

**CITY OF WARRENVILLE  
BICYCLIST AND PEDESTRIAN ADVISORY COMMISSION  
REGULAR MEETING  
Tuesday, June, 8, 2021 at 7:00 p.m.  
Warrenville City Hall Council Chambers  
28W701 Stafford Place  
Warrenville, IL 60555**

**MINUTES**

**A. CALL TO ORDER**

Chairman Sugrue called the meeting to order at 7:04 p.m.

**B. ROLL CALL**

Members Present: Commissioners Harlan Davis, Charles Sikaras, Jerry Sugrue, and Kirk Tate.

Members Absent: Phil Ebbesen.

Also Present: Staff Liaison Kristin Youngmeyer; Alderman Bill Weidner.

**C. APPROVAL OF MAY 11, 2021 MINUTES**

Motion to approve minutes of the May 11, 2021 meeting by Commissioner Davis, seconded by Commissioner Sikaras.

**ROLL CALL VOTE:**

Aye: Commissioners Davis, Sikaras, Sugrue, and Tate.

Nays: Ebbesen.

*MOTION ADOPTED.*

**D. CITIZEN COMMENTS**

No citizen comments were made.

**E. STAFF REPORT**

Community Development Director, Ron Mentzer, is seeking one BPAC member to be involved on an advisory group for preliminary site planning for redevelopment of old town. Commissioners Sikaras and Davis expressed interest in being involved, and due to potential time constraints would see if they could serve together, with the idea that at least one of them would be able to attend meetings. Both commissioners requested additional information to clarify how often the group would meet, and the anticipated time commitment. Liaison Youngmeyer will share this with the CDC Director, and communicate next steps to the Commissioners, including a tentative meeting schedule for the advisory group.

## **F. BUSINESS OF MEETING**

### **1. Bike Rodeo Reflection**

Feedback on the Rodeo that had been received thus far was shared, which included feedback from the Park District, Recycled Cycling, event volunteer Denise Pertell, and Commissioner Sikaras. Overall the feedback was positive.

Commissioners discussed reviewing the process for giveaway prizes such as bikes, helmets and any additional items that may be distributed through a drawing at future events. Overall consensus agreed to utilize the Park District's tumbler.

Commissioner Tate agreed with the suggestions from the Park District volunteers and Staff Liaison Youngmeyer to shift more of the items from actual bikes to safety related bicycle gear, such as hi-visibility shirts, lights, and helmets. He also suggested the group consider possibly another entity be in charge of giveaways, like the Bike Shop, and not have either the City or Park involved, and that would allow BPAC to focus on the safety education and promotion. He also agreed that the safety skills stations needed more structure to strengthen the learning components of the course. While kids seemed to enjoy riding through the course, there is an opportunity to enhance what safety skills various stations were trying to teach participants. He also suggested the group consider shortening the event to 2 to 2.5 hours, as the crowd slowed down at 11:00 and volunteers started packing up at 11:30a.m.

Council Liaison/ Alderman Weidner suggested the group consider revising what is given away through the drawing, offer less bikes and more items that focus on safety. He also thought BPAC should develop a program that looks to connect those who have broken, dilapidated equipment (such as helmets, and bikes) to resources to make repairs or connect people to safe bike equipment and bikes.

One volunteer suggested moving the location to Johnson, thinking that more people would be able to attend. The commissioners would consider this in future discussions. The current location by City Hall helps facilitate set-up. The proposed location would require further conversation, involvement, and permissions from staff at the school. In addition, the BPAC will need to consider where the Bike Rodeo participants originate from to minimize the number of participants who need to cross Illinois Route 59.

Liaison Youngmeyer noted she would keep an eye out for grant opportunities to update the safety course. The props are likely usable for another few years, but need to be updated due to deterioration. Also parts to hold up the prop structures are missing, which requires those who set it up to use tape, and it is not sturdy, especially if it is a windy or rainy day. The BPAC agreed to further discuss the balance between conducting the bike giveaway based upon safe equipment needs versus a random drawing.

2. National Night Out

Liaison Youngmeyer asked Commissioners to save the date for National Night Out that is to be held on August 3, 2021 from 5:00 pm. to 9:00 p.m. At past events, BPAC had a table, and would offer resources such as maps, as well as giveaways such as bike lights.

Ideas were discussed on what commissioners wanted to do this year. Commissioner Tate was going to research potential safety items that could be on the BPAC table for giveaways, and ask for a quote, timeline of how long it would take for an order to come in. At this point in the year, Liaison Youngmeyer did not think there was likely time to decide on items to purchase, but this information would be helpful to plan for events next year in 2022. Alderman Weidner mentioned in past years BPAC wanted to do education and promotion on how bicyclists and pedestrians can make sure they are seen, and gave away lights and reflectors.

3. BPAC Strategic Planning

Liaison Youngmeyer suggested BPAC members engage in a strategic planning process to create a strategic plan for BPAC. She would guide the planning process, which would involve BPAC members reviewing the commission's purpose, intent, roles and responsibilities that are outlined in City Code, and reflecting on the mission and role to develop a vision of what accomplishments they would like to achieve over time to improve the bicycling and walking experiences in Warrenville. Once a consensus is reached on a vision, BPAC can set goals to help work toward the vision. The plan would look to form a consensus on a longer term vision and set of goals, possibly a 5-10 year timeframe, into what BPAC would want to accomplish in the future.

Liaison Youngmeyer had prepared a document for BPAC members to work through the reflection process. BPAC commissioners were interested in doing strategic planning and had questions if the document could be shared electronically through a format like google documents. Liaison Youngmeyer asked the commissioners to read through the document she provided, try to fill it out and bring questions to the next BPAC meeting. She would clarify if such a tool like google documents could be used.

4. Follow-up Items Status Update

Commissioner Davis is going to work on getting in touch with Fermilab to see if and when they plan to open their bike and walking path to the public. Commissioner Tate was going to get quotes on potential items to giveaway for free at events like National Night Out, and to gauge how much those types of items would cost.

Commissioner Sikaras was going to look into getting updated maps of the DuPage County bike paths, and any other related bike and pedestrian related materials that may be available. This type of literature would be made available at community events BPAC participates in.

Liaison Youngmeyer was going to look into the Bike Implementation Plan, and get more background on the process to get the plan updated.

#### **G. COMMISSIONER COMMENTS/REPORTS**

Alderman Weidner mentioned there will be an Illinois Cyclocross competition at Cantigny in December.

Commissioner and Chair Jerry Sugrue announced he would be submitting his resignation due to new personal commitments that will impact his schedule. He has served on BPAC since 2006, and has appreciated his time on the commission and being able to serve the community. The June meeting was his last meeting.

There were no additional comments.

#### **H. ADJOURN**

Commissioner Sikaras made a motion to adjourn the meeting at 8:34 p.m., Commissioner Tate seconded the motion.

#### ROLL CALL VOTE

Aye: Commissioners Davis, Sikaras, Sugrue and Tate.

Nay: None.

*MOTION CARRIED*

*Respectfully Submitted,*

*Commissioner Sikaras*