

**MINUTES OF THE WARRENVILLE BICYCLIST AND PEDESTRIAN ADVISORY
COMMISSION REGULAR MEETING
Tuesday, March 2, 2010 at 7:00 p.m.
in the Gallery Conference Room
at City Hall, 28W701 Stafford Place**

A. CALL TO ORDER

Chair Gard called the meeting to order at 7:03 p.m.

B. ROLL CALL

Members Present: Chair Alan Gard and Commissioners Barry Glicklich and Jerry Sugrue

Members Not Present: Commissioner Tom Jones

Also Present: Staff Liaison Jennifer McMahon, Council Liaison Bill Weidner, citizen Dan Lambert, and Public Works Superintendent Mike Smith

C. APPROVAL OF THE FEBRUARY 2, 2010 MINUTES

Motion to approve minutes as submitted was made by Commissioner Sugrue and seconded by Commissioner Glicklich. Motion passed unanimously.

D. CITIZEN COMMENTS

Citizen Dan Lambert had some questions on items that will be handled as part of the agenda.

E. STAFF REPORT

Staff Liaison McMahon reviewed the staff report, which included:

1. Status of response to Draft Bike Plan comments from EEI.
Plan has been updated to address comments, and updates to photos. Cost estimates will be updated, and final draft will be available for BPAC review and public input.
2. Work involved in City Calendar (targeted for BPAC for 2012). Information was provided within the report. There is still interest in doing this for 2012.
3. IPP Updates.
The County has applied for and received funding to install gates and flashing lights at the Illinois Prairie Path - Batavia Spur crossing (north of I-88), at the Aurora Branch crossing (south of I-88) at the CN railroad and at the IPP Main Stem in Elmhurst. Total of grant is \$510,000 (\$170,000 each intersection). These projects were selected are funding in FY 2010 and are set to be completed within one year.

DuPage County this week also authorized a contract with TransSystems Corporation to undertake a feasibility study for a grade separation at the IPP Aurora Branch crossing. This study will allow us to determine if constructing a grade separation is feasible and what type of facility (for example, an underpass or overpass) would be most appropriate. It will also give us estimated costs. With that information, we would hope to pursue future grant funding to support construction.

4. Bike Planning Seminar.

City engineer attended and received useful information, which has been provided to commissioners

5. Bike Corral.

Ana requested information regarding corral for publicity. Chair Gard spoke with someone about usage at Fox Fest, doing similarly to BPAC's plan (tickets, fencing, etc.). They had contingency plans for taking abandoned bikes to police station, but bikes were all retrieved.

Staff Liaison McMahon has a conflict for Arbor Day, April 24. Public works will provide set-up.

F. BUSINESS OF MEETING

1. Update on Batavia Road & Williams Road – Public Works Superintendent Mike Smith.

Williams Road bridge replacement This project is undergoing preliminary engineering. Goal is to get the road raised above the 100-year storm elevation. Concerns are right of way, additional compensatory storage for storm water retention, and wetland impacts. Road width targeted for 30 feet from face of curb to face of curb with 12 inch gutter, and five foot sidewalk on west side, including across bridge. Cost would be \$200,000 to include a sidewalk on east side as well, and not pursued.

Batavia road between Route 56 and Warrenville Road. Stimulus money is being pursued- \$400,000 for resurfacing. Road width targeted for 30 feet from face of curb to face of curb with 12 inch gutters (currently 18 inches). The plan is to replace existing curb to add 6 inch driving surface on each side. They are looking to stripe from four feet from curb, not as dedicated lane, but providing riding surface for bicyclists & traffic calming. Widening was investigated, but would preclude stimulus funding. Staff is considering recommending lowering the speed limit to 30 miles per hour, due to residential character and lane width. Options for providing bicyclist access to Warrenville Grove are also being considered, possibly using Cross Alert system.

The update was presented, reviewed and discussed. Comments:

- A consensus of support for these improvements as presented was expressed, due to safety improvement for everyone.
- With respect to future plans, Warrenville Park District has performed a needs study, with primary needs identified of sidewalks & trails at:
 - Getting school children safely across Winfield Road. At Warrenville Road (similar to Route 59 & Batavia crossing)
 - Getting school children safely to Bauer School- e.g. sidewalks at River Road

Complicating factors are the lack of city jurisdiction over those roads, so changes would require intergovernmental agreements with the County and/or State.

2. Items on the feedback letter from League of American Bicyclists

If the City is going to apply for Bike Friendly designation, it would be good to show progress, and perhaps identify items from the feedback letter that BPAC can point to as addressed. Due dates for application are March and August. The Commission agreed to target resubmitting for the August deadline.

Items/improvements that can be highlighted:

- Hired consulting engineers to perform preliminary engineering for items in bike plan
- Hired a City Engineer
- Engineer attended a bike planning seminar
- Improvements identified above by Public Works Superintendent Mike Smith
- Bike parking at public events
- Distribution of information in conjunction with bike corrals
- City police involvement, follow-up LIB training, discuss targeted enforcements
- Letter sent to bike clubs- it was well received and initiated dialog with these clubs
- Highlight the size of the community
- Investigate sending information out with water bills
- Highlight publicity – Tom’s articles, include clippings
- Try to get some signage in place
- Point to items in bike plan that have been addressed.
- Community bike ride?
- Encouragement: Brochure with maps of bike trails and destinations
- Highlight list of citizens who have come to meetings; show community involvement and awareness.
- Contact major corporations regarding corporate initiatives to encourage biking.

3. Update on Brochure

Commissioner Glicklich presented a prototype, developed by TAC Commissioner Monica Johnson and himself. Included in the presentation were disclaimers, and anticipated improvements, shown parenthetically below. The brochure will be an 8" x 14" pamphlet, comprised of:

- Side 1, consisting of:
 - Cover panel (photo needs to be rescaled, title added)
 - Back panel list of events (Event names, dates, times, location need to be provided)
 - Middle two panels, consisting of points of interest, (needs data, organized into categories, color coded, with number identifier, address, phone number, and map coordinates)
- Side 2, consisting of:
 - Three panels of map (need to include properly sized image, with colored dots fully populated)
 - One panel with summary of points of interest, (will contain numeric identifier, title, color coding, and map coordinates)

Recommendations consisted of:

- Address items noted above in parentheses
- Add the following to summary point of interest panel
 - Water & restroom facility icon to key
 - Hyatt Hotel will be opening soon and should be listed
 - Add Lifetime Fitness as a recreation destination
 - Add Warrenville Pancake House
 - Add Great American Grill (restaurant in Hilton Garden Inn)
- Add the following to map
 - Water & restroom facility locations
 - Indication "To Fermilab", "To Wheaton", "To Batavia & Aurora" for bike trails heading off the map
 - Ensure that all the streets for which POI have address are given street names (e.g. Calumet)
- Answers to questions that were raised.
 - Warrenville Historical Museum should be green (recreation)
 - Drop Courtyard Banquets
 - Keep Life Café
 - Michael's on Main is only open 7am-2pm M-F (can drop it)

Additional comments should be provided to Barry in the coming week.

4. Review of Action Items

The following table summarizes previously carried over action items

	<u>Item</u>	<u>Time Frame</u>	<u>Person Responsible</u>	<u>Updated Status</u>
1	Meeting with Forest Preserve	2010	Staff Liaison McMahan	On Hold for river cleanup issues. Some EPA support may be available
2	Bike Racks: placement of granted racks	Ongoing	Staff Liaison McMahan	Confirmation has been received from Forest Preserve that they can be placed at Warrenville Grove. Installation was approved at recent FP meeting. Action item remains open pending installation.
3	Bike Racks: Follow up with Deborah Fagan on possible reduced rate bike rack for businesses – postpone letter?	Ongoing	Staff Liaison McMahan	Need to give Deborah Fagan more time on this
4	Work with Jill Brazelton on adult safety education program ideas	ongoing	Chair Gard	Possible synergy opportunities with Laurel Salvador as well
5	Review and prepare comments to sidewalk priority plan, to scope work involved	On hold until engineering plan complete	All Commissioners	
6	Review Draft Letters to Businesses. Strengthen the letter and provide an incentive or a request for action.	On-hold	Chair Gard	On hold pending item 3 above
7	Bicycle Corral Signage	April 2010	Staff Liaison McMahan	Will develop in-house
8	Identify availability for staffing bike corral: Arbor Day, July 4, Summer Daze. Bike Rodeo will be managed as part of Bike Rodeo planning.	June 2010	All Commissioners	Citizen Lambert has indicated availability. Commissioner Glicklich and Liaison McMahan can work on Arbor

				Day at Summerlakes Park. Chair Gard can work Summer Daze. May need a subcommittee to address this need. Could solicit bike rodeo volunteers for other dates. Need to coordinate, identify checklists.
10	Staff Liaison Jennifer McMahon will work with City risk management pool for waiver for bike corral.	March 2010	Staff Liaison McMahon	
11	Contact Downers Grove Bicycle Club re: Bike Corral experience	March 2010	Chair Gard	Closed (they didn't respond, but Elgin has provided input)
13	Work with Monica Johnson & develop brochure with map, events, destinations	May 2010	Council Liaison Weidner & Commissioner Glicklich	Progress reported above. Item left open until brochures complete. Prototype presented
14	Inform 4th of July Committee that it was an honor to be nominated, but that due to availability, we must decline the offer for Commissioners to be Parade Marshals at the children's bike parade	Mar 2010	Staff Liaison McMahon	complete
15	Follow up on letter to League of American Bicyclists	April 2010	Staff Liaison McMahon	

G. COMMISSIONER REPORTS

Council Liaison Weidner provided an update on Bike Rodeo. Lance will serve as master of ceremonies. SCARCE will participate. Working Bikes will pick up bikes afterwards. Rob Sperl will help provide Rodeo layout & logistics. Need some additional volunteers, including volunteer coordinator, bike mechanics and course marshals. Explorers or WWSHS Key Club could be potential recruits.

Sponsors are being sought. Publicity is moving to more child-friendly artwork promoting the event. Next meeting is March 11

Bob Duerr submitted his resignation as Commissioner, due to time considerations and distance from Warrenville. The opening has been advertised, and the mayor will be interviewing candidates.

H. ADJOURN

Commissioner Glicklich motioned to adjourn, seconded by Commissioner Sugrue. Motion passed unanimously. Meeting adjourned at 9:13 p.m.

SUMMARY OF NEW ACTION ITEMS.

<u>Item</u>	<u>Time Frame</u>	<u>Person Responsible</u>
Provide Public Works Superintendent Mike Smith with a condensed summary of the recommendations from bike plan & engineers report.	Apr 2010	Chair Gard
Provide write-up on Arbor Day plans.	Apr 2010	Staff Liaison McMahan
Determine availability to include information with water bills	Apr 2010	Staff Liaison McMahan
Invite park district representative to come to a meeting to talk about needs assessment	Apr 2010	Staff Liaison McMahan
Contact Deb Fagan regarding collection of trail traffic data	Apr 2010	Chair Gard
Contact Ron Mentzer for contacts at major corporations to query them regarding corporate initiatives to encourage biking	Apr 2010	Staff Liaison McMahan

See prior action items as carry-over action items.

Submitted By:

Commissioner Glicklich