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**MEETING MINUTES**

**TRANSPORTATION COMMISSION**

**THURSDAY, SEPTEMBER 27, 2018**

**7:00 P.M.**

**SECOND FLOOR TRAINING ROOM OF VILLAGE HALL**

**Members Present:**

Chairman Pat Lilly  
Commissioner Susan Barton  
Commissioner Libby Braband  
Commissioner Isaac Gaetz  
Commissioner Jill Hayes  
Commissioner Benjamin Schmitt

**Members Absent:**

Commissioner Peter Barrow

**Staff Present:**

Brigitte Berger-Raish, P.E., Public Works Director  
Dan Manis, P.E., Village Engineer  
Ryan Kearney, P.E., Project Manager  
Kyle Murphy, Police Chief  
Ron Andrews, CSO / Traffic Coordinator (Police)

**Guests Present:**

Jacque Hendrickson, Civiltech Engineering, Inc.  
Heather Schady, Active Transportation Alliance  
Lauren Litchfield, 2340 Meadow Drive North  
Shannon Zock, 2401 Pomona Lane  
Chris Zock, 2401 Pomona Lane  
Anne Nagle, 1139 Manor Drive  
Nicole Rose, 2410 Meadow Drive South  
Jeff Axelrod, 631 Central Avenue  
Alexandra Eidenburg, 504 Illinois Road  
Michael Shane, 1523 Wilmette Avenue  
Kevin Jauch, 2921 Illinois Road  
Kimberly Newman, 2201 Sandy Lane  
Jennifer Pettersen, 1307 Sherwood Road (Glenview)

Julia Marran, 2307 Pomona Lane  
Melissa Schiffman, Not Listed  
Rick Kosloskus, 407 Alpine Lane  
Kara Kosloskus, 407 Alpine Lane  
Tania Bouwman, 2436 Cardinal Lane  
Kristine Heither, 540 Illinois Road  
Louise Doering, 3139 Walden Lane  
Rachel Goodman, 3501 Riverside Drive  
Julie Hanahan, 641 Indian Road (Glenview)  
Nancy Fendley, 601 Linden Avenue  
Marilyn Urrutia, 901 Greenleaf Avenue  
Joel Kurzman, 2615 Greenleaf Avenue  
Faye Jacobs, 2407 Pomona Lane  
Alexander Zock, 2401 Pomona Lane  
Julie Hanahan, 641 Indian Road (Glenview)  
Emily Downs, 2436 Meadow Drive North

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

Chairman Lilly called the meeting to order at 7:03 pm and took role of the Commissioners.

### **II. APPROVAL OF MINUTES; TRANSPORTATION COMMISSION MEETING OF MAY 31, 2018.**

Chairman Lilly directed the Commission's attention to the draft minutes of the Transportation Commission meeting of May 31, 2018.

Mr. Manis identified changes made to the draft minutes since posting the meeting packet: Chief Murphy was in attendance; Commissioner Gaetz made the motion to adjourn the meeting, not Commissioner Schmitt.

Commissioner Gaetz moved to approve the minutes. The motion was seconded by Commissioner Braband. **The motion was approved by a unanimous voice vote.**

### **III. INTRODUCTION TO MASTER BIKE AND ACTIVE TRANSPORTATION PLAN PROCESS**

Chairman Lilly invited the staff from Civiltech Engineering, Inc. and the Active Transportation Alliance to give the Commission an overview of the Master Bike and Active Transportation Plan process.

Ms. Jackie Henderson, Project Manager from Civiltech, outlined the purpose of a community-wide bike and active transportation plan: to improve walking, biking, and access to public transit. The process will consist of setting goals and initiatives, including education, enforcement, and infrastructure recommendations, to help improve biking and walking. This process will also

produce an implementation schedule and funding recommendations. The plan will focus on getting residents to the places they need to go to.

Ms. Heather Shady, Senior Planner from Active Transportation Alliance, referenced a project in Urbana-Champaign that highlights how complete streets initiatives can accommodate multiple modes of transportation in one corridor. Ms. Shady explained that this plan will try to identify ways to achieve complete streets in Wilmette, as well as find opportunities to encourage healthy habits, implement safety enhancements, provide a more viable transportation options for all users, and promote economic development benefits.

Ms. Henderson explained that Civiltech is currently reviewing technical data and gathering community input for this project. The project team will then develop a plan to recommend implementation strategies. To ensure that the plan is vetted and implementable, Ms. Henderson highlighted that residents and the Commission would have an opportunity to review these draft recommendations and provide comments prior to delivering the final plan. The project team is planning to present the draft recommendations to the Commission this winter. The goal is to have the final plan adopted by spring of 2019. Ms. Henderson concluded by calling out the project website, where residents can still provide comments or sign-up for updates.

Chairman Lilly asked the Commission if they had any questions regarding the presentation.

Commissioner Schmitt asked the project team how they distinguish between who is providing feedback on the process.

Ms. Henderson explained that the public has the opportunity to leave comments with contact information or anonymously. Ms. Shady added that majority of people who have commented online so far have been Wilmette residents and have provided their address. The interactive map on the website does not ask for identifying information, but users can indicate their approximate address or intersection.

Commissioner Schmitt thought it would be easier to identify who left comments on the website, and is concerned that residents would bear the burden the impact of improvements requested by non-residents.

Ms. Shady responded that the team set up the online map to serve as a public interface. The team can discuss how to address this concern for the next phase of public engagement in order to prioritize resident comments as much as possible.

Commissioner Barton asked how long the survey and interactive map would be available for comments, understanding that the project team will be presenting initial recommendations this winter.

Ms. Henderson replied that the comment form will be open throughout the planning process, but the interactive map would only be available for a few weeks after the recent open house.

After hearing no other comments from the Commission, Chairman Lilly asked if there were any questions or feedback from members of the audience regarding the presentation.

Jeff Axelrod, 631 Central Avenue, voiced concern that the Park District properties, including Gillson Park, would be excluded from the plan. Mr. Axelrod said the Park District Board refused to find out what it would take to incorporate the parks into this plan. Mr. Axelrod is concerned that Gillson Park is in dire need safety improvements for bikes and pedestrians. Mr. Axelrod believes this is a joint problem between the Park District and Village. Mr. Axelrod asked the Commission to consider issuing a recommendation to the Board to figure out a way to influence the Park District to join this planning process.

Chairman Lilly noted that project team is reviewing access routes to the parks as part of plan, but would not include circulation through the parks. Ms. Henderson confirmed this statement. Chairman Lilly added that this type of recommendation should come from the Park District.

Chairman Lilly thanked the project team for presenting this progress report.

#### **IV. PETITION FOR REMOVAL OF THE “NO PARKING 2AM-5AM” RESTRICTION ON THE 500 BLOCK OF 9TH STREET**

Ms. Berger-Raish explained that the Village Engineer received a petition, signed by 100% of the residents on the 500 block of 9th Street, to remove the overnight parking restriction. Ms. Berger-Raish confirmed that staff sent letters to the petitioners 15 days in advance of this Commission meeting. The Engineering and Police Departments have reviewed this issue and did not find any operational or public safety concerns with allowing overnight parking on this block. For these reasons, staff recommends approval of this request.

Chairman Lilly asked if there were any questions or comments from the Commission on the request.

The Commission and Ms. Berger-Raish discussed that this block is near Saint Francis Xavier School and is adjacent to two properties.

Commissioner Gaetz moved to approve the removal of the “NO PARKING 2AM-5AM” restriction on the 500 block of 9th Street. The motion was seconded by Commissioner Barton. **The motion was approved by a unanimous voice vote.**

#### **V. APPROVAL OF ANNUAL CROSSING GUARD REPORT**

Ms. Berger-Raish summarized the memorandum titled Crossing Guard Review, dated September 27, 2018. In this memorandum, staff recommends a motion from the Commission to approve the existing school crossing guard program for the 2018/2019 school year with the addition of a temporary crossing guard on Locust Road for Romona Elementary School through the end of the 2019/2020 school season. Ms. Berger-Raish highlighted that the Commission has the authority to assign and designate crossing guards, through guidelines adopted by the Village Board based on Engineering standards, data, and objective criteria. Staff recommends amending the designated school walking route map to include Locust Road, from Lake Avenue to Wilmette Avenue. The proposed Locust Road improvements will make the corridor more pedestrian and bike friendly, and this designation as a school walking route would allow the assignment of a crossing guard in this area per Village policy. Ms. Berger-Raish also discussed that District 37 does not have an official school walking route map. Staff has discussed this issue with the District, and highly recommends hiring a consultant to prepare this map and determine a long term infrastructure plan. Ms. Berger-Raish noted the steps taken to follow-up on previous action items from Commission. The Locust Road crossing will be reevaluated after completing the infrastructure improvements and obtaining new traffic data. In the meantime, a temporary guard is proposed for 2018-2019, with a discussion in March 2020 for assigning a permanent guard. Ms. Berger-Raish concluded by highlighting the evaluation of crossing guards for five locations:

1. Lake Avenue and Laramie Avenue – Should be part of the District 37 Safe Routes to School grant application; intersection is not currently a designated school walking route.
2. Locust Road – Recommends temporary crossing guard in 2018/2019, then reevaluated.
3. Illinois Road and Hibbard Road – Not warranted based on controlled intersection and age of students.
4. Skokie Boulevard and Hibbard Road – Not warranted based on location of intersection.
5. Forest Avenue – Recommends keeping the guard in place based on roadway and traffic characteristics.

Chairman Lilly asked if there were any questions or comments from the Commission on the request.

Chairman Lilly asked if the bike route between Wilmette Junior High and Highcrest Middle School should be designated as a school walking route.

Chief Murphy noted that the Village does not plow snow on this route.

Commissioner Schmitt asked how the Village obtains crosswalk counts and who collects this data.

Chief Murphy explained that cross walk counts are collected during the spring and fall on good weather days. The crossing guards will assist on the counts, as well as police personnel.

Chairman Lilly asked how the counts differentiate students that go to different schools.

Chief Murphy replied that school routes are determined in the field based on the age of children and direction of travel.

Commissioner Schmitt asked about the accuracy of the crosswalk counts, questioning if kids are more likely to use crosswalks when conducting counts.

Chief Murphy did not see this issue as a factor, as the crosswalk counts are spread out over time.

Commissioner Gaetz asked if there was any effort to determine compliance to the designated routes, meaning if staff check road parallel to the route for student traffic.

Chief Murphy was comfortable with the accuracy of the counts. Ms. Berger-Raish added that anecdotal evidence suggests that most students are using the designated routes, but staff has not conducted counts outside of these routes.

Commissioner Braband commented that the point of the crossing guards is to force travel to the designated routes.

Commissioner Barton added that, from a District standpoint, parents are provided access to the suggested route information, and children should be taught to use the routes with crossing guards.

Mr. Andrews mentioned that he will notify kids if they are not using the designated walking routes.

Chairman Lilly agreed with Ms. Berger-Raish's earlier comments and noted that the crossing guards are effective.

Chairman Lilly suggested changing the calendar for reviewing crossing guard recommendations: the counts would occur in the fall, the recommendations would be discussed at the winter meeting, and action would take place in the spring in order for recommendations to go into effect during the next school year. Chairman Lilly will ask staff to look at the calendar to see if this proposed timeline is feasible.

Chairman Lilly asked for any public questions or comments on the Crossing Guard Report.

Lauren Litchfield, 2340 Meadow Drive North, was very happy with the addition of the temporary crossing guard. Ms. Litchfield also appreciates the transparency from Ms. Berger-Raish and Mr. Manis throughout the process.

Alexander Zock, 2401 Pomona Lane, claimed to be nearly hit by car in 2017 while in the crosswalk in front of Wilmette Junior High School, and appreciates the addition of the crossing guard.

Shannon Zock, 2401 Pomona Lane, represents the PTA of Romona Elementary School as President, and said that they have received numerous letters from people excited to utilize the crosswalk. Ms. Zock appreciates the addition of a crossing guard, and commented that healthy activities like walking to school will help prepare students to learn.

Julie Hanahan, 641 Indian Road (Glenview), thanked the Commission for listening to the input and assigning the new crossing guard. Ms. Hanahan also confirmed that the location of the crossing guards help dictate the route her child took to school.

Kara Kosloskus, 407 Alpine Lane, asked the Commission to look at the school student counts, assuming crossing guards may be necessary if the population continues to grow. Ms. Kosloskus also asked the Commission to reconsider the park path as a designated school route, assuming that more traffic would use the path if officially sanctioned by the Village.

Alexandra Eidenburg, 504 Illinois Road, believes that Wilmette residents are still experiencing inequity and cannot understand why there are no crossing guards or plans developed for Avoca School District. Ms. Eidenburg wants to participate in the change of this systematic problem.

Commissioner Braband asked if the individual schools in District 39 define their own school walking routes, and if District 37 has not started this process yet.

Chief Murphy replied that the Police Department coordinates the school walking routes with both Superintendents, and highlighted that District 37 has different conditions limiting travel, such as multiple high volume streets. Chief Murphy recommends looking for enhancements that can help facilitate a route that would be comfortable and safe for all users.

Commissioner Hayes asked about the development process of the current school walking route map.

Chief Murphy explained that the school routing map was created before his employment, but noted that the routes were continuously updated over the years.

Ms. Berger-Raish noted that District 37, unlike District 39, is in multiple jurisdictions, including Glenview, Northfield, and Winnetka.

Commissioner Barton added that part of the issue is how to fund studies between multiple jurisdictions.

Ms. Berger-Raish noted that the Village partnered with Glenview in 2015 to perform a study on Avoca West with a traffic engineering consultant; the low value proposals from this study have already been implemented, including better striping and signage on Lake Avenue across the on and off ramps. Ms. Berger-Raish added that working with multiple jurisdictions, including Cook County and the Illinois Department of Transportation, and obtaining grants will be key for future improvements. Ms. Berger-Raish referenced the grants received for Skokie Boulevard/Lake Avenue intersection and for the Skokie Valley Trail study, as well as the staff's continued efforts in seeking grants for Lake Avenue to improve pedestrian access west of the Eden's Expressway.

Chairman Lilly added that residents should provide input directly to District 37.

Anne Nagle, 1139 Manor Drive, and Rachel Goodman, 3501 Riverside Drive, spoke about their concerns with the Lake Avenue and Laramie Avenue intersection. Ms. Nagle referenced findings from two recent personal studies conducted at this intersection, where turning vehicular traffic repeatedly cut off pedestrians in the crosswalks. Ms. Nagle and Ms. Goodman were concerned that these students will get hurt. Ms. Nagle also asked the Commission to look at additional enforcement of, and education on, distracted driving. Ms. Goodman noted that she is happy to hear of progress of the temporary crossing guard on Locust Road, but will continue to volunteer and work for making this crossing safer.

Commissioner Braband asked if Cook County would be agreeable to the proposed short term solution of adding a pedestrian signal on the south leg and installing a "NO TURN ON RED" sign. Commissioner Braband also asked if there was a timeline for this improvement.

Ms. Berger-Raish replied that this solution is still under review with no anticipated timeline for a response.

Commissioner Hayes encouraged Ms. Berger-Raish to follow up with Cook County on the improvements at this intersection. Commissioner Hayes is happy with first step of this process. Commissioner Hayes also noted that it will be important to review the crash data.

Ms. Berger-Raish noted that numbers from the crash data for this intersection were included with the memorandum.

Commissioner Hayes asked where the proposed Skokie Valley Trail is expected to cross Lake Avenue, as this enhancement could potentially have a big impact on the intersection.

Mr. Manis replied that the Skokie Valley Trail project is in Phase One Engineering. Mr. Manis added that the consulting team, along with the four Villages involved, presented two preferred options to Cook County about one month ago; the County seem receptive, but were unwilling to commit support to any of the options. Mr. Manis described the proposed options:

1. Full traffic signal at West Park and Lake Avenue.
2. Pedestrian signal in the Union Pacific alignment to cross Lake Avenue.
3. The "Neighborhood Option"; consists of bring the trail onto Illinois Road down Laramie Avenue, crossing Lake Avenue at Laramie Avenue, and run along south side of Lake Avenue until it reaches the alignment.

Commissioner Hayes asked staff to keep the Commission informed of the Phase One progress.

Ms. Eidenburg believes that the Village has the means and funding available to make improvements to bad intersections and to protect residents. Ms. Eidenburg asked why the Village does not allocate funds to add a crossing guard to the Lake Avenue/Laramie Avenue intersection.

Chairman Lilly reminded attendees that the Commission is not a budgetary body.

Commissioner Braband asked if the Village is running a surplus.

Ms. Berger-Raish explained the challenge that the Village does not have ownership of the discussed arterials or intersections, and cannot make physical improvements alone.

Commissioner Hayes described how Chicago will delay the green traffic signals to help extend pedestrian crossings, but noted that only Cook County can make those changes to the Lake Avenue/Laramie Avenue intersection, not the Village.

Mr. Axelrod asked if there is a crossing guard at the Lake Avenue/Laramie Avenue intersection.

Chairman Lilly believes it would be tough for a single crossing guard to handle this intersection, and highlighted the potential funding concerns of adding more guards.

Ms. Berger-Raish noted that there would need to be a policy change in order to provide crossing guards for high school students.

Commissioner Hayes mentioned Loyola Academy assigns crossing guards north of Lake Avenue, and could possibly consider the Laramie Ave intersection. Commissioner Hayes then asked for clarification on the recent District 37 study, specifically if the study identify a safe route for Avoca West.

Ms. Berger-Raish replied that the study was in response to a specific petition, not in regards to the determination of a school walking route.

Mr. Axelrod mentioned his concern with the lack of crossing guards on the west side of the Village. Mr. Axelrod also noted that this Commission is required to meet six times per year, but has only met two times this year. Mr. Axelrod asked to Commission to include equality as one of the factors in determining crossing guards when updating the policy. Mr. Axel also advised to update the policy where that discussions for adding a new crossing guard are isolated from discussions to eliminate a guard; Mr. Axelrod does not want to see guard positions shifted from one side of town to another.

Commissioner Hayes mentioned that Deerfield assigned two crossing guards at the intersection of Wilmot Road and Deerfield Road in order to handle the traffic.

Emily Downs, 2436 Meadow Drive North, thanked Mr. Manis for answering her email, and appreciates the work of the crossing guards. Ms. Downs asked if the improvements on Locust Road will address the traffic conditions caused by drop-off/pick-up parking.

Ms. Berger-Raish noted that the traffic lanes will be maintained on Locust Road.

Ms. Downs asked about police involvement on Locust Road.

Mr. Andrews noted that drivers should be aware that travel will slow down with new crossing guard in place.

Tania Bouwman, 2436 Cardinal Lane, asked how staff collects crosswalk counts.

Ms. Berger-Raish noted that the studies are conducted by staff. Chief Murphy added that crossing guards not doing counts.

Ms. Bouwman asked if the school walking routes map will be updated after Locust Road improvements to show the path in the park.

Commissioner Barton highlighted that public involvement will shape the final plans for biking and walking routes.

Commissioner Braband asked for clarification that the safe route designations come with maintenance considerations. Commissioner Braband added that the path through the park is not in the Village's jurisdiction and might be not to designate it as a route.

Chief Murphy was not comfortable designating this path as a school walking route.

Commissioner Hayes asked if the path could be shown on the school walking route map but not highlighted as a designated route.

Commissioner Barton noted that the map dictates what sidewalk areas Public Works plows in the winter.

Commissioner Hayes asked if there are any other reasons why the path should not be shown on the school walking route map.

Ms. Berger-Raish suggested that the path would be a good detail to include on the new biking and walking map, but should be kept separate from the designated school walking route map.

Ms. Bouwman received confirmation that new traffic study will be done on Locust Road after construction in determination of a permanent crossing guard.

Commissioner Schmitt asked how often the Police Department addresses ticketing for texting.

Chief Murphy replied that this violation is difficult to enforce, but does not deter the Department from enforcement campaigns.

Kimberly Newman, 2201 Sandy Lane, suggested adding signs or reducing the speed limit on Locust Road near the Wilmette Junior High during pick-up/drop-off.

Ms. Berger-Raish commented that Locust Road is already classified as a 20 mph school zone, and noted that the proposed improvements will increase safety at the crossings.

Commissioner Gaetz moved to approve the annual crossing guard report. The motion was seconded by Commissioner Braband. **The motion was approved by a unanimous voice vote.**

## **VI. PUBLIC COMMENT**

Chairman Lilly asked for any public comments or questions.

Chairman Lilly noted that Village bike traffic increases in the summer due to local activities, and is concerned if something needs to be done on Green Bay Road, north of Lake Avenue

Commissioner Barton expressed concerned too, citing summer Park District travel.

Chairman Lilly will submit this comment to the project team on the website form.

## **VII. OLD BUSINESS**

Chairman Lilly called for any old business.

Mr. Manis made the Commission aware that the Illinois Department of Transportation completed improvements at Illinois Road and Hibbard Road. The improvements include the installation of the stop sign with a red flasher and selective clearing to help improve visibility at the intersection. Mr. Manis added that staff is looking for ways to partner with the State to improve their existing infrastructure.

Chairman Lilly asked if there is any improvements planned for the Lake Avenue Bridge.

Commissioner Hayes asked if the Village had any meeting with IDOT on this matter.

Mr. Manis has been reaching out to IDOT programming to set up a meeting.

#### **VIII. NEW BUSINESS**

Chairman Lilly called for any new business.

Mr. Manis recognized Commissioner Barton as her term expires at the end of next month.

#### **IX. ADJOURNMENT**

Commissioner Hayes moved to adjourn the meeting. The motion was seconded by Commissioner Barton. **The motion carried by a unanimous voice vote.** No further discussion occurred on the motion.

The meeting was thereafter adjourned at 8:44 P.M.

Minutes Respectfully Prepared by Ryan Kearney, P.E.