



1200 Wilmette Avenue
Wilmette, IL 60091

DEPARTMENT OF ENGINEERING
AND PUBLIC WORKS

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**NOTICE OF MEETING
of the
MASTER BIKE AND ACTIVE TRANSPORTATION PLAN ADVISORY GROUP**

**Tuesday, December 19, 2017 at 7:00 A.M.
Village Hall, 2nd Floor Training Room
1200 Wilmette Avenue, Wilmette, Illinois**

AGENDA

1. Call to Order
2. Approval of Minutes of the November 7, 2016 Bikeway Advisory Group Meeting
3. Components of Proposed Master Plan
4. Proposed Master Plan Request For Proposal (RFP) Schedule
5. Public Comment
6. Old Business
7. New Business
8. Adjournment

Chair, Trustee Julie Wolf

IF YOU ARE A PERSON WITH A DISABILITY AND NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN AND/OR ATTEND A VILLAGE OF WILMETTE PUBLIC MEETING, PLEASE NOTIFY THE VILLAGE MANAGER'S OFFICE AT (847) 853-7509 OR TDD (847) 853-7634 AS SOON AS POSSIBLE.



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Engineering
Department

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MEETING MINUTES

BIKEWAY ADVISORY GROUP

MONDAY, NOVEMBER 7, 2016

7:30 P.M.

COMMUNITY RECREATION CENTER, ROOM 107

- Members Present: Trustee Julie Wolf, Chair
Commissioner Libby Braband
Commissioner Christine Norrick
Commissioner Tim Perry
Commissioner Terry Porter
- Staff Present: Brigitte Berger-Raish, P.E., Engineering and Public Works Director
Russell Jensen, P.E., Village Engineer
Danielle Horn, P.E., Engineering Project Manager
- Guests Present: James Egan, 1618 Walnut Avenue, Wilmette
Ed Barsotti, 2550 Cheshire Drive, Aurora
Nancy Wagner, 3313 Grant Street, Evanston
Dan Rudrud, 1620 Nottingham Avenue, Glenview
Katie Knapp, 2100 Ridge Avenue, Evanston
Tim Gustafson, 53 W Jackson Boulevard, Chicago
Brian Pigeon, 1600 E Golf Road, Ste. 700, Des Plaines
John Olvany, 803 Chestnut Avenue, Wilmette
Shelley Fabrizio, 1735 Wilmette Avenue, Wilmette
Richard Silver, 828 Leyden Lane, Wilmette
Anne Nagle, 1139 Manor Drive, Wilmette
Michael Lieber, 2035 Hollywood Court, Wilmette
Peter Barrow, 2232 Kenilworth Avenue, Wilmette
Gail F. Buscemi, 615 Locust Road, Wilmette
Lucy Klocksinn, 1725 Wilmette Avenue, Wilmette
Piper Rothschild, 1046 Elmwood Avenue, Wilmette
Ken Obel, 221 Linden Avenue, Wilmette
Beth Drucker, 2500 Greenwood Avenue, Wilmette

Sally Daniels, 1611 Wilmette Avenue, Wilmette
John Daniels, 1611 Wilmette Avenue, Wilmette
Rachel Riedl, 1312 Elmwood Avenue, Wilmette
Nancy Werner, 509 Central Avenue, Wilmette
David Rankin, 1731 Wilmette Avenue, Wilmette
Mary Fausone, 1100 Elmwood Avenue, Wilmette
Rachel Goodman, 3501 Riverside Drive, Wilmette
Kristen O'Toole, 814 Forest Avenue, Evanston
Margaret Martin-Heaton, 715 Linden Avenue, Wilmette

I. CALL TO ORDER

Chair Wolf called the meeting to order at 7:35 p.m.

II. APPROVAL OF MINUTES OF THE AUGUST 15, 2016 BIKEWAY ADVISORY GROUP MEETING

Chair Wolf directed the Commission's attention to the draft minutes of the Bikeway Advisory Group meeting of August 15, 2016. No comments were offered.

Commissioner Norrick moved that the Committee approve the minutes. The motion was seconded by Commissioner Braband and approved by unanimous voice vote. **The motion carried.**

III. BIKEWAY MASTER PLAN FUDNING UPDATE

Chair Wolf also stated that development of the plan was not funded for the 2017 budget. There are many pressing financial needs and larger projects coming up throughout the Village. However, the intent is to move ahead in the future in the event funding becomes available and the plan moves forward.

IV. RECAP PURPOSE OF THE BIKEWAY ADVISORY GROUP

Chair Wolf recapped the purpose of the group—to develop an RFP to hire a consultant to prepare a bike plan since the experience of other communities has been that bike plans allow communities to know where they are headed and provide a means to get grants.

V. LETTERS RECEIVED FROM RESIDENTS

Ms. Berger-Raish stated that letters from several residents regarding the Bicycle Master Plan were included in the packet for the committee's information only.

VI. STAKEHOLDER INPUT ON BIKE PLANNING

Chair Wolf mentioned the previous meeting discussed the bike survey conducted by Go Green Wilmette and the Bike Task Force that highlighted the destinations people are biking to and where they would like to go.

Chair Wolf asked stakeholder's from various bike related and bike planning groups present to identify their represented organization and thoughts on the whole planning process.

John Olvany, President of the Wilmette Park District, said that more active use communities and linking parks to downtown areas is something that has been on his agenda since his appointment. He is interested in supporting those efforts.

Ken Spillane, Evanston Bike Club Board Member Community Outreach, stated that he is involved in Wilmette because half of bike rides begin in Wilmette with seventy members in the community. He is interested in an enjoyable cycling experience starting in Wilmette and cooperating with other communities. There are bike routes they take, such as Wilmette Avenue and Glenview Avenue that Glenview is working on.

Ed Barsotti, Ride Illinois, stated that he used to be lead development bicyclist for state wide and have done eighteen plans throughout the state. He is here as a resource regarding RFPs, grants, how to handle political issues that come up during the process, implementing cost effective piggy-backing off of CIP, as well as retrofitting with ITEP and other sources. He would like to be seen as a resource of the committee as it proceeds forward.

Tim Gustafson, Office Manager of Alta Planning Design in the Chicago office, said that he has been involved in bike and pedestrian planning for over a decade, including Skokie Trail Feasibility Study for the City of Evanston where Wilmette intersects, and bike and pedestrian planning for the City of Chicago. He is here as a resource to answer questions about anything during the planning process.

Kristen O'Toole, Transportation Planning with Alta, said she lives in Evanston and saw comments about safety and what streets are used for—people 8 to 80. She is interested in seeing what the Village does and building a network safe for people walking, biking and other modes of transit.

Brian Pigeon, Northwest Municipal Conference (NWMC), stated that NWMC is a membership organization representing forty-five communities in north to northwest suburbs, of which Wilmette is a member. NWMC has monthly bike and transportation committee meetings, and has designed a bike plan for the entire region in 2010. Mr. Pigeon handles transportation policy and helps municipalities secure federal funding and administer those grants.

Pete Brennan, teacher in Avoca School District, is looking at ways to help

develop safe routes to school by foot and for bicyclist. He is also an avid cyclist. Mr. Brennan stated that he is interested in the abandoned UP train tracks to see if there is movement to turn it into a rails-to-trails program.

Chair Wolf echoed an interest in that and how the trail would help move kids to school at Avoca.

Katie Knapp, Transportation and Mobility Coordinator with the City of Evanston, stated she would like to make sure efforts made for connection between the City and the Village and would like to support in any way.

Nancy Wagner, Outreach Manager with Active Transportation Alliance, applauded the Village for taking steps to enhance bike safety, enjoyment and comfort. She stated that Active Trans has worked on many bike plans throughout the region and can serve as a resource to assist with planning, funding and gaining community support for the Village's efforts.

Chair Wolf inquired about the funding CMAP gave the City of Evanston and if CMAP had given funding for a bike plan.

Mr. Barsotti said the LTA (Local Technical Assistance) program is pretty oversubscribed and cautioned against depending on that along.

Ms. Berger-Raish said that the Village applied for a grant with the call for proposals.

Chair Wolf asked if commissioners had any questions for any of the stakeholders.

Commissioner Norrick inquired about any concerns brought up during the walk audit of Central Avenue.

Chair Wolf summarized what was discussed, including zones defined for dining versus street furniture versus walking, options for reconfiguring curbs, increasing bike parking spaces near businesses, and adding bump-outs near intersections for safer street crossings. Chair Wolf also recapped options discussed such as changing surface/texture can define cross-walks, like near Plaza del Lago, creating less steep railroad crossings at Wilmette Avenue by providing a landing areas, and the possibility of a "road diet" to decrease speeds through down town. An official invitation was included to Central Avenue meeting later in the week.

Commissioner Porter said that the resident letters focused on Wilmette Ave, but that is not the focus of the committee. He reiterated that an expert consultant would be hired to look at it and that the group's charge is much broader than just the Wilmette Avenue stretch between Green Bay Road and Ridge Road.

There was additional discussion about the feasibility of a comprehensive combined plan versus only looking at bicycles.

Mr. Barsotti said that it is common to do both, but he has also seen both ways.

Commissioner Braband expressed caution with combining with a long range transportation plan that bicyclist and pedestrians do not becomes an afterthought compared to high cost road/bridge project. Her desire is to see it done separately so that it is not given adequate attention in the overall planning process.

Commissioner Porter discussed a desire to have an east-west spine in town, but parks and schools off of the center. He stated that it is important to look at how to get from a bike path to various destinations like Centennial Park, Avoca School, etc., not just Wilmette Avenue.

Commissioner Braband stated that an important piece of public comment is the desired lines of where people desire to travel from and to, such as link to parks from down town, Loyola, safe routes to schools, etc.

Chair Wolf echoed that the survey also showed Gillson Park, Edens Plaza and Avoca as desired destinations. Evanston has Divvy bikes now, and lots of people in Evanston ride up to Gillson Park. Chair Wolf asked if having Divvy bikes in Gillson Park would be a logical location because of this?

VII. OCTOBER 5TH ACTIVE WALKING AUDIT RECAP

Chair Wolf recapped the walk audit with Mark Fenton in downtown Wilmette. The audit focused on the walking experience downtown and looked at opportunities for improvement, particularly along Central Avenue during the upcoming street reconstruction project. The audit looked at ways pedestrians, vehicles and bicyclists could interact safely. The tour also highlighted some businesses and schools along Central Avenue.

Chair Wolf mentioned the keynote speech given by Mr. Fenton at the Botanical Gardens on how to enhance active transportation.

VIII. PUBLIC COMMENT

Ken Obel, 221 Linden Avenue – represents Wilmette Citizens for Active Transportation (WCAT). Mr. Obel stated that he appreciates the committee clarifying the purpose. The planning process gives everyone the opportunity to have their voice heard in an organized way and organize thoughts in way to feel heard. He is disappointed to hear that the \$80,000 line item was taken out before the committee could even give their recommendation, as it seems like a worthwhile investment. Mr. Obel brought materials to share that shows the Village can't afford not to do it to accommodate the needs of all, including studies showing the value in active transportation increasing home values, spending in economic center, etc.

Investments in planning can catalyze significant development.

He also brought CMAP program summary from 2016-2020, which includes grant funding for bike planning (Chicago, Aurora, Evanston, and Skokie). Mr. Obel stated the difference is that they have plans and staff with official titles and responsibility of seeking out some of the grant funding.

Mr. Obel's materials also included a summary of biking and the economic impact, and biking and complete streets. He stated that drivers also feel safer with bike enhancement because they know where to expect bikers, walkers, etc. A report from New York was also included that he states shows a decrease in fatalities as improvements are put in. Mr. Obel desires the committee to still make recommendations to the board to make this a priority.

Evanston Bike Club - as stakeholders. He noted they did not see representation from high schools and that he believed it is not good for both elderly to be walking down sidewalks while students are riding down sidewalks. The committee should concentrate on making it where teenagers are able to ride bikes anywhere in Wilmette, including to Gillson Park, the junior high, Loyola, Centennial Park, and New Trier E & New Trier W.

Beth Drucker, 2500 Greenwood Avenue – Ms. Drucker also represents Go Green Wilmette and asked if any options between \$0 and \$80,000 have been discussion that would allow progress to continue to be made, but at a reduced cost?

Rachel Riedl, 1312 Elmwood Avenue – Ms. Riedl works in Evanston and does not believe this is a frivolous use of money. She stated that a Northwestern University student was killed the first week of school, and would like to know what steps can be made to move forward.

Richard Silver, 828 Leyden Ln – Mr. Silver stated that any plan should be for connecting communities and should coordinate bike routes to extend to neighboring communities. He is interested in connectivity like with the Green Bay Trail, the Skokie Valley Trail and the Forest Preserve route, including a connection between trails and the Skokie Trail extended southward.

Shelley Fabrizio, 1735 Wilmette – Ms. Fabrizio is in support of a bike path since she is a walker, but would like to be kept informed. She is in favor, but believes that Wilmette Avenue is not an option because she has no garage and alley, and has to deal with a log to leave her driveway and deal with conflicts.

Kristen Westman, resident – Ms. Westman inquired what problem the committee is trying to solve, and where has the impetus for the bike plan come from.

Chair Wolf stated that the plan is driven not so much by a problem, but an opportunity to enhance active transportation throughout the Village. She believes there has been a misunderstanding because the Advisory Group's purpose is not about Wilmette Avenue, but about enhancing active transportation for the Village.

The impetus has come from a number of sources, including the biking survey conducted and groups such as Go Green and WCAT.

Ms. Berger-Raish stated that not much broad scale advertisement has been done at this point because we are not at the point to hire a consultant and engage the community. When that phase begins, there will be press releases issued to those plugged in to our website and other outlets.

Ms. Westman encouraged engagement of the whole community and a broader transportation focus, which can look at needs for all who are served.

James Egan, 1618 Walnut Avenue – Mr. Egan believes the problem we are addressing is that biking and walking in this town are more awkward, inconvenient and dangerous than it needs to be.

John Daniels, 1611 Wilmette Avenue – Mr. Daniels stated that he provided a letter included in the packet, and asked what is the continuing function of the group in light of funding not being provided in 2017.

Chair Wolf responded that there is a possibility for other funding sources becoming available to do the planning process, such as grants. The committee is only providing the framework for the consultant and identifying the public engagement during the planning process.

Mr. Daniels seconded the suggestion to look at the entire transportation within the Village. Lake Avenue, which is the other east-west thoroughfare, does not permit truck traffic, forcing truck onto Wilmette Avenue. He said there are inadequate cross walks for pedestrians on Wilmette Avenue for children going to school, pedestrians, etc.

Anne Nagle, 1139 Manor Drive – Dr. Nagle is a physician who organized the Active Design Summit. She wishes to promote safe opportunities to walk and bike, and said it is really important to remain healthy by being active according to the U.S. Government. Research shows any trips under a mile should be walked, and trips under 5 miles should be biked. We need to provide safe ways to do that.

Rachel Goodman, 3501 Riverside Drive – Ms. Goodman is with the Avoca School District, and stated that she is involved in active transportation because she sees the rise of obesity rate in children. Most children are being driven to school, and people have to ride on the sidewalks from the west side of Wilmette eastward. She tries to ride her bike to work in Winnetka, and she's surprised how the roads are made for cars and not people and pedestrians. Ms. Goodman wishes the roads to be active and safe.

Michael Lieber, 2035 Hollywood Court – Mr. Lieber lives near Old Glenview Road and Wilmette Avenue. Mr. Lieber stated that the North Branch trail bike trail doesn't come into Wilmette, but it's an absolute gem all the way up to the Botanic Garden

and expanding into the City of Chicago. He asked if the Village is working with Glenview and the Forest Preserve to continue the expansion. It's an opportunity for Wilmette to connect to it where we are blocks away from the trail in Glenview.

Ms. Berger-Raish stated that the Village supports connectivity, but it is premature to make connections without a plan. The Village is working on grants.

David Rankin, 1731 Wilmette – Mr. Rankin inquired about the Skokie Valley Trail, stating that he anticipated many millions of dollars as a capital expense, but didn't see that in the next budget. Is it still there? Even if it's grant-funded, we would still need to maintain rather than watch it fade away. We should seek an additional \$500,000 a year to maintain this capital asset. Mr. Rankin commented that the bigger the scope, the more levels of service addressed, the more we are concerned with congestion and transportation services, the bigger the options to advance the good ideas and increase active transportation. He said all of it works together and encouraged the committee to think it through, think big, and think about the whole system.

Mr. Obel asked what the proper scope/process is, and what are the incremental steps to address the planning process? Wilmette Avenue keeps coming up and is a big concern, and Mr. Obel asked how is public input brought in?

Ms. Berger-Raish advises that all aspects of transportation planning are involved.

IX. OLD BUSINESS – LOCUST ROAD PEDESTRIAN AND BICYCLE AUDIT

Ms. Berger-Raish states that the Locust Road reconstruction project is a federally funded grant project. The limits are from Wilmette Avenue to Lake Avenue. It is available online for public access. CBBEL was asked to put an executive summary together to include basics about the corridor, the limitations, how much roadway is available to use, bike origins and destinations. They looked at a plethora of alternatives and decided what the highest and best use for this project was. The Village is going to sign it as a bikeway, as sharrows (shared bike lanes). Drivers will know to be aware. Locust roads will also have widened sidewalks for riding.

The highest concentration of kids at the Wilmette Junior High location, we are narrowing the roadway so cars need to slow down at the intersection.

We do have a Complete Streets policy, and there's a longer term planning horizon. This project is very important because it's near the Junior High.

We've had a lot of great input, and we'll stay in touch and compile all the information.

X. NEW BUSINESS – CENTRAL AVENUE PUBLIC MEETING INVITATION

Ms. Berger-Raish invited everyone to the Central Avenue Open House on Thursday from 4:00 PM – 7:00 PM. She continued to advise that Central has distinct segments and they vary. We want to hear from all the stakeholders – those who live there, work there, use the Metra, and patronize the downtown. The first step is to speak to as many people as we can, and we'd love to hear the public's vision for Central Avenue.

XI. ADJOURNMENT

Commissioner Porter moved to adjourn the meeting. The motion was seconded by Commissioner Braband. The motion was approved. No further discussion occurred on the motion.

The meeting was thereafter adjourned at 8:45 p.m.

Minutes respectfully prepared by Ms. Danielle Horn, P.E.



ENGINEERING AND PUBLIC WORKS
DEPARTMENT

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Date: December 19, 2017

To: Master Bike and Active Transportation Plan Advisory Group

From: Brigitte Berger-Raish, P.E., Director of Engineering and Public Works
Dan Manis, P.E., Village Engineer
Danielle Horn, P.E., Project Manager

Re: Components of Proposed Master Plan

Recommendation

Master Bike and Active Transportation Plan Advisory Group (BAG) review and discussion of the components of the proposed master plan. Staff is seeking direction to assist in the development of a request for proposals (RFP) for master planning consulting services.

Background

The formation of the BAG was announced in June 2016 and tasked with developing recommendations on a community process and appropriate scope of work for a consultant to prepare a comprehensive bicycle master plan. After meetings in August and November of 2016, BAG activities were temporarily put on hold since funding was not available to complete the master plan in 2017. However, the fiscal year 2018 budget adopted by the Village Board does include \$80,000 for bicycle and active transportation master planning services. Village staff will now work with the BAG to develop a Master Bike and Active Transportation Plan (Master Plan).

Discussion

The next step in the process toward development of the Master Plan is to hire a consultant to complete the plan. This will be accomplished by solicitation of a detailed RFP, evaluation and scoring of submitted proposals, interviews of the top rated consulting teams, and recommendation of a contract award with the top rated team to the Village Board. In order to start drafting the RFP, Village staff proposes reviewing the components of similar master plans completed for area municipalities. Discussion of the desirable contents of these plans will aid the development of the RFP for the Village's Master Plan.

The planning process will involve extensive stakeholder involvement and public engagement efforts that will ultimately determine the goals and benefits of the Master Plan.

Attachment

1. Master Plan Summary

Master Plan Summary

	Arlington Heights	Wheeling	Des Plaines	Highland Park	Glenview	Evanston	Mt. Prospect	Winnetka	Oak Park
Community Size (Population / Area)	75,500 / 16.6 mi ²	38,300 / 8.7 mi ²	58,100 / 14.5 mi ²	29,600 / 12.2 mi ²	47,500 / 14.0 mi ²	74,900 / 7.8 mi ²	54,200 / 10.4 mi ²	12,400 / 3.9 mi ²	51,800 / 4.7 mi ²
Plan Type	Bicycle & Sidewalk Plan	Active Transportation Plan	Active Transportation Plan, Complete Streets Policy and School Travel Plan	Complete Streets Policy & Non-Motorized Transportation Plan	Bicycle & Sidewalk Plan	Bicycle Plan	Bicycle Plan	Bicycle Plan	Bicycle Plan
Budget	\$140,000 - \$180,000	\$80,000	\$90,000	not available	\$24,000	\$20,000 / \$120,000	\$35,000	not available	not available
Plan Date	April '2017 (approval pending)	2013	2011	2012	2007	2003 / 2014 update	2012	2015	2008
Document Size	134 pp.	168 pp.	64 pp.	89 pp.	105 pp.	71 pp.	72 pp.	86 pp.	52 pp.
Plan Contents:									
1	Introduction	Introduction	Introduction	Introduction	Introduction	Introduction	Background & Introduction	Executive Summary	Executive Summary
2	Summary of Existing Conditions	Active Transportation Network	Active Transportation Network	Why Plan for Non-Motorized Transportation?	Existing Conditions	Goal and Objectives	Bicycle Network	Research and Analysis	Introduction
3	Community Outreach Activities	Active Transportation Policy	Policy and Programming	Benefits of Cycling and Walking	Current Regulations and Policies	Current Conditions Analysis	Bicycle-Friendly Policies and Ordinances	Opportunities and Challenges	Public and Agency Involvement
4	Bicycle & Pedestrian Network	Active Transportation Programs	Implementation	Barriers to Biking and Walking	Public Participation	Analysis	Programming	Recommendations	Bikeway Types
5	Policies, Programs, Culture, and Implementation	Implementation		Bike Walk 2030 Process	Bikeway Network Recommendations	Standards, Guidelines and Innovations	Evaluation and Implementation	Implementation Strategy	Building Oak Park's Bicycling Network
6				Types of Cyclists, Pedestrians and Facility Needs	Sidewalk Network Recommendations	Community Engagement			Safety and Encouragement Programs
7				Highland Park's Transportation System	Implementation Strategy	Findings			Evaluation and Implementation
8				Proposed Bicycle and Pedestrian Facilities		Project Recommendations			
9				Policy and Plan Recommendations		Comfortable Corridors			
10				Recommendations and Implementation		Policy and Program Recommendations			
11				Key Elements of Plan Implementation		Implementation and Funding Strategy			
Appendices		Appendices: Existing Conditions, Design Guidance, Funding Sources, Policy Resources, Programming Resources, Sidewalk Installation & Prioritization Policy	Appendices: Public Engagement Summary, Existing Conditions Maps, Ped and Bike Facilities Guidance, Funding Resources, Municipal Policy Resources, Programming Resources, Bike Parking Report	Appendices: Prelim Cost Estimates, Funding Sources, Previous City Plans and Policies, Greenways Plan Information, Community Survey Results	Appendices: Public Comments	Appendices: Bike Counts, Community Engagement Summary	Appendices: Projected Energy Savings, Community Bike Network Maps, Funding Resources, Pedestrian and Bike Facilities Guidance, Sample Ordinances, Sample Complete Streets Policy, Crash Map, Bike Plan Task Force	Appendices: Funding Matrix, Community Bike Network Maps, E-W Connector Trail Options, Public Meeting Comments, Maps, Community Survey Results, Council Meeting Minutes	Appendices: Bike Plan Advisory Committee, Proposed Bike Network Alternatives Map, Sample Complete Streets Policy, Cambridge Bike Parking Guide, Facility Implementation Schedule, Facility Cost Estimates, Safety & Education Program Implementation Schedule & Cost Estimates
Prepared By	CMAP	ATA / TranSystems	ATA	Village Engineering / Residents	T.Y.Lin Int'l	T.Y. Lin Int'l	ATA / Sam Schwartz Engineering	Hitchcock Design Group	T.Y.Lin Int'l / Chicago Bicycle Federation