



Agenda
Village of Arlington Heights
Bicycle and Pedestrian Advisory Commission
Commissions Room 2nd Floor

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
January 22, 2015
7:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of December 15, 2014

IV. REPORTS

- A. Chairman's Report
- Review of Budget
 - Connections made since last meeting

V. OLD BUSINESS

- A. Traffic Skills 101 (TS101) Update
- B. Bike Arlington Heights
- C. Review and propose updates to the Bicycle and Pedestrian Advisory Commission webpage

VI. NEW BUSINESS

- A. Proposal to the Village Board of Trustees to amend Article 5 Section 18-504 d of the Arlington Heights Municipal Code to accommodate the removal of abandoned bikes
- B. Revise Bicycle and Pedestrian Advisory Commission mission statement
- C. Determine goals for 2015 and three year vision
- D. Review of Chicago Metropolitan Agency for Planning (CMAP) Existing Conditions Report for the Bicycle-Pedestrian Plan

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 December 15, 2014

Department: Engineering

ATTACHMENTS:

Description	Type
Minutes of December 15, 2014	Minutes

***Minutes of the Arlington Heights Bicycle and Pedestrian Advisory Commission
Monday, December 15, 2014 in the Hanson Room at Village Hall***

COMMISSION MEMBERS IN ATTENDANCE:

Peter Szabo, Chairman
Alan Medsker
Mitchell D. Polonsky
Paul Danko
James K. Daley

MEMBERS ABSENT:

Michael Walczak

STAFF PRESENT:

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

OTHERS PRESENT:

Michael Brown, Arlington Heights School District 25, Director of Facilities Management

RESIDENTS IN ATTENDANCE:

Jurgen Juffa, Village of Arlington Heights Resident
Michael Bagby, Arlington Heights Resident, Owner of The Wellness Group
Ruth Kee, Village of Arlington Heights Resident

CALL TO ORDER:

A quorum being present, P. Szabo called the meeting to order at 7:33 p.m.

APPROVAL OF MINUTES:

M. Polonsky moved for the approval of the Minutes of the Bicycle Advisory Commission Meeting October 21, 2014. A. Medsker seconded the motion and it carried unanimously.

CHAIRMAN'S REPORT:

- P. Szabo reviewed the FY 2014-2015 Budget. Since there is still money left under the signage line item P. Szabo proposed making changes to the current bike route signs and adding distances and travel times (using Google map recommended travel times) to the route signs. Also, P. Szabo presented the Shared Road Sign which shows 3 foot spacing between a bike rider and a car on the sign. P. Danko inquired about the cost per sign. B. Schwab asked Public Works a while back when P. Szabo first inquired about the shared road signs, but they did not have a set cost per sign because they order rolls of sheet metal. M. Brown offered that the school district purchases 18"x24" signs one at time for approximately \$180-\$200. P. Szabo also would like to know if the Village knows how many bike route signs the Village currently has. B. Schwab believes the Village has that information, but will look into it to confirm.

- P. Szabo stated that there are still funds available in under the publications line item of the budget and recommended the purchase of the National Association of City Transportation Officials (NACTO) Urban Street Design Manual and NACTO Urban Bikeway Design Manual instead of the American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities. M. Polonsky asked for more information on the publications. B. Schwab indicated that they were both design manual utilized by engineers. It is Schwab understanding from attending a conference in May of 2014 that IDOT does not allow some of the design options that the NACTO guide offers and that IDOT follows the AASHTO guide. However, Schwab is not opposed to having the NACTO guide available as a resource and does think the industry is evolving and will eventually allow some of the design recommendations.

A. Medsker moved to approve the purchase of NACTO Urban Street Design Manual and NACTO Urban Bikeway Design Manual. J. Daley seconded the motion and it carried unanimously.

- Proposed Budget FY 2015-2016 is due on January 5, 2015. P. Szabo reviewed the changes concerning the proposed bike rides which include eliminating the Public Works setup for the after events and increase for having to pay for Police Officers riding along. P. Szabo asked if B. Schwab was able to find out if the BPAC was allowed to sell t-shirts as a fundraiser, but Schwab did not. P. Szabo said he did speak with a member from the Special Events Commission and said that any form of fundraising is acceptable and just need to request that the money is held for the budget the following year.

OLD BUSINESS:

- M. Polonsky requested that the day on which the regular monthly meeting was going to be held. B. Schwab reviewed that the Bylaws currently stated that the meeting date is to be held on the fourth Thursday of the month except November and December. However, in recent years meetings have consistently been held on the third Monday of the month with the occasional need to switch the day of the meeting to accommodate schedules. M. Polonsky requested that the meetings still be held on the third Monday of the month and P. Danko and J. Daley also agreed that day would work with the option to switch the days if a quorum was present. However, A. Medsker has a scheduling conflict that will no longer allow him to attend Monday night meetings except through the summer months.

J. Daley moved to change ARTICLE IV Section 4.1 of the Bylaws to now read “All regular meetings shall be at 7:30 PM on the fourth Thursday of each month, except November and December when the Commission shall meet on the first Thursday of December, in the Arlington Heights Municipal Building, unless amended by a quorum of the Commission or the Commission indicates otherwise by posting a notice in the Municipal Building at least 24 hours prior to a regular meeting. A. Medsker seconded the motion.

**AYES – J. Daley, A. Medsker, P. Danko NAYES – M. Polonsky
Motion carried**

M. Polonsky moved to elect A. Medsker at Vice Chairperson of the BPAC. J. Daley seconded the motion and it carried unanimously.

- Review of Projects reported by B. Schwab –
 - o Commuter Drive - landscaping installed and punch list items were identified which will be completed in the spring. The bike racks will be installed when all contract work is completed.
 - o Wilke Road and Northwest Highway Intersection Improvement – The right-of-way and temporary easements were submitted to IDOT for final review and the project was moved to the March 6th, 2015 letting.
 - o Dundee Road and Kennicott Avenue and Wilke Road Intersection Projects – The letter of intent was signed and sent to IDOT on November 26, 2014 which agreed to the scope of work and estimated cost of proposed work which was requested by the Village. The letter of intent is part of Phase I of the project and details and cost are subject to changed throughout design Phase II.
 - o Kirchhoff Road and Dwyer Avenue crossing which is part of the Kircchhoff Road resurfacing being handled by IDOT - The preconstruction meeting was held at IDOT on November 18, 2014. The low bidder was Arrow Road construction and the total cost for construction is approximately \$732,000. The flashing beacon will be installed by the Village once IDOT is complete with their work.
 - o Northwest Community Bike Path – No Change
- J.Juffa updated the BPAC that a location to run the Traffic Skills 101 class has still not been determined. M. Brown was able to get the Superintendant to waive the Building rental fee for District 25 buildings. However, the Building Attendant will still be required for interior use of the building, so the bathrooms and drinking fountains can be accessed. The fee required for the Building Attendant is \$20/ hour for a minimum of 3.5 hours and that fee could not be waived. J. Juffa felt this was cost prohibitive and didn't want to pass the cost onto the riders. M. Brown did offer that other groups may schedule events at the school and the building would already have an attendant that wouldn't require any additional fees, but there was nothing scheduled at this time, but may be an option in the future. J. Juffa also looked into all potential Park District parking lots that were recommended at the last meeting and none of them worked with the specific needs of the class. A. Medsker recommended the use of his church parking lot which offered all the requirements of the class. J. Juffa agreed to look into this option. J. Juffa does want to have a Traffic Skills 101 in Arlington Heights in the year 2015. J. Juffa did discuss the need to market the class and that it is very difficult to fill classes even with the help of Park District. He stated that Elk Grove has full support from their Park District and they have difficulty filling the class.

ADJOURNMENT:

- **A. Medsker moved to adjourn the meeting. J. Daley seconded the motion and the meeting adjourned at 8:37 PM.**

APPROVED:

_____	_____
Chairman	Date
_____	_____
Secretary	Date