernecki, Police Department Representative, VAH

OTHERS PRESENT:

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:

J. Juergen moved to approve the Minutes of the Bicycle 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 before the next meeting. P. Szabo would like to set up meetings to discuss the ECR, so comments and feedback can be correlated.
- Reviewed the budget as submitted and showed the changes that were made. Membership and publications remain the same, but training, printing, photocopying has been eliminated. P. Szabo requested funds for Education and Traffic Skills 101 materials and facility costs, providing a breakfast to commuters during Bike to Work Week, and an increase for the Community Bike Ride for police officers.
- P. Szabo would like the BPAC to think of ideas to incentivize riders during Bike to Work Week. Additionally, he would like to designate a hash tag for Bike Arlington Heights challenge.
- P. Szabo discussed that he also talked with Nancy Wagner from Active Transportation Alliance (ATA) and will meet with her on January 29th to discuss partnering with ATA during Bike to Work Week, Des Plaines River Trail, and the TS 101 course.

- P. Szabo received a quote of \$7.01 per shirt and \$500 would provide 70 shirts. This cost was included under the Community Bike Ride line item of the proposed budget. P. Szabo discussed the possibility of using the t-shirts to raise funds. P. Szabo would like to have a place on the registration form designating if participants want a shirt and they would be charged a determined fee at that time. J. Juffa wanted to know if the Village would allow fundraising for t-shirt sales. B. Schwab explained that the Village wanted more information on how the sales would be handled. P. Szabo stated he drafted a memo and will send to BPAC by the weekend to review before presenting to Village staff.
- P. Szabo spoke with Jeremy Andrykowski, Deputy Director and Jennifer Czajka, Adult Programs Supervisor, at the Arlington Heights Memorial Library (AHML) and they are interested in partnering for the Traffic Skills 101 class. J. Czajka offered to provide a lot and advertisement about the course in the AHML newsletter. In addition, the AHML expressed interest in partnering with one of the Community Rides and they would provide advertisement and refreshments after the ride. P. Szabo explained that the library was also interested other classes for bike safety training and bike maintenance.
- P. Szabo reached out to Ryan Danzinger from Frontier Days committee about working with them on putting together a bike valet system. P. Szabo would like to have higher quality tags for the bicycles, so the tags can be left on the bikes and used at multiple events. Danzinger stated that he was more than happy to partner with BPAC and would advertise the bike valet in the fliers for the event.
- P. Szabo made contact with Jeff Schmidt, Central Region Account Manager, for Quality Bike Products and was awarded a \$500 grant to purchase items from their company at cost with no advertising requirements. P. Szabo thoughts would be to use the grant money towards light sets for those using the bike valet.
- P. Szabo reached out to John Nolan from the Public Works Department sign shop and was quoted \$100-\$125 which included sign fabrication, installation, and pole.
- P. Danko inquired about Park District participation in the Community Ride and hosting TS 101. P. Szabo stated that he did reach out to John Robinson regarding the TS 101 and did not hear back, but was told that using the start and end locations for Community Rides was acceptable since the riders were not using the Park District facilities or remaining for a long time.
- P. Szabo also spoke with John O'Neal from CMAP on how to best approach the use of the sign budget and how to go about updating the bike route signage. O'Neal walked P. Szabo through the available resources including MUTCD, and the Traffic Control database.

OLD BUSINESS:

- J. Juffa scheduled the TS 101 April 18th and April 25th at 1:00 pm at St. Simon's church in Arlington Heights. J. Juffa's goal for attendance is five people per class and stressed the importance of advertising and marketing the class. J. Juffa suggested posting signs around town, website, and e-mail blasts. B. Schwab requested the information to post on the Village website. P. Szabo requested a message that could be included in an e-mail. J. Juffa will put together a flyer and will e-mail to the BPAC. J. Juffa stated that cost of class including facility fee, instructor, and insurance are free except for the booklet. The League of American Bicyclist is working on new booklet and the new version is not completed, so the price is not available.

- P. Szabo presented the t-shirts for the ride. P. Szabo was thinking pastel blue with black logo. J. Juffa suggested OSHA orange or OSHA yellow, but P. Szabo was hoping to appeal to a larger crowd since BPAC is selling them. P. Szabo proposed the following dates for the ride:
 - o May 2nd or May 9th (Mother's Day weekend)
 - o June 20th for Bike to Work week and Father's Day weekend
 - o September 5th for Labor Day weekend. P. Danko advised against Labor Day and suggested looking at another weekend in September. P. Szabo suggested September 9th.
- P. Szabo presented a list of items that he would like to see on the BPAC webpage. J. Juffa asked if linking to outside web pages such as League of Illinois Bicyclist, United States Department of Transportation website on road safety, etc was allowed. J. Juffa pointed out that the bikeway map that is on the Village website is an old version from 2012 and information from last year's bike ride is still up. J. Juffa expressed the importance of needing current and fresh information posted on the webpage that could attract interest and promote bicycling. P. Szabo pointed out that the name on the webpage is incorrect. It states the Bicycle Advisory Commission instead of Bicycle and Pedestrian Advisory Commission.
- J. Juffa presented charts and pictures on bike counts that he performed on Saturday, January 17, 2015 at five covered bike parking locations in downtown Arlington Heights. J. Juffa used an ordinance from Cambridge, Massachusetts to determine if bikes were defective and abandoned. J. Juffa presented that the current Village code Article 5 Section 18-504d has no rule on how defective or abandoned bikes should be handled. J. Juffa did find three municipalities in the United States that do have an ordinance on how to handle abandoned bikes which are Santa Cruz, CA, Madison WI, and Cambridge, MA. J. Juffa did state this was an initial report and this should be considered further before making a recommendation and wants to look at doing another bike count in the spring. P. Szabo spoke on Eugene, OR policy and also e-mailed this information to Sergeant Czernecki. P. Szabo would at least like to see the ordinance improved to deal with bikes that are obviously defective and unusable and increasing the police sweep of the bike racks to be completed each season. Sergeant Czernecki explained that the process takes up a lot of time to process and impound bikes and takes officers away from other duties. P. Szabo would like to explore the idea of donating bicycles that are taken instead of selling them off at auction to show that this initiative is to create a positive environment for Arlington Heights not to raise money.
- P. Szabo discussed the goals of the BPAC and used the five categories from the League of Illinois Bicyclist to start:
 - o ENGINEERING -Replace Bike Route Signs – Hire a consultant, or have Engineering or Planning Department redesign the bikeway signage for the bike network.
 - J. Juffa wants to focus on closing the gaps and replace fading signs.
 - J. Juffa also asked to have the Share the Road sign with the three foot passing minimum. B. Schwab stated that she spoke with the Village Traffic Engineer and e-mailed John O'Neal from CMAP to determine if this signage was allowed since this sign type was not included in the MUTCD manuals. John O'Neal was able to get a

response from someone at FHWA and they stated that this was not allowed and petitions for experimental signs were not allowed at this time. P. Szabo stated that he reexamined this signage idea after the last meeting and is worried that it would intimidate riders.

- P. Szabo received a GIS file from CMAP that is an inventory of the Village Bike signs. However, the GIS data is incomplete and only has 136 sign locations and no pictures. B. Schwab stated that there is another more complete file that the Public Works Department was maintaining and the Engineering department is working to obtain permissions to that file.

o EDUCATION – The Traffic Skills 101 class, commuter awareness

The remaining goals discussion will be continued at the next meeting.

- P. Szabo rewrote a suggested BPAC mission statement, but will be discussed at future meetings. P. Szabo would like the mission statement placed on the website once a new one has been determined.
- P. Szabo would like to reexamine the Bylaws for BPAC at a future meeting.

ADJOURNMENT:

- **P. Danko moved to adjourn the meeting. A. Medsker seconded the motion and the meeting adjourned at 8:52 PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date