



1200 Wilmette Avenue  
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**MEETING MINUTES**

**TRANSPORTATION COMMISSION**

**TUESDAY, FEBRUARY 18, 2020  
7:00 P.M.  
COUNCIL CHAMBERS OF VILLAGE HALL**

Members Present:

Commissioner Issac Gaetz  
Commissioner Benjamin Schmitt  
Commissioner Randall Tyner  
Commissioner Jill Hayes (Chair pro tem)  
Commissioner Andrew Levy

Members Absent:

Chair Libby Braband  
Commissioner Nathan Kebede

Staff Present:

Brigitte Berger-Raish, P.E., Dir of Eng and Public Works  
Dan Manis, P.E., Village Engineer  
Danielle Horn, P.E., Project Manager  
Kyle Murphy, Police Chief

Guests Present:

Preston Levy, 2403 Iroquois  
Ian Hinchliffe, 406 16<sup>TH</sup>  
Tim Perry, 1433 Forest  
Annie Finnegan, 930 Oakwood  
George Pearce, 1114 Forest  
Piper Rothschild, 1046 Elmwood  
Ryan Kennedy, 1336 Thornwood  
Anne Nagle, 1139 Manor  
Nancy Perry, 1433 Forest  
Joel Feinstein, 407 West Wilshire  
Michael Shane, 1523 Wilmette  
Kenneth Obel, 221 Linden  
Sarah Titterton, 1700 Forest

Mary Fausone, 1100 Elmwood  
Ryrie Pellaton, 1115 Lake  
Rachel Goodman, 3501 Riverside  
Joshua Mark, 1215 Washington  
Bryan Abbott, 2032 Lake  
Jeff Axelrod, 631 Central

## **I. CALL TO ORDER.**

Ms. Berger-Raish, Director of Engineering and Public Works, called the meeting to order at 7:00 p.m. and took role of the Commissioners.

Ms. Berger-Raish asked for a nomination for a Chair pro-tem. Commissioner Hayes was nominated by Commissioner Gaetz and seconded by Commissioner Levy. The motion passed by unanimous voice vote.

## **II. APPROVAL OF MINUTES OF THE OCTOBER 1, 2019 TRANSPORTATION COMMISSION MEETING**

Chair Hayes directed the Commission's attention to the draft minutes of the Transportation Commission meeting of October 1, 2019.

Commissioner Levy moved to approve the minutes. The motion was seconded by Commissioner Tyner. There were no changes noted to the minutes. **The motion was approved by a unanimous voice vote.**

## **III. PRESENTATION AND APPROVAL OF THE VILLAGE OF WILMETTE'S MASTER BIKE AND ACTIVE TRANSPORTATION PLAN**

Village Engineer, Dan Manis introduced the item. Mr. Manis listed the options of approving or not approving the plan to the commissioners.

The consulting team was introduced, which consists of Jacqueline Henrickson with CivilTech and Heather Shady with Active Transportation Alliance (ATA).

Ms. Shady began the presentation with an overview. The plan is a long-term, high-level vision for the community. The consulting team took a holistic approach to transportation options. The goal is to create a walking and biking friendly community, and the plan provides options and recommendations to the Village. Ms. Shady emphasized that this is not an engineering study, but a fluid document that will change as the Village investigates recommendations and understands the conditions.

Ms. Shady cited studies to show how communities benefit from having a bike transportation plan. Having a bike plan will result in a healthier community. Bike friendly communities support their local businesses more often and result in safer streets. Wilmette had a bike plan in the nineties. The new plan looked at more modern options for transportation. Transportation has changed due to recent bike

sharing and ride sharing services and an increase in walking, biking, and public transportation. This plan can be an actionable roadmap for the Village. It can provide steps for implementation as well as for receiving outside funding.

Ms. Shady reviewed the public engagement process that led to the plan. The consulting team was at Summerfest, held two open houses, held several focus groups with local stakeholders, hosted in-person office hours with individuals, and allowed comments on their project website. Initially, they identified areas of concern in the community. They heard that Wilmette should be multi-mobile, context sensitive, safer, people-focused, accessible, and connected. They reviewed existing data sets, considered Village policies, and explored the Village on bike. After developing an initial plan, they revised it based on community feedback. They received support for the Edens overpass recommendations, and they also heard concerns in areas that had recommended routes. Ms. Shady presented the revised bike plan map.

Ms. Jacque Henrickson showed a map that displayed the overarching goals of the plan. One goal was an eight to eighty network. This network is for every age and mobility to allow them to get to various destinations. They also aimed for a high comfort level network.

Ms. Henrickson explained each of the facility types that the plan envisions. A road diet would be recommended for a portion of Wilmette Avenue. Some of the curb to curb width would be reallocated for different facilities. The temporary parking lanes could be used for buffered bike lanes and a permanent parking lane. Some routes offered an opportunity for bike lanes, but more study would be needed. The team also recommended wayfinding signage.

Ms. Henrickson expounded on intersection typologies and the design recommendations to make them safer. Pedestrian crossings at intersections were also considered. The team heard concerns about major signalized intersections and small intersections with no signage.

Ms. Henrickson explained the ideas that are being considered for the Edens overpasses or underpasses. Ms. Henrickson summarized additional sections of the plan.

Chair Hayes asked if they had a target spacing for routes in mind when looking at the plan and whether a specific distance played into where they recommended routes.

Ms. Henrickson explained how they approached spacing. She said the goal was to connect different parts of the community through the East-West and North-South routes so that if the network was built out, everyone would be a reasonable distance away from a safe and convenient facility. Every roadway was looked at, but some had spacing restrictions. They also used community input to determine where people wanted bike routes.

Chair Hayes asked how brick streets played into the recommendations and whether bike routes were on any brick streets.

Jacque Henrickson stated that brick roads were considered, and it was one of the restrictions. The team avoided recommending bike routes on brick streets based on feedback from residents.

Commissioner Levy stated that the guiding principles seem more important at this point than the specifics. He applauded the focus on safety, efficiency, etc. because it will guide them as they think about the plan. The vision statement mentioned some of these details, but not others such as sustainability and comfort. Commissioner Levy inquired about the scoring, how different items were weighted, and how it connects to the vision statement. He stated that there should be a unified thought and a consistent framework to guide these decisions. He mentioned that scoring should support the vision statement and asked for clarification on it.

Ms. Henrickson said that the scoring for the implementation section is provided in charts which show how items were rated, either low, medium, or high. Additional conversation ensued to clarify the scoring, including the weight and prioritization.

Ms. Henrickson explained that they have an individual score for each of the five categories and within the five scores, everything is weighted equally. The categories are 1) overall network connectivity, 2) interagency coordination, 3) safety, 4) cost, and 5) destinations (schools, library, downtown, Metra and CTA, trails, etc.). Each category has subcategories. Ms. Henrickson explained how these scores can guide the next steps.

Now that the commissioners have the plan, they can determine what to implement based on what categories they prioritize. If the priority is cost, they can use the low-cost recommendations. They can also have different focuses for grants, like safety or community development, and the scoring would be good support documentation for applying for specific grants.

Commissioner Levy asked what the decision was to not include context sensitivity as scoring criteria.

Ms. Henrickson answered that community context is more subjective and corridor specific, whereas the chosen categories have data to justify their scores. Also, the vision statement is based on community feedback and not connected to the data driven implementation plan.

Commissioner Levy asked what the use of the vision statement is going forward.

Ms. Henrickson explained that the vision statement helped them develop the recommendations and understand the community's vision for the plan.

Ms. Shady added that context sensitivity was considered in their recommendations. They have an impact matrix for every route considered that evaluates each corridor based on criteria on “Considering Impacts and Tradeoffs” slide. These evaluations tie in more closely to the plan visions.

Chair Hayes agreed that context sensitivity should be considered during plan development, not implementation.

Commissioner Gaetz asked what the general process for the decision making was before then.

Ms. Henrickson responded that the first step was community engagement. They heard from the community where there were safety concerns, where they wanted to bike, or where they are already biking. She stated that the residents are the experts of the community. Next, they looked at the existing geometry of the roadway, the available parking, where there is space for bike facilities, and where there are sidewalk gaps. They also considered which roadways provided the most connectivity. For an east-west bike route, they determined where there are already traffic signals to facilitate crossings.

Commissioner Levy asked what the barriers mentioned in the vision statement are referring to.

Ms. Henrickson answered that they considered where the residents have had challenges getting to their destinations. Discussion followed regarding barriers and the reality of eliminating all barriers.

Commissioner Levy commented that the plan’s purposes such as comfort, safety, sustainability, and efficiency are not represented in the vision.

Chair Hayes asked if the vision statement was vetted.

Ms. Henrickson answered that all the words from the vision statement and the overarching ideas came from the first open house. They then drafted a vision statement and presented it at the second open house. In the second open house, people came with more specific thoughts and so there was more of a focus on the recommendations. They did not receive comments on changing the vision statement at the second open house.

Commissioner Schmitt asked how the plan makes it easier for the pedestrians to cross intersections. There is a lot in the plan about bike lanes and routes, but how are the pedestrians being addressed?

Ms. Henrickson answered that they would be recommending curb extensions, pedestrian refuge islands, signal enhancements, high visibility crosswalks, and rectangular rapid flashing beacons. All the intersection typologies include elements for pedestrians. They typically design to the most vulnerable user of

the roadway, which are pedestrians. There is a section of the plan on specific pedestrian improvements on page 60.

Ms. Berger-Raish explained that the plan is a roadmap for future buildout of bike and pedestrian improvements in Wilmette. The document that the commission is being asked to vote on is the one on the website and has been vetted through community engagement. The next step is for it to go to the Village Board for adoption and it becomes a living document that staff would use when developing the Capital Improvement Program (CIP). It will also be used to develop the budget and guide the grant writing. When there is an overlap with the recommendations that come out of the bike plan and the existing CIP projects, they can incorporate the two.

Commissioner Schmitt asked if it is up to the staff to manage how often to bring the plan back to the committee.

Ms. Berger-Raish answered that it is up to the staff for the recommendations that have multiple options. There are key roadways that require more engineering study, so they would bring those corridors back to the commission for review. It is up to the commission if they wanted certain processes to go through them.

Commissioner Gaetz asked if they approve the plan tonight, is there another opportunity to implement comments like those received in the package.

Ms. Berger-Raish responded that the purpose of providing the commission with the public comments to which Commissioner Gaetz is referring is to help guide their decision to approve the plan. The commission has the opportunity tonight to make changes suggested in the comments.

Commissioner Gaetz asked what information was received from residents in areas of the west side that have streets with no sidewalks. He wonders if the residents requested sidewalks or not.

Ms. Berger-Raish answered that there is already a sidewalk policy in place. Residents anywhere in the Village can petition the Village Board for sidewalks. There is a process that includes a survey of everyone who lives on the block.

Mr. Manis added that the threshold is 67% for it to be taken to the Municipal Services Committee for funding consideration.

Ms. Henrickson clarified that this plan did not do comprehensive sidewalk review and assessment of the community.

Ms. Berger-Raish added that if the Village Board approves the plan, they approve the bike routes. It ultimately comes down to building it, and the Village Board is in control of the budget. Additional discussion continued regarding implementation of the plan.

Chair Hayes asked if something such as resurfacing and marking Greenleaf would come through the commission again.

Ms. Berger-Raish answered that staff will correspond with impacted residents regarding bike plan implementation to offer an opportunity to make comments. If there is concern over the recommendations, staff would suggest the Commission review the issue.

Commissioner Levy questioned if bike share programs had been considered.

Ms. Berger-Raish responded that bike share programs had been looked at on a high level, but they were not considered because of the high cost associated with it.

Commissioner Levy requested that it be included in the plan but deprioritized. Bike share programs have been proven to encourage sustainable activities. Chair Hayes requested that they acknowledge bike sharing in some way in the document so that it is evident it was not overlooked.

She expressed that having a plan is an important step for the Village. If the commission gets hung up on little things and does not approve it, it would hurt them getting federal funding and stop them from implementing ideas that the residents like. She supported potentially adding some revisions, but not holding up the whole plan.

Ms. Berger-Raish clarified that the Capital Improvement Program will have a section on bike planning.

Commissioner Levy asked if there is a formula for how many bike racks are put in. He thought they should consider the aesthetic aspect of the bike racks.

Ms. Henrickson said the Association of Pedestrian and Bicycle Professionals does have a formula. The aesthetic is great from a streetscaping perspective, and it is up to the community.

Mr. Manis added that last summer they went through a process to develop a custom bike rack for the Village through a donation from the Rotary Club of Wilmette Harbor in coordination with Go Green Wilmette and Bike Wilmette. A series of design options were presented, and ultimately a U rack with "Wilmette" across the center was chosen. Village staff installed about thirty racks with an interactive map on the website to show where they are located.

Commissioner Levy brought up that there was a recommendation for long-term storage for bikes and asked if a need for this was expressed by the community.

Ms. Henrickson responded that they heard about a need for storage at the Metra Station. There were also requests for covered parking for those who bike in the winter. She also clarified that full day parking is considered long-term.

Commissioner Levy pointed out the lack of facilities planned on Hunter despite the number of kids who use it for school. Ms. Henrickson explained that it was likely due to community engagement or the fact that they might not have seen an issue in the crash data.

Commissioner Tyner asked for clarification on what is being voted on. They are not implementing the plan but voting on the recommendations so it can become a living document.

Commissioner Schmitt asked if they can continue to receive feedback.

Commissioner Gaetz stated that he feels the commission is locking itself in, so they are not able to change the streets that the routes are on later. He expressed concern with Wilmette Avenue.

Ms. Berger-Raish responded that this is the opportunity to discuss major routes.

Commissioner Gaetz expressed concerns with the routing and asked why specific routes appeared to be skipped.

Chair Hayes expressed the need to move onto the public comment portion. She asked for a walkthrough of the plan for Wilmette Ave and east-west connectivity.

Ms. Henrickson listed the streets that would provide an east-west route: Greenleaf Ave, Lake Ave, Highland Ave, Washington Ave, and an existing park. Pavement markings and wayfinding signage would guide cyclists. Available pavement width, parking, and brick streets presented a challenge.

Michael Shane, 1523 Wilmette Avenue, noted that the vision statement discusses safety and said that needs to be a focus. He stated Wilmette Avenue is extremely unsafe. He has talked to three crossing guards who have quit. There is a school in the area and lots of children, so safety is very important.

Ian Hinchliffe, 406 16<sup>TH</sup> Street, brought up that it took him 3.5 min to make a left turn on Wilmette Avenue, and he often needs to take a right to go west. He is all for opening up and being sustainable. We live in climate challenged city. Mr Hinchliffe said we should take national ideas and regionalize, realize where we are, consider snow, potholes, and safety. Safety is the biggest piece of it.

Annie Finnegan, 930 Oakwood Avenue, is 54 and she is becoming a bicyclist because she cares about climate change. She believes this is a trend for everyone to get on. This is a community with a lot of kids, and they will grow up in this environment. We have already seen effects on our own Lakefront. It is important to bike. She likes green paint on streets because it flags the whole Village as bikefriendly. We need bike lanes visible so cyclists know they can get around and cars can be aware of bicyclists. If routes are on Highland Avenue,

people won't use it because they won't see it. Everyone walks on Wilmette Avenue; people will use it.

Ms. Finnegan expressed a need for trees on Green Bay Road to make it more welcoming and because it's good for CO<sub>2</sub>. She hopes more money will be put towards fighting climate change. She asked if there needs to be concrete for bump outs, or can it be surface change and cones?

She also suggested bike lanes into and out of parking lots at the rec center, beach, or more. Ms. Finnegan mentioned that the map for the business district seems to go around it, not in it. The document comes from a consensus, so we should honor the consensus and implement it.

George Pearce, 1114 Forest Avenue, noted that the Green Bay time for walk light is approximately 5 seconds, which is easily missed if you're not paying attention. He realizes UP is involved and other players. He crosses Lake Avenue walking quite a bit, at 12<sup>TH</sup> or 11<sup>TH</sup> Street, as do a lot of people. There's confusion when it comes to crosswalks. Cars don't always stop for pedestrians in the crosswalks. There needs to be an education aspect in plan for pedestrians and drivers.

Ken Obel, 221 Linden Avenue, stated that he shares the spirit of the vision and thinks it is important to the Village. There is a section of Wilmette Avenue that is a hole. Have we overlooked the gaps because they're too contentious in the community? Mr. Obel asked if there a place in the future to say something should be a priority at some point or should be revisited? Wilmette Avenue is one of those locations.

Downtown is another gap that needs to be discussed. It is suffering and we need a plan for it. Mr. Obel feels like we are missing an opportunity, and there needs to be a unified plan.

Illinois Road is a good route for the Highcrest area. It is north-south and east-west since it is diagonal. Is there something we can say now for the future about that section? He is strongly in favor of the passage of the plan and would like to leave it open to address in the future.

Bryan Abbot, 2032 Lake Avenue, is a Park District Commissioner. He has been a bicyclist since age 5. He has watched Chicago become more bike friendly. He loves the plan, and he loves riding his bike around town. The plan reduces traffic and wear on roads. He sits on the Lake Front committee. They are in phase 2 of the Gillson Park plan which will look at roads, sidewalks and bike paths within Gillson Park. Mr. Abbot noted there may be opportunity to increase connectivity in the future.

Jeff Axelrod, 631 Central Avenue, made a formal plea for bike sharing in the plan. Bike Wilmette has been requesting this for several years. Mr. Axelrod feels

that the sidewalk policy is anti-sidewalks when it requires 2/3 of residents on a street to approve it even though it benefits the community at large. He agreed with bike rack aesthetics being important, especially in historic districts.

Mr. Axelrod stated that Wilmette applied for grant a few years ago for \$3.5 million to reconstruct Central Avenue, which was supposed to bike accommodations, but it has not. He welcomes bike facilities on Central Avenue and would like bike facilities along Central to allow passage to downtown. Greenleaf Avenue ends at a golf course, while Central goes all the way to Sheridan. Mr. Axelrod feels this is reasoning to have bike path on Central. He encouraged them to work with Park District and connectivity to Gillson Park. He does not want to see the plan delayed. He recommends working with the Park District to determine how to route bikes to one of the largest destinations in town. His hope is that with the plan, the Village will take road maintenance more seriously and adequately fund it.

Anne Nagle, 1139 Manor Drive, and Rachel Goodman, 3501 Riverside Drive, both live in West Wilmette, and had some similar challenges getting to downtown. They applied for Safe Routes to Schools grant with IDOT to do Safe Routes mapping in Avoca 37 School District. They were awarded the grant. Sherwood Road is the only way into Avoca, but it has no sidewalks. The neighbors petitioned for sidewalks and lost by one vote. They wrote the board to say it should be an exception. Ms. Nagle suggested looking at stakeholders and community needs in addition to residents. They support the plan.

Ms. Goodman would like to mention Wilmette Avenue to be reconsidered for the future. They live in west Wilmette and would like to reach the beach, downtown, the library, etc. Ms. Goodman bought an E-bike, and will be riding on the street because sidewalks are dangerous. When Skokie Valley trail is completed, people from the east will travel west.

Ryrie Pellaton, 1115 Lake Avenue, is a former Park District Commissioner and former chair of the Civics and Safety Committee in the Village wide PTA. He has some insight about things like crossing guards. None of the crossing guards have quit for safety reasons. Most worked 10-20 years for police department and love the community. They have been reassigned occasionally. Mr. Pellaton knows they are still working for the Police Department.

The Village has no purview over bike racks at schools, District 39 does. They determine quantity and funding, so must be done through each individual school/principal. The principals must make requests for it to be in their budgets. This is a good first step for an ongoing transportation planning process. He supports the plan because without it, roadways will be rebuilt without any accommodations for pedestrians or bikes.

Lake Avenue and Wilmette Avenue at 11<sup>TH</sup> or 12<sup>TH</sup> Street needs to be done. It is a mess for cars, bikes and pedestrians. East-west connections are huge and important because of the shape of Wilmette.

Michael Shane, 1523 Wilmette Avenue, added that residents in his area aren't against bikes there, but are passionate about improving safety. He agrees that there is a need for an east-west route, but it is not safe to add bikes on Wilmette Avenue in its current state. Something to slow traffic is needed like more signage or stop lights. The biggest concern is that there is an elementary school in the area. He is not against bikes coming through or east-west connectivity, but safety must be addressed.

Ms. Berger-Raish responded to Mr. Pearce's comments about crosswalks by stating that the Village has the ability right now to add signage that makes the crosswalk more visible to drivers. She addressed the comments about the road conditions in Wilmette. Roads are a high priority for the Village Board. In 2020, the budget shows an increase in the amount of money for roads. There is also restructuring of the budget to increase road program funding.

Mr. Manis reviewed the possible options for the Commissioners: The options are to approve the plan as is, discuss revisions to the plan and approve it with those revisions, or choose not to approve the plan and seek additional information.

Chair Hayes stated that the board is not comfortable with adopting the plan as is and wants to see revisions. She added that a section on bike sharing should be included. It should be considered even if it was in the future. She stated that the plan needs to elaborate on implementation, such as what happens next, who gets notified, etc. She also requested a statement be added at the beginning to clarify the frequency of revisits and review of the plan for applicability. There could be a staff level review or opportunity for public comment that helps keep the plan dynamic. She also noted there are some gaps in the plan such as the Central Business District.

Ms. Berger-Raish clarified that there is a Master Plan for downtown that is not referenced. There is also the Central Avenue and Streetscape Phase 1 federal document, which guided most decisions for what's happening in the downtown.

Commissioner Gaetz brought up that there is logic to having a route on Central Avenue. That road is being redone. He would like a route on Greenleaf because he lives there, but Central should also be considered.

Ms. Berger-Raish said that the Central Avenue project was vetted through Municipal Services Committee and the Village Board. It must go through the federal process of Phase 1 feasibility. When they submitted the application, the Village did not know what the road would look like. The aspiration was that bike lanes might be a part of it. The whole process of Phase 1 is to study and see what it means to implement the proposed plan. Bike accommodations would limit parking. There was a strong opinion by residents to keep parking because it is utilized. The Municipal Services Committee voted to preserve the on-street parking.

Chair Hayes added that the sidewalk policy comments are not on the agenda.

Ms. Berger-Raish commented that they received one petition many years ago for a sidewalk gap on Illinois Road near Marie Murphy. While the petition did not pass, anyone is welcome to submit a request if they desire a change on Illinois Road.

Commissioner Gaetz would like to get input on what the first bike boulevard they put in would look like regarding the pavement markings. The wayfinding and other things are critical to help people know about this system and use it. There was additional discussion on intersections and markings. Commissioner Schmitt asked if people would obey the posted signs and how marking interacted with stop signs.

Ms. Shady answered that there is no data to show compliance, so there isn't a recommendation for how to get people to stop at intersections. The same is true for drivers. It would be beneficial to the Village to start an education campaign, so people are aware of their rights and responsibilities.

Commissioner Schmitt asked if there is a way to memorialize ongoing pedestrian safety as the plan is rolled out. The intersections seem most ambiguous in the plan. It is the most unclear thing as to how it will be implemented.

Ms. Berger-Raish responded that they would have to study each one. The public education component is important and something they should include in the plan.

Commissioner Levy wanted clarification that the scores are evenly weighted and requested that we add something on Hunter in the plan. Chair Hayes agreed that Hunter is something the team should revisit. There looks to be more of an east-west focus, but Hunter should be looked at because there is a lot of foot traffic.

Mr. Manis added that Hunter is a high-volume street. Hunter is a narrower street than Locust with has parking on both sides of the street. There have been previous speeding concerns on Hunter and traffic calming was implemented. Traffic calming consisted of pavement marking lines. School kids are using the sidewalks on Hunter, and it would be difficult to implement bike lanes with the narrow width.

Commissioner Levy asked if there was a way to widen the sidewalks due to the many kids that use them, or could it be an option for a side path.

Mr. Manis answered that side path options are limited in Wilmette because of the mature parkway trees. All intersections on Hunter are identified for intersection treatments. The stormwater project will impact Hunter, and the Village will look at treatments as they implement these projects.

Ms. Berger-Raish added that they have a Complete Streets Ordinance in place which captures much of what was talked about tonight. The ordinance is utilized

when we look at Road and Capital Projects.

Commissioner Gaetz inquired about how closely they are working with the Park District. Ms. Berger-Raish clarified that the Parks District is their own government body, but they communicate regularly with each other. They will be sharing their plan. She also mentioned that Lake Avenue and Wilmette Avenue at 11<sup>TH</sup> Street might be an opportunity for a roundabout.

Chair Hayes documented 6 or 7 revisions and asked if the commission was comfortable motioning to approve these revisions or make the revisions and bring them back. She suggested a timeframe to make the revisions before coming back to the commission so as not to delay the plan. Chair Hayes offered the team a month before they reconvene, which was agreed upon by the design team.

Chair Hayes restated the revisions the commission is looking to have made: Document the review of bike share; document steps for implementation of plan recommendations; add section about frequency of revisiting the plan by staff (Ms. Berger-Raish suggested to do it annually in May with the CIP plan and it can guide the 5-yr plan); add a reference to downtown master plan or comprehensive plan; elaborate on what is done for the education campaign; clarify weighting of priority criteria; evaluate Hunter as an option; and identify any other potential changes as a result of the public comments.

Commissioner Gaetz clarified that when the plan is brought back, the commission would have a chance to incorporate their thoughts into the plan. Those revisions could be approved that day.

Commissioner Levy added a revision to clarify vision statement for evaluating future proposals.

Commissioner Schmitt anticipated approval after reviewing the changes made. Inquired about the time frame for when revision should be made.

Chair Hayes suggested 1.5 weeks and the team should highlight changes.

No motion was given to approve, as the commission will review revisions in a month.

Mr. Manis stated that the next meeting will be posted on the Village website and E-news.

#### **IV. PUBLIC COMMENT**

A resident of Wilmette asked if the Central Avenue plans contain details on bikes and pedestrians. Ms. Berger-Raish answered that they are not that detailed, but planning level only.

## V. OLD BUSINESS

Mr. Manis gave an update on traffic calming speed zone signs. Four were purchased and installed in stealth mode to collect data and will be activated next week.

Mr. Manis also mentioned the traffic calming in the Kenilworth Gardens neighborhood. They recently received a proposal from a consultant to review the neighborhood for traffic calming measures. He will present the study at a later meeting this year with the crossing guard meeting.

Locust Road construction is completed except for rapid flashing beacons. There are some manufacturing issues. Those are expected to be installed later this month.

Mr. Manis brought up that they are monitoring Northwestern's use of Welsh-Ryan Arena. There have been concerns from Wilmette and Evanston residents about the impacts of special events. They will monitor the University's special use permits.

Finally, the crossing guard meeting is expected for May.

## VI. NEW BUSINESS

There was no new business.

## VII. ADJOURNMENT

Commissioner Schmitt moved to adjourn the meeting. The motion was seconded by Commissioner Gaetz and approved by unanimous voice vote. **The motion carried.** No further discussion occurred on the motion.

The meeting was thereafter adjourned at 9:44 p.m.

Minutes Respectfully Prepared by D. Horn