



1200 Wilmette Avenue
WILMETTE, ILLINOIS 60091-0040

MEETING MINUTES

MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE BOARD

**THURSDAY, NOVEMBER 20, 2014
8:30 A.M.
TRAINING ROOM OF VILLAGE HALL**

Members Present: Trustee Julie Wolf, Chair
Trustee Alan Swanson
Trustee Cameron Krueger

Members Absent: None

Staff Present: Brigitte Berger, P.E., Director of Engineering Services
Jorge Cruz, Assistant Director of Engineering Services
Dan Manis, Civil Engineer

Guests: Tim Perry, 1433 Forest Avenue
Beth Drucker, 2500 Greenwood
Susan Barton, 618 5th Street
Piper Rothschild, 1046 Elmwood
Ken Obel, 221 Linden
Jim Blomberg, 1040 Chestnut
Jefferson Rogers, 1023 ½ Linden Avenue

I. CALL TO ORDER.

Trustee Julie Wolf, Chair, called the meeting to order at 8:30 a.m. Committee members Trustees Swanson and Krueger were present.

II. APPROVAL OF MINUTES; MUNICIPAL SERVICES COMMITTEE MEETING OF OCTOBER 8, 2014.

Trustee Wolf directed the Committee’s attention to the draft minutes of the Municipal Services Committee meeting of October 8, 2014.

Trustee Swanson moved that the Committee approve the minutes. The motion was seconded by Trustee Krueger and approved by unanimous voice vote. **The motion carried.**

III. DISCUSSION OF COMPLETE STREETS POLICY

Director of Engineering Services Brigitte Berger said that at the April 22, 2014 Village Board meeting, representatives from Wilmette Citizens for Active Transportation gave a presentation outlining their goals. At President Bielinski's request the Municipal Services Committee was asked to meet with the group and discuss their goals, specifically the passage of a Complete Streets Ordinance. Mr. Ken Obel prepared a draft ordinance for the Village's consideration. Staff reviewed the ordinance and has several concerns:

- An Ordinance is a legal binding document that strictly commits the Village to its terms and conditions. Staff believes a policy which outlines similar goals and objectives will better serve the Village now and in the future.
- The Comprehensive Plan is the primary planning document for the Village. The Plan already outlines pedestrian and transit-friendly policies related to transportation, land use and municipal infrastructure.
- The Ordinance commits future Village Boards to mandatory capital and infrastructure costs, which may or may not be feasible given other budget priorities.
- The procedural and design requirements outlined in the ordinance will increase staff's workload and engineering fees for those projects which utilize engineering consultants.

Ms. Berger said as an alternative to the proposed Ordinance, staff recommends adopting a Complete Street Policy that supports the same goals but adds flexibility to the implementation of the Complete Street principals. She noted that many of the goals and objectives referenced in the policy are practices already in place.

Trustee Wolf said she understands that there is not a bike plan in place but there is a bike map for the Village of Wilmette. She would like to see a bike plan where the guidelines are written out and pedestrian walkways identified. She said there are many different types of bike groups and there should be some type of guidelines. She also noted that there are grants available.

Ms. Berger said the cost of hiring a consultant to do a bike plan for the Village is

in the range of \$50,000.

Trustee Krueger said he sees there is support for a policy and believes there is strong support from the Village Board for commuter friendly transportation. He would like to do something proactive for an active transportation plan, and he would favor a policy over an ordinance.

Trustee Swanson said he is in favor of the concept as he is a walker. He said on the positive side, the Village is already doing some of what the proposed ordinance suggests.

Trustee Wolf asked if there was anyone who would like to address the Committee.

Tim Perry said they would like to have a commitment from the Village for a policy or an ordinance to be able to apply for grants. They would prefer to have an ordinance to be able to get the maximum benefit from grant money.

Trustee Krueger asked who the League of American Bicyclists is that has been mentioned by Mr. Perry.

Mr. Perry said they are a not-for-profit agency and there are a variety of other similar groups that work with local municipalities to promote bike lanes and help apply for grants.

Trustee Wolf said she is curious of CMAP's role in the complete streets proposal.

Ms. Berger said she works with CMAP in the federal highway planning. She said CMAP has not been involved in the bike path as they do not fund any of the Phase One funding of a project. She said Illinois Transportation Enhancement funds a lot of bike projects.

Trustee Swanson said CMAP might have a staff resource person that could answer questions regarding bike paths. He said he would be interested in finding out if the Village spends money to invest in a plan, would they be able to then receive funding for specific projects.

Trustee Krueger said he agrees with Trustee Swanson's point that if we spend money for a plan, would we then be able to receive money for projects. He would like to have Corporation Counsel review the policy and or ordinance proposed.

Ms. Berger said the written policy is just documenting the Village's current practices. She will review the policy with the Village Manager and Corporation

Counsel.

Trustee Krueger said he is more comfortable with a policy that gives guidance and direction rather than an ordinance that might force the Village to do something they would not be comfortable with or may not be able to afford at a certain time.

Trustees Swanson and Wolf said they agree with adopting a policy at this time as it could be amended at a future date if needed.

Trustee Krueger said he had a few suggestions for the proposed policy. In the policy where it talks about federal and state funding sources, he asked if the County could also be included. He also suggested changing the last sentence in the policy from “The Village **will** take advantage of available educational and training opportunities for its staff to improve proficiency in Complete Street practices” to “The Village **may** take advantage of available educational and training opportunities for its staff to improve proficiency in Complete Street practices”.

Ms. Barton said the schools are looking for the best established safe bicycle routes for students to ride to and from school. The schools are working with students and parents to encourage walking and riding bicycles to school.

Trustee Wolf said there was consensus among the Committee to recommend adopting a complete street policy after it has been reviewed by Corporation Counsel.

IV. DISCUSSION OF DRAFT CROSSWALK POLICY

Ms. Berger said over the past several years, the Transportation Commission has taken steps toward evaluating the effectiveness of pedestrian safety enhancements at unprotected crosswalks. Unprotected crosswalks are pedestrian crossings not protected with a traffic signal, stop sign or yield sign.

Police Chief Brian King reviewed the traffic consultant’s report prepared by Traffic Analysis and Design, Inc. (TADI) presented to the Committee. He noted that the Illinois Vehicle Code does not require cars to stop at a pedestrian crossing unless the pedestrian is already in the cross walk.

Ms. Berger said the proposed policy presented to the Committee is intended to provide staff with defined standard procedure for evaluating where to install crosswalks and safety enhancements.

Trustee Krueger said he objects to sign R1-5b in general as he believes the sign is incredibly confusing and would like to discourage use of the sign in the Village. He would also like to discourage use of the little red flags that he has seen used in neighboring communities. He does not have an issue with the proposed policy for pedestrian crosswalks.

Trustee Swanson said he suspects that over a period of time that there will be improvements to sign R1-5b. He also supports the proposed policy for pedestrian crosswalks.

Trustee Wolf said she concurs with her fellow Trustees comments.

Trustee Krueger moved to adopt the Pedestrian Crosswalks policy, seconded by Trustee Swanson. Voting yes: Trustees Swanson, Krueger and Wolf. Voting no: none. The motion carried.

V. NEW BUSINESS

Ms. Berger said the West Park Project is moving along well and is on schedule for Phase 1 being completed.

VI. ADJOURNMENT

Trustee Wolf asked for a motion to adjourn. Trustee Swanson moved to adjourn the meeting. The motion was seconded by Trustee Krueger. No further discussion occurred on the motion. Voting yes: Trustee Wolf, Trustee Swanson and Trustee Krueger. Voting no: none. **The motion carried.**

The meeting was thereafter adjourned.

Minutes Respectfully Prepared by Barbara Hirsch.