



**VILLAGE OF BARTLETT
BIKE AND RUN PLAN ADVISORY COMMITTEE
AGENDA**

**BARTLETT MUNICIPAL CENTER
COUNCIL CHAMBERS
228 MAIN STREET
June 29, 2017**

3:00 P.M.

1. Roll Call
2. Approval of March 30, 2017 meeting minutes
3. Complete Streets Policy Update
4. Old Business / New Business
 - a. Invest in Cook Grant Update
 - b. Bike Path Maintenance Priority List
 - c. Kickstand Classic II - October 1, 2017 Bike Race Agreement
 - d. Train Station Bike Shelter Grant Feasibility Discussion
 - e. IDNR Grant Update
5. Adjournment



Village of Bartlett
Bike and Run Committee Minutes
March 30, 2017

CALL TO ORDER

Chairman Camerer called the regular meeting of the Bike and Run Committee to order at 3:00 pm in the Bartlett Municipal Center Council Chambers.

ROLL CALL

PRESENT: Chairman Camerer, T. Witt, J. Stacy and D. Palmer

ABSENT: B. Hendricks

ALSO PRESENT: K. Stone, A. Zubko, J. Goetz, B. Garmoe, J. Blodgett

APPROVAL OF MINUTES

A motion was made to approve the minutes of the January 19, 2017 meeting. Two corrections to January 19, 2017 to add J. Ortega and J. Goetz also in attendance and correcting from "Start Growth America" to "Smart Growth America".

Motioned by: J. Stacy

Seconded by: D. Palmer

Roll call

Ayes: Chairman Camerer, T. Witt, J. Stacy, and D. Palmer

Nays: None

Motion carried.

M. Camerer opened the meeting to the guests in the audience and limited them to speaking for 3 minutes.

B. Garmoe stated he just moved into town about three months ago and lives at Clare Oaks. He is interested in the bike trails around town. Some of the trails are in rough conditions, and is asking what the future plans for the trails are with the budget being so tight.

J. Blodgett of 1224 Dunamon Drive had a concern regarding the Kickstand Classic. She stated she has been a resident for over 13 years and was happy the bike race was happening again this year. The reason for attending was to bring attention to the fact that Dunamon Drive was a very short road and people use it as a cut through and this became dangerous. The main request was that Dunamon be closed off at County Farm

as well as Dunamon and Newport, to stop through traffic. **J. Blodgett** spoke with K. Stone and will be contacting Deputy Chief Pretkelis on this matter as well.

M. Camerer stated since this was the first year, it was trial and error. This matter will be discussed with the Village Board to see what can be done.

J. Blodgett asked who is responsible for the maintaining the road blocks, the Village or the sponsors of the Kickstand Classic/Active Transportation.

K. Stone stated the Village Staff has a committee that mapped out the route with the Police Department. This may have been an area that was possibly overlooked. Dunamon is one of the streets that we are looking at more closely to block off. Staff is looking at different areas where more volunteers and Police Officers need to be stationed.

J. Goetz had several questions. When is the appropriate time for public to make comments and if this was acceptable.

M. Camerer stated comments are welcome but they need to be brief as possible. This is a new committee and most members are open to comments from the public.

J. Goetz suggested from a bicycle safety aspect at Munger Road and Army Trail, maybe the tree line could be cut back. The line where the cars stop is blocked by trees hanging over.

J. Plonczynski stated some of the area in question is Forest Preserve property. Staff will look into it with Public Works and the Forest Preserve.

J. Goetz had another concern, on Stearns Road west of Rt. 59 all the way to the Tri County State Park, asked if the shoulders be cleared with a street sweeper.

T. Witt stated he was by there last week and it was clear and should be cleared several times a year.

M. Camerer thanked everyone for their comments and moved on to the next agenda item.

COMPLETE STREETS POLICY REVIEW

K. Stone stated the Complete Streets discussion started when the Village recommended the endorsement of the Bicycle Plan for Wayne Township which encouraged all communities to adopt a Complete Streets Policy. This was also recommended as part of the TOD Plan for the downtown that was approved by the Village Board in October 2016. Staff was directed by this Committee to start drafting a policy for your review. **K. Stone** went on to say Complete Streets is a commitment for a transportation network that is meant for all users. Many Complete Streets Policies were reviewed and Staff has drafted one for Bartlett. This clearly states the purpose, definition, benefits and the exemptions. Staff looked at the best practices for what to include. Another newer aspects included in the policy is that there is an evaluation component to document the progress of the Complete Streets policy.

M. Camerer asked if there were any comments on the Complete Streets Policies.

T. Witt stated he thought this was excellent work but would add "NACTO Urban Bikeway Design Guide" as a reference tool.

K. Stone stated some of things may not apply because it is more urban, however there are some recommendations that would work in a suburban setting, which can be included as well.

M. Camerer stated when he read through the policy there was a sentence structural issue. All agreed the sentence under HEALTH be reworded and take out the word 'are'.

T. Witt asked if the Committee was at a point that there be a motion to approve. **M. Camerer** thought there may be more discussion, comments or concerns with the committee. **J. Stacy** asked if the Board adopts this policy, who will review this, to ensure it is compliant. **K. Stone** stated since the policy is for new construction projects this will be reviewed by Public Works; the Police Department's Traffic Division will also look at things at that point. Planning Staff will make sure that it incorporates all of the planned bike routes and paths that are in the Village. At first this will be at a Staff level, if this committee goes forward and adopts a new bike plan with more specific recommendations with possibly more on-street bike routes that would help create a framework with this policy. **J. Plonczynski** stated this typically would be thru Public Works and would be included in the Capital Improvements program. Staff would certainly make this committee aware of the draft capital improvement program so you can see where the Complete Streets policy will be implemented. **M. Camerer** asked the committee if everyone is in agreement to move forward for approval with the Village Board. **D. Palmer** stated since this is a new item, will this be incorporated in cross training with the Engineers, Public Works and Police so things are not missed. **K. Stone** stated **B. Allen** from Public Works has gone to some Complete Streets and Bikeway meetings so he is very aware of what is expected. **J. Plonczynski** stated both he and **B. Allen** sit on the DuPage County Transportation Committee and the DuPage County Highway Department has adopted a Complete Streets Policy. **D. Palmer** asked what the time frame was for depressed curbs to be completed throughout the Village. **K. Stone** stated an inventory was done throughout the Village. As construction projects are being planned and constructed Public Works is making sure curbs are depressed. **K. Stone** stated we are learning it's much easier if it's all in GIS so we have actual numbers, and not just guessing, this is something **D. Dinges**, Public Works Director is working towards. **J. Plonczynski** stated you will see all the IDOT projects will include the ramps and truncated bumps. **T. Witt** stated some are in good shape and some need to be replaced. **D. Palmer** was more concerned with the bike lanes, which will be the first tangible thing that you will be able to see by adopting Complete Streets, you see a separated bike lane or designated striped bike lanes. **J. Stacy** stated when there is a plan it needs to be specific and should be measurable. The number of new miles of on-street bicycles and pedestrian paths defines what you want to do but is not measurable because there are no goals. **J. Stacy** asked what the goals and timeframe are. **K. Stone** stated this is part of the future Bike Path plan updates, when we look at what streets we want to put routes on, where do we have the separated lanes. Once we have all that information then we can say what our goals are and the deadlines that we want. **J. Stacy** stated, at our last meeting, we now know who controls what paths, how will we know if we are progressing, we set goals. **M. Camerer**

asked J. Stacy if he thinks there needs be more things under this evaluation. This evaluation shows the number of new miles of on street bicycle routes, number of new miles of bicycle/pedestrian side paths and sidewalks, this defines somewhat of a measure. J. Stacy stated this defines what you want to measure but it's not saying where you are and where you want to go. J. Stacy continued stating perhaps Complete Streets is not the place to do this. If it's not, we need assess where we are at, and where we want to go. T. Witt stated he was thinking the same thing, we just need to fill in the blanks. J. Stacy stated he likes this because it defines how this will be assessed and evaluate where we are at, and this is what we talked about when we looked at the paths throughout. M. Camerer asked J. Stacy if there was something specific he was looking for. J Stacy stated no, just wanted make it noted what we ultimately want to do. M. Camerer stated this is why he slowed things down and didn't push it through until everyone had a chance to say what they needed to say.

M. Camerer asked if there was any other discussion. No one replied.

M. Camerer stated he would recommend a motion to move this on to the Village.

Motioned by: D. Palmer

Seconded by: T. Witt

T. Witt asked if this moves on to the Village Board to adopt an Ordinance.

J. Plonczynski stated it will be a policy, but usually we adopt policies as a resolution rather than an official ordinance.

T. Witt questioned if it would have more effect as an ordinance.

J. Plonczynski stated it comes down to legal appropriateness. If you adopt this into an Ordinance, there may have to be dollars and cents allocated. This policy may not be intended to guide the development of the projects, yet. That would be included more in the Capital Improvements. He thinks it may be done by a Resolution. That is his belief. A. Zubko stated as far as she knows they have the same weight. It's just one is a policy and one is an ordinance. J. Plonczynski stated this would not be enforcing anything in the sense of a Zoning Ordinance, more a guide line.

M. Camerer stated we have a motion made by **D. Palmer** and seconded by **T. Witt** that we will move this on to the Village Board.

Roll Call:

M. Camerer, T. Witt, J. Stacy and D. Palmer

All in favor.

Motion carried.

OLD BUSINESS/NEW BUSINESS

Invest in Cook Grant

A. Zubko stated **T. Isham** was unable to make it today, and he put together a memo as to what the Invest in Cook grant is about. The Cook County Department of Highway and Traffic was given \$8.5 million to assist municipalities with this grant process. The purpose of this grant is to assist in the funding of projects that promote livability, transportation and economic development. Grant applications were due by March 17, 2017 with grant awarding will be in August of 2017. We have applied for a grant to assist in the design engineer for the Drainage Swale and Bike Path Replacement Project on West Bartlett Road/Devon Ave, southeast corner. The project is currently in the 5-Year Capital Improvement Program. If the Village is awarded the funds they will be used for the design engineering and apply again next year for assistance in the construction of the new drainage swale. **T. Witt** stated that it was right in front of the church, on the path from Clare Oaks across Devon, it's one of the trails that's in bad shape, so let's hope we get that grant. **A. Zubko** stated if we don't, this is still in our 5 year plan, we are just hoping to get assistance quicker. **D. Palmer** asked if this is a Cook County outright grant or money from the state that may or may not show up in Cook County's ability to distribute it. **A. Zubko** stated it's county money. **K. Stone** stated its money that has been taken away from the transportation division for years and finally it has been decided to keep transportation money in the transportation budget. **J. Plonczynski** stated this is the first time they have done this, and there was a workshop as how to apply for this grant. **M. Camerer** asked how much did we apply for? **A. Zubko** stated she believes the amount was \$75,000. **J. Plonczynski** stated there is a lot of people applying. **A. Zubko** stated she thinks we were application 83 and the number of applicants were in the triple digits. **M. Camerer** asked if there is a projected cost of what it will take to fix that area of the bike path. **A. Zubko** stated the design isn't done yet so we have no idea of the dollar amount. **J. Plonczynski** stated it seems simple but it's not, you have to take into account the major drainage way coming from the north end of town under West Bartlett to the little creek that is east of the church. You also have open swales draining there and they aren't properly graded for one so the water ponds there. Then you have the further complication of the path. **J. Plonczynski** continued, in his design expertise, he would just fill it in and put in a pipe, but it's just not that simple. They also need to look at the volume of the upstream flow and make sure it has the capacity to accommodate it. This may involve a culvert, which may be a bigger project than we thought. **J. Stacy** stated that south of there is Pondview, and Giles Court it's full and flowing through into the detention pond. **J. Plonczynski** stated that is a sensitive drainage area, and we need to be very careful as to how we address it. **J. Stacy** stated from Bartlett Road to Pondview they need to figure out how to get there and then fix the path. **T. Witt** stated he had a similar issue on Munger and Army Trail. When you are on Devon Ave. and you are coming up to stop you cannot see the cross traffic. Cars very rarely stop at the white line. All the vines are overgrown on the west corner, and with no leaves on them this would be the perfect time for trimming. Once this is done people will be able to see traffic coming from both sides. **A. Zubko** stated **D. Dinges** is looking at this intersection to see if there is something that can be done since there are a lot of car and bike accidents that happen in that area because of the curve. **J. Plonczynski** stated the Welcome to Bartlett sign was moved because it was hit a few times.

M. Camerer stated even though there was no written information on the Zagster Bike share, was there was anything new to share. **J. Plonczynski** stated this didn't make it into this year's budget. We asked for \$20,000 and asked the Park District to go in half but they cut it from their budget. We will try again next year. Itasca is implementing this program this year so we will have a test case to get some ideas and input. **J. Plonczynski** stated he believes it would work, and if we can get the Park District to go in on it, that would help. **K. Stone** stated some municipalities in Kane County have started talks about maybe becoming a group and having a program along the Fox River. Maybe if groups like this become more popular this may help us. **J. Plonczynski** stated he thinks it's a great idea, especially for people who don't have a great bike and still want to ride the paths then they could leave the bikes at the end. The cost of bike rentals are not that high. The Village was hoping for about 10 bikes with racks, they are not cheap. We would put them in several locations throughout the Village. **M. Camerer** stated that would total \$20,000. **J. Plonczynski** stated this program is different from the DIVY program. The DIVY is more for commuters, this is more for recreational riding. Itasca is implementing their program so we will see how that goes. D. Palmer asked if Itasca was doing it this summer. **J. Plonczynski** stated he assumes once the weather breaks they should be able to start.

M. Camerer asked if anyone else had any comments regarding Zagster or to the staff. No comments or questions.

M. Camerer stated the last item on the agenda would be the Kickstand Classic which is coming up on Sunday, October 1, 2017.

K. Stone state there was a web-conference meeting a few weeks ago, with Active Trans. The Village is hoping to increase registrations from last year. Last year there were 600 participants and we are hoping to get closer to 1000. They are talking about opening the race up to younger kids. The last round of Sunday Fun Day, kids 10 and up would be able to do one lap with a parent. This is a way we can get more families involved. The age last year was 18 and over, this year they have decided to lower it to 15 and over. **T. Witt** stated this was a good idea. The party afterwards was an older group and it would have been nice to have a younger crowd to liven things up and a give a much better experience. **K. Stone** stated one of the comments was to have younger riders, open it to more teens, children to be involved at some point, but make sure it's safe for everyone. The Village is looking at reconfiguring some of the festival areas that was downtown to make it more of a festive atmosphere as opposed to the vendors being separated from everything else. **T. Witt** stated the road was in great condition except for one area that needs attention. At Devon and Newport there a several cracks that need patching in the middle lanes where a bicycle tire can get caught in. **J. Plonczynski** stated there has been sealing and filling of cracks that have recently been done, so Staff will make sure that this is taken care of. **K. Stone** stated a few weeks before the race, Staff went to check on the condition of the roads and this will be done again this year before the race. **M. Camerer** stated the Board did want to see the race expanded from 600 to 1000 participants. It was a great event for the Village. **T. Witt** stated there is another thing that should be mentioned. The first race is for the speed racers and maybe it should be more competitive. **M. Camerer** said this is something that would be a decision that would be made by Active Trans. **T. Witt** stated he went around to the area bike shops to promote last year's race and was told several already had races the same weekend. **J. Plonczynski** stated scheduling the race is always

a factor. **K. Stone** stated this year's race is pushed back a week and may be promoted as an end of summer, one last ride, hoping to get more participants.

M. Camerer asked if there were any other comments by the Committee concerning the Kick Stand Classic. No other comments were made. Next on the agenda is New Business and was opened up for comments.

J. Goetz stated he rode in the Kickstand Classic last year and thought it was a great event. Everything that has brought up today was in the right direction but wanted to see if the timing of things can be addressed. **J. Goetz** stated he was in the first group, and was done with the race by 7:15 AM and stayed around for a short time and then went home. He suggested that perhaps the middle group go first, then the fast group to draw some interest or spectators along the course. After the race, add the Sunday Fun Day activities, just his suggestion. **J. Plonczynski** stated the ideas will be presented to Active Trans, but it all depends on who signs up, the Village doesn't run the race we just prepare the course etc. **J. Goetz** stated if they can't change the order maybe they can start the race a little later. **J. Plonczynski** stated this cannot be changed this year since we are running up against different events that are already scheduled for the same day, as well as church schedules. **A. Zubko** stated the other issue with starting the event too early is the festival is downtown and we have to consider the residents who live in the area. **J. Goetz** stated the fast group went out at 6:30 and 15 minutes later it was over. **J. Plonczynski** stated the first beer was not served until 8:00. **A. Zubko** stated this being our first race now we know how long each race will take, how many interested riders in each group. Originally we thought the middle and Sunday Fun Day groups would have to do several waves but each group evened out as far as numbers. **J. Stacy** stated his group which are the runners, were amazed as to how this was all put together by closing streets and pulled it off. **J. Plonczynski** stated thanks go out to his Staff, Police and Public Works, a lot of planning for this event, routes, getting people out of their homes if they needed to. A coordinated team effort. **J. Plonczynski** stated there were 15 towns that put together a proposal, and our town and another were selected, and Bartlett won. **M. Camerer** asked if there were any concerns on other streets that they was aware of. **J. Plonczynski** stated yes there were calls regarding the route. **D.C. Pretekllis, Patrolman Eric Roger, Public Works, himself** and **Staff** tried to address the concerns before the race. There were some angry people. But working with them and staging as to where they can park helped a great deal. **K. Stone** stated she believes their concerns were addressed prior to the event. **D. Palmer** asked if there is an indication that Active Trans wants an ongoing relationship with the Village. **J. Plonczynski** stated they would like this to be a regular event that they host like they do the Bike to Drive event. **T. Witt** stated he would like to see this event expand to like the 5K & 10K races that are in almost every town. As other towns see how good this is, they will want to do the same.

M. Camerer asked if any other discussion or new business. **T Witt** stated since May is Bike Month and have asked the Mayor for several years to give us a Bike Proclamation for May. **M. Camerer** stated this will be passed down to Staff and get it down to the Mayor. **T Witt** went on to give a promotional announcement for a bike ride. The Ride of Silence, a memorial ride for bicyclist that have been killed or injured in crashes. This has been done in Bartlett for the past seven years and are doing it again on the third Wednesday in May at 6:45 PM for 10 miles, no talking, at an easy pace. This is held around the world on all seven continents. This is on the Community calendar, May 17, 2017.

T. Witt stated he attended a West Chicago meeting and they are putting in a trail extension under Rt. 59. While there, **T. Witt** spoke with someone from transportation and told him he wanted it where people can go ride their bike from Bartlett Community Center to the state park. No one has bought into the idea **T. Witt** had for a side path on the south side of Stearns. **T. Witt** was told maybe a protected bike lane, to which **T. Witt** was thrilled with the idea. A protected bike lane has barriers between the car traffic and bike traffic. A great place to put it would be where the shoulder starts on Stearns west of Rt. 59. **J. Plonczynski** stated he isn't sure DuPage would go along with this idea. **M. Camerer** stated the whole point of the shoulder is for cars to pull over. **T. Witt** stated he knows, the cars have to have the whole road and the shoulder too. **T. Witt** continued he was trying to get a side path on the south side of the street because you can ride on the north side. Families that want to ride their bike to the state park have a hard time. **J. Plonczynski** stated we can talk to the County but he wasn't sure there are any plan for that. You would also have to consider the railroad crossing too. This would be a ½ million dollar project. The Village budgeted for one and had one put in for going down Naperville Road across the Metra tracks. **D. Palmer** stated you can engineer anything but you need to pay for it. **J. Plonczynski** stated it's not out the realm of possibilities it just expensive. **K. Stone** stated DuPage County's long range plan has always shown they wanted something along Stearns Road, but what it is, is at their discretion. **D. Palmer** stated he is more concerned with drivers that are texting. He has watched drunk drivers over the years and he sees the same behavior in the middle of the afternoon and morning. To him this is a problem, so he has started walking more than bicycling. **T. Witt** stated pedestrian deaths have gone up by 6000 in the last year that is attributed to smart phones, not just the drivers with the phones but the walkers with phones as well. **D. Palmer** asked **J. Plonczynski** when he mentioned the Naperville Road crossing, will there ever be a connection with all the pieces along Naperville Road. **J. Plonczynski** stated that large farm and piece north of the tracks were going to be developed and in the proposal they were going to have bike paths connections. There was an easement dedicated by the previous land owner to the Village to put in a path from West Bartlett to Amber Grove, its development driven. **J. Plonczynski** stated this was a prominent area but then the recession hit. The Village had a bike path grant to put in some of that segment and got the money to do the railroad crossing, we had to relinquish the grant since the development failed.

M. Camerer asked if any other new business. **T. Witt** stated yes, since we only have 4 formal meetings a year, maybe it would be a good idea to have an evening meeting in July. He added we could have maps laid out on tables and ask residents to talk about where they see walking/running paths and biking routes. What makes sense to the residents? **J. Stacy** stated this was done a year ago with part of the TOD plan. **J. Plonczynski** stated Staff can bring all the maps you want but no one wants to go to another night meeting. Once the bike path planning starts, then this would be more appropriate. **T. Witt** questioned, at this current rate when will the bike planning phase start. **J. Plonczynski** stated just like any other planned project there needs to be funding and the Board needs to give us some direction, this is something that Staff wants to do. **T. Witt** stated there is so much that can be done with just ourselves, the answers are in the residents but everyone works this time of day. **J. Plonczynski** agreed for public input sessions they would need to be done in the evening. Once we start formulating the basis for preparing a bike path plan we can do this, but setting up a committee is done by ordinance. **T. Witt** stated the ordinance states it only take 2 people to call a meeting. **K. Stone** stated from a Staff standpoint and planning standpoint we would rather have the direction from the Board that they want us to start

working on the Bike Plan. Staff would hate to have a meeting and have residents come to give us input and not be able to do anything with it for a few years. Eventually when these meeting do happen they will be in the evening, along with something that will be online with maps of current bike paths and input suggestions. **M. Camerer** stated once we get a plan then we can get into the goals, incorporating the priority paths into the capital improvement program to get funding. **J Stacy** stated in the last nine months we have made a lot of progress getting the maps and assessing who is in control, street plan and move from there.

M. Camerer stated things don't happen overnight, wheels turn slowly but they do turn. Eventually we can get the things we want but we need the money that is not in the budget at the moment.

M. Camerer asked **T. Witt** if he had any other comments. **T. Witt** stated by our next meeting we should have a Complete Streets Policy and then talk about sending a resolution to the Village Board to ask them to create a Village Bike Plan. **M. Camerer** stated eventually we would like to put in new trails but some of the existing ones need repair first.

J. Stacy asked about repairing some of the paths with the new asphaltting machine. Is there a plan to asphalt Ruzicka Park? **J Plonczynski** stated that is still in discussion but Public Works can do small patching and hopefully start on the paths. **J. Stacy** requested an update at the next meeting if it's available. **K. Stone** stated Public Works crew are starting to get out with their IPads that show what paths need attention first.

M. Camerer asked **T. Witt** if he had any other comments and wanted to be fair if he had any other comments. **T. Witt** stated no he was good. **M. Camerer** asked if anyone from the Committee had any comments. No other comments or questions.

ADJOURNMENT

A motion was made to adjourn.

Motioned by: J. Stacy

Seconded by: D. Palmer

All in favor.

Motion carried.

The meeting adjourned at 4:15 p.m.

RESOLUTION 2017-70-R

A RESOLUTION ADOPTING A COMPLETE STREETS POLICY

WHEREAS, the Village of Bartlett is committed to developing a comprehensive, integrated, and connected transportation network where every roadway user can travel safely and comfortably and where sustainable transportation options are available to everyone by planning, designing, operating, and maintaining a network of Complete Streets; and

WHEREAS, a Complete Streets Policy shall incorporate the needs of all users through the planning, design, approval, and implementation processes for any construction, reconstruction, or retrofit of streets, or other portions of the transportation network, including pavement resurfacing, restriping, and signalization operations, if the safety and convenience of users can be improved within the scope of the work; and

WHEREAS, the Bartlett Bike and Run Committee reviewed the Complete Streets Policy at their March 30, 2017 meeting and have made their recommendation for approval to the corporate authorities; and

WHEREAS, the corporate authorities have considered the recommendations of the Bike and Run Committee and have determined it is in the public interest to approve the Complete Streets Policy to provide for safe and convenient access for all users of the road; and

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, adopts the Complete Streets Policy attached as **Exhibit A** and should serve as a guide for future development in the Village.

ROLL CALL VOTE:

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

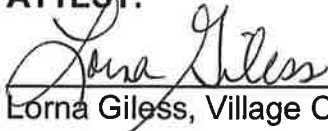
PASSED: June 6, 2017

APPROVED: June 6, 2017



Kevin Wallace, Village President

ATTEST:



Lorna Gilles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2017-70-R, enacted on June 6, 2017 and approved on June 6, 2017, as the same appears from the official records of the Village of Bartlett.



Lorna Gilles, Village Clerk



1. PURPOSE

The Village of Bartlett is committed to developing a comprehensive, integrated, and connected transportation network where every roadway user can travel safely and comfortably and where sustainable transportation options are available to everyone by planning, designing, operating, and maintaining a network of Complete Streets.

2. DEFINITION

Complete Streets are facilities designed, operated, and maintained to assure safe mobility for users of all ages and abilities, including pedestrians, cyclists, transit riders, and motorists, appropriate to the function and context of the facility.

3. FINDINGS

Complete Streets provide the following benefits:

- A. **Increased Transportation Choices:** Streets that provide travel choices can give people the option to avoid traffic congestion and increase the overall capacity of the transportation network.
- B. **Improved Safety:** Design and accommodation for bicyclists and pedestrians reduces the incidence of crashes.
- C. **Quality of Place:** Increased bicycling and walking are indicative of vibrant and livable communities.
- D. **Economic Development:** Complete streets can reduce transportation costs and travel time while increasing property values and job growth in communities.
- E. **Improved Return on Infrastructure Investments:** Integrating sidewalks, bike lanes, transit amenities, and safe crossings into the initial design of a project spares the expense of retrofits later.
- F. **Health:** Public health experts encourage walking and bicycling as a response to the obesity epidemic. Streets that provide options for bicycling and walking help people of all ages get physical activity and gain independence.
- G. **Equity:** Mobility and access to opportunity should not be dependent on owning an automobile. Improved mobility for all users including non-drivers, youth, older citizens and those without access to an automobile.

4. POLICY

The Village of Bartlett's Complete Streets Policy shall incorporate the needs of all users through the planning, design, approval, and implementation processes for any construction, reconstruction, or retrofit of streets, or other portions of the transportation network, including pavement resurfacing, restriping, and signalization operations, if the safety and convenience of users can be improved within the scope of the work.

- A. Create a comprehensive, integrated, connected multi-modal network by providing connections to bicycling and walking trip generators such as employment, education, residential, recreational and public facilities, as well as retail and transit centers.
- B. Provide safe and accessible accommodations for existing and future pedestrian, bicycle and transit facilities.
- C. Establish a checklist of pedestrian, bicycle and transit accommodations such as accessible sidewalks, curb ramps, crosswalks, countdown pedestrian signals, signs, median refuges, curb extensions, pedestrian scale

- lighting, bike lanes, shoulders and bus shelters with the presumption that they shall be included in each project unless supporting documentation against inclusion is provided and is found to be justifiable.
- D. Establish a procedure to evaluate resurfacing projects for Complete Streets inclusion according to length of project, local support, environmental constraints, total available right-of-way, funding resources and bicycle and/or pedestrian compatibility.
 - E. Address the need for bicyclists and pedestrians to cross corridors as well as travel along them. The design of intersections shall accommodate bicyclists and pedestrians in a manner that is safe, accessible and convenient.
 - F. Design bicycle and pedestrian facilities to the best currently available standards and practices including the American Association of State Highway Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities, the AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities, the AASHTO Green Book: A Policy on Geometric Design of Highways and Streets, the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide, the Federal Highway Administration (FHWA) Highway Capacity Manual (HCM), the FHWA Manual of Uniform Traffic Control Devices (MUTCD), the Americans with Disabilities Act Accessibility Guidelines (ADAAG), and others as related. Methods for providing flexibility within safe design parameters, such as context sensitive solutions and design, will be considered.
 - G. Make provisions for pedestrians and bicyclists when closing roads, bridges or sidewalks for construction projects.
 - H. Consider connections for Safe Routes to Schools, trail crossings, and areas or population groups with limited transportation options.
 - I. Comply with the Americans with Disabilities Act (ADA).
 - J. Complement the context of the surrounding community.
 - K. Update all necessary and appropriate codes, standards, and ordinances to ensure that design components for all modified streets follow the intent of the policy.
 - L. Identify current and potential future sources of funding for street improvements.
 - M. Establish performance measures to evaluate the success of the adopted policy.

5. EXEMPTIONS

Exemptions to the Complete Streets Policy must be documented in writing by either the Director of Public Works or Village Engineer with supporting data that indicates the reason for the decision and are limited to the following:

- A. Non-motorized users are prohibited on the roadway.
- B. There is documentation that there is an absence of current and future need.
- C. The cost of accommodations for a particular mode is excessively disproportionate to the need and potential benefit of a project.
- D. The accommodations for a particular mode would have a negative impact on environmentally sensitive areas.

- E. The project only involves ordinary maintenance activities designed to keep assets in acceptable condition, such as cleaning, sealing, spot repairs, patching, and surface treatments, such as micro-surfacing.

6. EVALUATION

The Village of Bartlett shall document the success of the Complete Streets Policy using the following measures:

- A. Number of new miles of on-street bicycle routes defined by streets with clearly marked or signed bicycle accommodations.
- B. Number of new miles of bicycle and pedestrian side paths and sidewalks.
- C. Number of new bicycle parking spaces.
- D. Number of linear feet of new or reconstructed bicycle and pedestrian accommodations.
- E. Number of new or reconstructed accessible curb ramps.
- F. Total number of funded bicycle and pedestrian projects and new facilities.

COMMUNITY DEVELOPMENT MEMORANDUM
17-131

DATE: March 24, 2017

TO: Chairman and Members of the Bike and Run Advisory Committee

FROM: Tyler Isham, CD & PW Management Analyst

RE: **Invest in Cook Grant Update**

BACKGROUND

The Cook County Department of Highway and Traffic designated \$8.5 million to assist municipalities and other public organizations through a competitive grant process. The purpose of this grant is to assist in the funding of projects that promote livability, transportation and economic development. The project must be located completely in Cook County, and the funds awarded could be used for any phase of a project and can be applied for annually through this competitive program. There is no maximum or minimum amount to apply for with the grant, and they can adjust the amount provided to the organization should they be selected.

Grant applications were due by March 17, 2017 with grant awarding intended to be in August of 2017 after approval of the Cook County Board in July. At that point, there would be an agreement between Cook County and the awarded organizations. In this agreement, the organization must keep a record of how the funds are used as well as benchmarks for completion with reporting on an agreed upon basis back to Cook County.

DISCUSSION

The Village of Bartlett applied for the Invest in Cook Grant to assist in the funding of the design engineering for the West Bartlett Road/Devon Ave Drainage Swale and Bike Path Replacement Project. Staff feels that this project met many of the criteria within the grant and would also greatly benefit residents and travelers of the path itself. The project is currently in the 5-Year Capital Improvement Program. If the Village is awarded the funds, the Village will apply again next year for assistance in the construction of the new drainage swale and bike path that will be engineered.

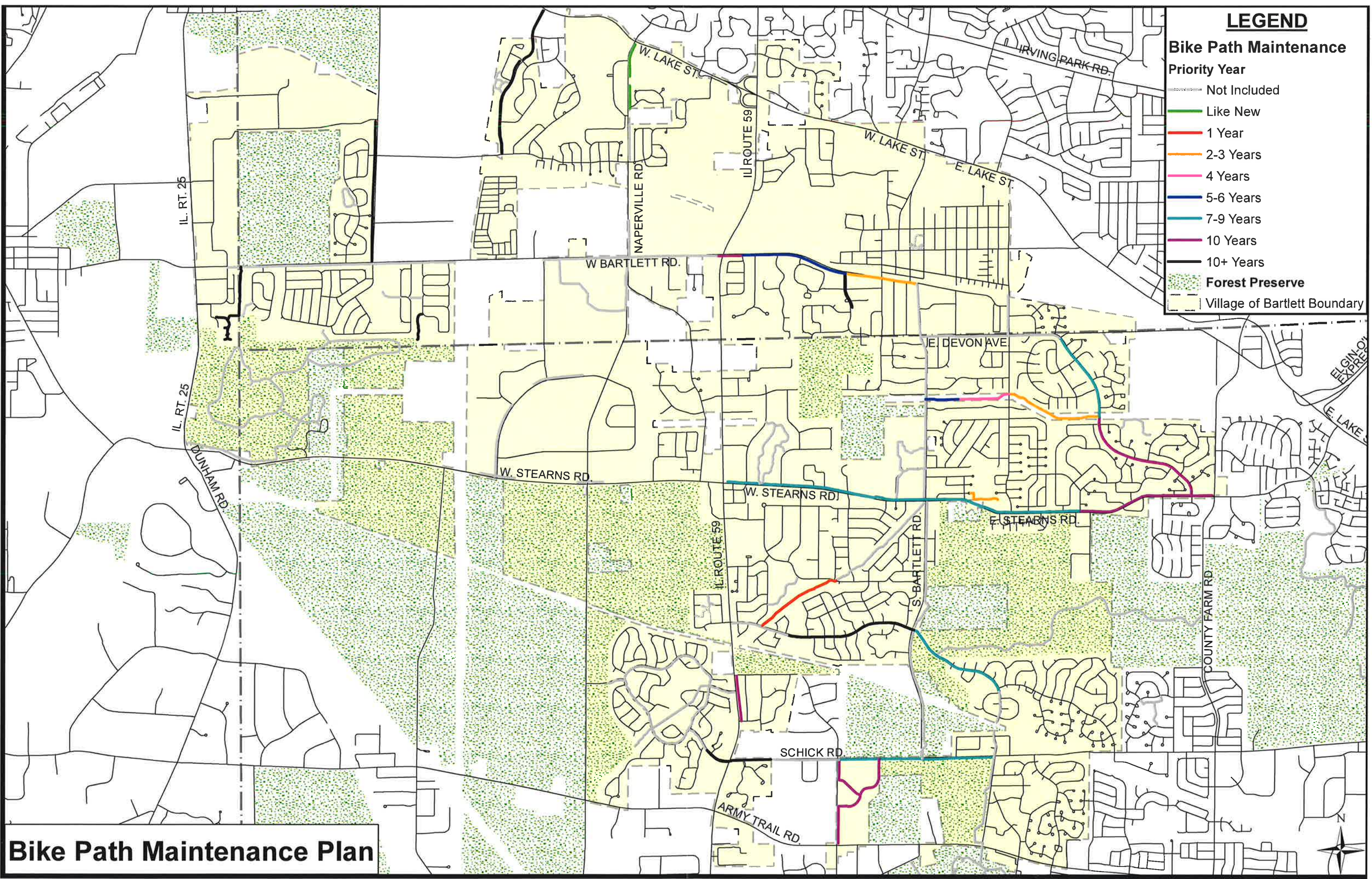
This section of path will help better connect the Bartlett bike path system and will create a more bike friendly entrance into Downtown and the Metra Station.

Staff did have a conference call with Cook County Highway Department about the proposed project to discuss further details and supplemental questions on the application and project. If the Village is successful in obtaining the grant, the Village will be notified in August 2017.

LEGEND

Bike Path Maintenance

- Priority Year
- Not Included
 - Like New
 - 1 Year
 - 2-3 Years
 - 4 Years
 - 5-6 Years
 - 7-9 Years
 - 10 Years
 - 10+ Years
- Forest Preserve
- Village of Bartlett Boundary



Bike Path Maintenance Plan

Village of Bartlett Bike Path Maintenance Plan

Bike Path	Width	Length	Year Constructed/ Improved	Primary, Secondary, New (See Eval. Policy)	Rating	Priority Year	Resurfacing?	Patching?	Total Cost (Estimate)	Comments
Pipeline (Portion Undone) Bartlett Trail	8'	6,544'	1994	Secondary	3	1	Y	N	\$66,000	
Stearns From Chippendale	6'	4,933'	2015	Primary	7	10	N	Y	\$7,000	
Newport (Stearns - Millwood)	10'	4,259'	1994	Secondary	7	10	N	Y	\$6,000	
Newport (Millwood-Dunmore)	6'	2,859'	1994	Secondary	5	7	Y	Y	\$28,600	
Devon (Giles - W. Bartlett)	10	1,102'	1988	Secondary	8	10+	N	N	0	
W. Bartlett (Devon Heading East)	4'	2,274'	1988	Primary	3	2 & 3	Y	N	\$22,740	
W. Bartlett (Devon - Park Place)	5'	3,309'	1988	Primary	4.5	5 & 6	Y	N	\$33,100	
W. Bartlett (Park Place - Rt. 59)	10'	758'	2004	Primary	7	10	N	Y	\$700	
Naperville Rd Path (Near Metra)	4'	2,271'	2007	Secondary	1	0	N	N	0	
Naperville Rd (Timberline Sub.)	10'	711'	2007	Secondary	9	0	N	N	0	
Naperville Rd (After Subdivision)	10'	1,033'	2007	Secondary	9	0	N	N	0	
Lambert (Rt. 20 - Thornbury)	10'	750'	2008	Secondary	10	10+	N	N	0	
Lambert (Thornbury - Edinburgh)	10'	757'	2008	Secondary	10	10+	N	N	0	
Lambert (Thornbury - Spaulding)	10'	2,297'	2008	Secondary	9	10+	N	N	0	
Gifford	8'	4,386'	2004	Secondary	9	10+	N	N	0	
Lakewood Mills Pond Path	8'	913'		Secondary	10	10+	N	N	0	
Glen Koehler Path	10'	1,840'	2014	Primary	9	10+	N	N	0	
Southgate - Rt. 59	10'	763'		Secondary	9	10+	N	N	0	
Rt. 59 - Far Hills	6'	558'	2009	Primary	10	10+	N	N	0	
Schick Rd	8-10'	4,886'	2000	Primary	6	9	N	Y	\$4,500	Some divets and sinkholes
Struckman (Shawnee - Strawberry Ct)	8'	978'		Primary	4	8	Y	N	\$10,000	Detiorating edges and cracks
Struckman (Strawberry - S. Bartlett)	6'	1,444'		Primary	5	8	Y	N	\$15,000	
Struckman (S. Bartlett - Buttercup)	8'	2,039'		Primary	8	10+	N	N	0	Some Settlement
ComEd ROW to Bridge	12'	1,903'	2000	Secondary	6	5	Y	N	\$19,300	
ComEd ROW from Bridge	12'	1,903'	2000	Secondary	5	4	Y	N	\$19,300	Cracks and Rutting Up
ComEd ROW (Prospect - Newport)	12'	1,903'	2000	Secondary	4	3	Y	N	\$19,300	Cracks and Rutting Up
Wallace Ct	6'	1,079'		Primary	0	2	Y	N	\$11,000	Big Patches and Detiorated
Stearns (up to S. Bartlett)	8'	9,170'		Primary	6	9	N	Y	\$8,500	
Stearns (S. Bartlett - Rt. 59)	8'	6,325'	1993	Primary	6	9	N	Y	\$6,000	Some Divets and Cracks
Rt. 59 (Gulf Stream - Granger)	10'	1,410'		Primary	7	10	N	Y	\$1,300	
Bartlett High School Paths	8'	5,125'		Primary	7	10	N	Y	\$5,000	U-46 May Do Work
Totals	N/A	75,357'	N/A	N/A	N/A	N/A	Y	Y	\$283,340	Village Share = \$141,670

Priority Year of 0= Either in prime condition currently to no work needs to be done in foreseeable future, or no work is desired on specific path.

Resurfacing: 2,000 ft.= \$20,000

Patching: \$25/sq. yard

10-15 Year Cycle

COMMUNITY DEVELOPMENT MEMORANDUM

17-121

DATE: June 12, 2016
TO: Paula Schumacher, Acting Village Administrator
FROM: Jim Plonczynski, CD Director
RE: Kickstand Classic II Bike Race Agreement

The Village Staff has been working with Active Transportation Alliance, a not-for-profit alternative transportation advocacy organization, to stage the Kickstand Classic II Bike Race. This event is a timed bike race for all skill levels.

The Village's Economic Development Commission recommended that additional events be held in the village to improve the local economy. The inaugural Kick Stand Classic was very successful and being in its second year is set to be an event held in the community on an annual basis.

For this year's Classic, Active Transportation Alliance is partnering with the Davis Phinney Foundation to pair up their annual race with the Kickstand Classic II Bike Race. The Davis Phinney riders will number approximately 200 and total ridership will remain well below the course capacity. Each Phinney cyclist will race continuously for multiple hours, and thus they will not be sprinting. However, steps are being taken to ensure Davis Phinney cyclists remain a safe distance from slower Kickstand riders.

As part of planning this event, an Agreement between the Village and Active Transportation Alliance detailing the date, route, cost sharing, personnel and equipment required to stage the event needs to be approved by both parties.

Jim Duran of the Davis Phinney Foundation presented the Foundation's sub 5, 100 mile event guidelines and purpose to the Village Board Committee on June 6, 2017. He stated that partnering with Active Transportation Alliance on the Kickstand Classic makes this is a unique event in the cycling world. The Davis Phinney riders are all about safety and making the goal of completing the ride to support the Foundation.

The Committee directed the Staff to contact Active Transportation and have them re-evaluate the cost sharing between the Village and Active Trans now that the Davis Phinney foundation is involved. Staff made contact and Ron Burke, Director of Active Transportation stated that Active Transportation hopes to break even and possibly raise some funds from the Kickstand Classic II. Ron said that there are a lot of additional costs that Active Trans pays for that are not in the MOU and has sent the full project budget (see attached) so that these costs can be viewed. Furthermore, he said that the Davis Phinney Foundation has already entered in to a separate agreement with Active Trans.

CD Memo 17-121

June 12, 2017

Page 2

The Village Board Committee forwarded the MOU to the Village Board for a final vote.

Attached is the MOU Agreement between the Village of Bartlett and Active Transportation Alliance for the Kickstand Classic II bike race on October 1, 2017.

RESOLUTION 2017 - _____

A RESOLUTION APPROVING OF THE AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND THE ACTIVE TRANSPORTATION ALLIANCE FOR THE KICKSTAND CLASSIC II BIKE RACE

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Agreement dated June 20, 2017, between the Village of Bartlett and the Active Transportation Alliance (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved, subject to final approval by the Village Attorney, and such minor modifications to the Agreement and the Waiver form attached thereto as Exhibit C that he deems necessary.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, to the Reimbursement Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: June 20, 2017

APPROVED: June 20, 2017

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2017 - _____ enacted on June 20, 2017, and approved on June 20, 2017, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

**Active Transportation Alliance
Bike Marathon
Location Host Agreement
2017**



<p>To: Village of Bartlett 228 S. Main Street Bartlett, IL 60103</p> <p>Paula Schumacher, Acting Village Administrator Phone 630-837-0800 Fax 630-837-0891 pschumacher@vbartlett.org</p>	<p>From: Ron Burke Executive Director Active Transportation Alliance 9 W. Hubbard St., Suite 402 Chicago, IL 60654</p> <p>(312) 427-3325, ext. 228 (312) 427-4907 fax ron@activetrans.org</p>
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Date: June 20, 2017

AGREEMENT

The Active Transportation Alliance, an Illinois not-for-profit organization (“Active Trans”), will produce the Kickstand Classic Bicycle Race (the “Event”, or the “Race”, or the “Activity”) in conjunction with the Village of Bartlett, an Illinois municipal corporation of Cook, DuPage and Kane Counties, Illinois (“Bartlett” or the “Village”). The Event will take place on public right of way within the corporate limits of the Village of Bartlett improved with roads and streets that are owned by and under the jurisdiction of the Village of Bartlett (“Bartlett Roads”). Proceeds from the Event will support the nonprofit Active Transportation Alliance in their mission to improve biking, walking, and transit in the Chicago region. The Event entails a series of bike races and will be held on October 1, 2017.

1. Bartlett will provide:

- a. All services and staff to ensure agreed upon bike marathon route and closures of Bartlett Road (“Road Closures) on the date of the Event.
- b. Village permitting and community outreach for Road Closures.
- c. Infrastructure for Road Closures (barricades, traffic cones, variable message boards).
- d. Assistance in recruiting local volunteers to support the Event
- e. Police services for the day of Event and overnight security after set-up on the day prior to the Event.
- f. Ample Parking within one mile of the start/finish area
- g. Promotional support through Village outlets
- h. Free access to village water and electricity
- i. Mutually agreed upon additional resources to support the production of the Event

2. Active Trans will provide:

- a. Staff to plan and execute the Event including sponsorship, marketing, logistics, registration, IT support, participant communications, liability assessment, volunteer recruitment and management, etc.
- b. Up to 25 staff members for support on the day of the Event
- c. A robust regional marketing and PR plan, highlighting Bartlett as the Event host
- d. Funding for Event expenses, excluding those which Bartlett has agreed to provide
- e. Payment to Bartlett for the expenses outlined in Exhibit A (expense attachment TBD).

3. Insurance

Each party agrees to secure and maintain the following insurance in full force and effect throughout the Term of this Agreement and shall thereafter maintain said insurance for a period of three (3) years after the Event: (i) commercial general liability insurance (CGL) in an amount not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) general aggregate to cover bodily injury/and or property damage to third parties (including contractual liability coverage), and (ii) workers compensation coverage as required by law. The Village, its officers, officials, employees and volunteers are to be covered as additional insureds on Active Trans' CGL policy with respect to liability arising out of operations performed by or on behalf of Active Trans. General liability coverage for Active Trans can be provided in the form of an endorsement to Active Trans' insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10, GC 20 26, CG 20 33 or CG 20 38 and CG 20 37 if a later edition is used). For any claims related to this Agreement, Active Trans' insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 as respect to the Village and its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Village, its officers, officials, employees and volunteers shall be in excess of Active Trans' insurance and shall not contribute with it. To satisfy the Village's obligation to provide insurance, Bartlett shall obtain either policies of insurance, or maintain its membership in the Intergovernmental Risk management Agency ("IRMA"), which shall obtain policies which provide the coverage in amounts as set forth on Exhibit B attached to and made a part of this Agreement (the "Bartlett/IRMA Insurance Coverage"). Certificates evidencing proof of insurance required of each party shall be provided. The insurance policies shall be written on an "occurrence" basis and shall provide for thirty (30) days' notice of any cancellation or modification of the policy. All insurance shall be written by companies having an A.M. Best's rating of at least A VII. The Village of Bartlett reserves the right to self-insure or provide insurance through IRMA for any and all exposures typically covered by the insurance policies listed herein. This provision shall survive the termination or expiration of this Agreement.

4. Cross Indemnification

- a. The Village of Bartlett agrees to defend, indemnify and hold Active Trans and its members, officers, employees, agents and representatives harmless from and against any and all

injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense, arising out of, resulting from or alleged to arise out of or result from the gross negligence, willful and wanton acts, omissions, failures to act or misconduct of the Village of Bartlett, or its elected or appointed officials, officers, employees, agents, contractors, subcontractors, representatives or volunteers, or arising out of the condition of the Bartlett Roads, or the placement and erection of infrastructure for Road Closures for the Race, except where caused by the active negligence, sole negligence, or willful misconduct of Active Trans, or any of its members, officers, employees, agents, contractors, subcontractors, sponsors, representatives or volunteers.

- b. Active Trans agrees to defend, indemnify and hold the Village of Bartlett and its elected and appointed officials and officers, employees, agents and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense arising out of, resulting from or alleged to arise out of or result from the gross negligence, recklessness or misconduct of Active Trans, or of any of its members, officers, employees, agents, contractors, subcontractors, representatives, sponsors or volunteers in the use or occupancy of the Bartlett Roads during the Event (including set up and take down), except where caused by the active negligence, sole negligence or willful misconduct of the Village of Bartlett, or of any of its officials, officers, employees, contractors, agents, representatives or volunteers.

5. Limitation of Liability

Neither Party shall be liable to the other for any special, indirect, incidental, consequential, punitive or exemplary damages, including, but not limited to, lost profits, even if such party has knowledge of the possibility of such damages, provided, however, that the limitations set forth in this Section shall not apply to or in any way limit the obligations of the parties under Section 4 above (entitled "Cross Indemnification"). The Village of Bartlett acknowledges that the Kick Sand Classic Bicycle Race will be a series of bicycle races that will take place outdoors on the day of the Event and that Active Trans has no control over acts of God, weather, road conditions or pre-existing signage along the Event route.

6. Waivers from Participants and Volunteers.

Active Trans shall procure a Kickstand Classic Bicycle Race Participant Waiver of Liability and Hold Harmless Agreement in form as appended hereto as Exhibit C (the "Waiver") from all participants in the Race. Active Trans shall post and include the form of Waiver in any on line pre-race registration and provide for the on line signature or verifiable acceptance of the terms of the Waiver by all participants, including minor participants signed by the minor participant's custodial parent or legal guardian. Waivers may also be e-mailed to the Village to the attention of Scott Skrycki (sskrycki@vbartlett.org) prior to the day of the Race, or participants may execute the Waiver at the registration desk on the day of the Race prior to participating in the Race. The

Village and Active Trans will each endeavor to procure a Waiver from each of its respective volunteers assisting with the Race.

7. Conduct.

The parties and their respective employees, contractors and volunteers shall act in a legal, professional, and first class manner. Either party may request the other party to remove specific employee(s), contractor(s) or volunteer(s) from the Event at any time due to gross negligence or willful or reckless acts.

8. Cancellation

Each party shall be excused from performance under this Agreement and shall have no liability to the other party in the event that the Kickstand Classic Bicycle Race is cancelled due to an Act of God, war, terrorism, civil disturbance, court order, or natural disaster. Bartlett and Active Trans will negotiate in good faith to agree upon a mutual plan of resolution if this situation occurs.

9. Propriety Rights To Bike Marathon

Nothing in this Agreement shall diminish the rights of Active Trans in regard to future production of a bike marathon. The Kick Sand Class bike marathon shall remain an event produced by, and for the benefit of, Active Trans, both during and after the Terms of this Agreement have expired. Active Trans reserves the right to share benefits of this Event with other charitable partners if agreements are reached that are in the best interest of both charities. Notwithstanding the foregoing, nothing contained herein shall be construed as obligating Bartlett to approve or hold any future Kick Sand Classic bike marathon, or a bike marathon by another name, or renew or extend the term of this Agreement.

The parties have read this Agreement and agree to abide by the policies stated therein.

Dated: _____, 2017

Dated: _____, 2017

VILLAGE OF BARTLETT

ACTIVE TRANSPORTATION ALLIANCE

By: _____
Kevin Wallace, Village President

By: _____
Name: _____
Title: _____

Please email or mail to Active Transportation Alliance, attn.: Clare McDermott, Sr. Manager of Event at Clare@activetrans.org or 9 W. Hubbard St., Ste. 402, Chicago, IL 60654. Thank You!

**Active Transportation Alliance
Kickstand Classic
Location Host Agreement
2017**



Expense Attachment

<p>To: The Village of Bartlett, IL</p> <p>Village President Kevin Wallace 228 S. Main Street Bartlett, IL 60103</p> <p>KWallace@vbartlett.org</p>	<p>From: Ron Burke Executive Director Active Transportation Alliance 9 W. Hubbard St., Suite 402 Chicago, IL 60654</p> <p>(312) 427-3325, ext. 228 (312) 427-4907 fax ron@activetrans.org</p>
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Date: May 5, 2017

The Village of Bartlett has outlined the following expenses to support the production of the Kickstand Classic. The following costs will be divided evenly between the Village of Bartlett and the Active Transportation Alliance. The Active Transportation Alliance will provide additional resources, not governed by this agreement, to ensure a successful event.

The expenses outlined below come to a total of \$38,667.18. These resources will be facilitated and/or provided by the Village of Bartlett. They will be paid for by the Village of Bartlett. The Active Transportation Alliance will reimburse the Village of Bartlett for 50% of the final costs, up to but not exceeding, \$19, 333.89 by a mutually agreed upon date. Should expenses for policing, public works, street closures, portable toilets and trash exceed the estimates below, the additional costs will be covered by the Village of Bartlett.

Village of Bartlett Outlined Costs						
Officer	Reg Hrs	Reg. Rate	OT Hrs	OT Rate	Total	Detail
			7	\$66.82	\$467.74	Overnight Security
			7	\$78.58	\$550.06	Traffic control
			7.5	\$36.24	\$197.30	Traffic Control
			9.5	\$36.24	\$344.28	Traffic Control and Setup
			7	\$36.24	\$253.68	Traffic Control
			7	\$53.15	\$372.05	Traffic Control
	7	\$20.40			\$142.80	Traffic Control
			7	\$52.11	\$364.77	Traffic Control
			8.5	\$49.25	\$328.29	Traffic Control & Set Up
			7	\$66.82	\$467.74	Traffic Control
			7	\$66.82	\$467.74	Traffic Control

EXHIBIT A

			7	\$66.82	\$467.74	Traffic Control
			7	\$66.82	\$467.74	Traffic Control
			7	\$66.82	\$467.74	Traffic Control
			6.5	\$66.82	\$434.33	Traffic Control
			7	\$47.17	\$330.19	Traffic Control
			7	\$66.82	\$467.74	Traffic Control
			7	\$62.95	\$440.65	Traffic Control
			7	\$66.82	\$467.74	Traffic Control
			7	\$47.17	\$330.19	Traffic Control
			8	\$66.82	\$534.56	Traffic Control & Festival
			8	\$50.07	\$400.56	Traffic Control & Festival
			7	\$82.19	\$575.33	Traffic Control
			7	\$50.07	\$400.56	Traffic Control
			7.5	\$66.82	\$501.15	Traffic Control & Set Up
			7	66.82	\$305.76	Traffic Control
			7	\$82.19	\$575.33	Traffic Control Relief Team
			7	\$66.82	\$467.74	Traffic Control Relief Team
			8	\$66.82	\$534.56	Traffic Con Relief and Take Down
			7	\$71.92	\$503.44	Traffic Control Relief Team
			7	\$66.82	\$467.74	Festival Area
			7	\$46.19	\$323.33	Traffic Control Relief Team
			7	\$66.82	\$467.74	Festival Area
			7	\$47.17	\$330.19	Bike Patrol
			8	\$66.82	\$534.56	Bike Patrol & Festival
			7	\$64.85	\$453.95	Bike Patrol
			7	\$47.17	\$330.19	Bike Patrol
			7	\$66.82	\$467.74	Festival area
			4	\$44.66	\$178.64	Record Call Taking
			2	\$66.82	\$133.64	Volunteer Meeting & Set Up
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control

EXHIBIT A

	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
	6.5	\$20.05			\$130.33	Traffic Control
Sewer					\$775.71	
Streets					\$7,030.47	
Water					\$671.69	
Special Signs					\$2,500	Signs
Barricade Rental					\$6,000	Barricades from TSI/TCP
Portable Toilets					Republic	15 Festival Units
Trash and Liners					Republic	35 total boxes and lids with liners
United Rent a Fence					\$973.50	Fence for Festival
Mailing					\$2,800	Neighbor notification
				TOTAL	\$32,502.22	Barricade cost is estimate

EXHIBIT C

Active Transportation Alliance ("Active Trans") is affiliated with events for bicycle riding, bicycle racing and other bicycling events ("Bicycling"). In consideration of being allowed to participate or volunteer in Bicycling, I agree to the terms and conditions contained in this Waiver and Release of Liability.

I or my agent acknowledge and agree: (i) Bicycling is a strenuous activity beyond the capability of some people, and may cause minor, severe and/or permanent injuries or death to people who are not in sufficient physical fitness, training and/or experience; (ii) I have made my own determination as to whether I am able to safely participate and/or volunteer for Bicycling; (iii) Active Trans has not evaluated my ability to participate in Bicycling; (iv) advice dispensed through Active Trans may not be appropriate for me, and it is my responsibility to make this determination; (v) Bicycling is or may be a test of a person's physical and mental limits and carries with it, regardless of physical fitness or experience, the potential for death, serious injury and property loss; (vi) risks of participating in or volunteering for Bicycling include, without limitation, those caused by terrain, facilities, temperature, weather, condition of athletes, equipment, vehicular traffic, actions of other people including, but not limited to, participants, volunteers, spectators, coaches, event officials, and event monitors, and/or producers of the event, and lack of hydration; and (vii) that liability may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained or controlled by them or because of their possible liability without fault. These risks are not only inherent to athletics and participants, but are also present for volunteers;

I or my agent certify that my level of fitness is appropriate to participate in or volunteer for Bicycling and that I am voluntarily undertaking participation or volunteering in Bicycling. I or my agent certify that I have sufficiently trained or prepared for participation in or volunteering for Bicycling. I am undertaking of my free will participation or volunteering in Bicycling, and I have not been advised against participation in such activity by a health care professional. I agree to wear an ANSI, CPSC, or SNELL approved helmet properly at all times while participating in Bicycling affiliated with Active Trans.

I or my agent, for myself, my past, present and future agents, attorneys, representatives, predecessors, successors, assigns, heirs and executors (collectively "Participant Parties"), do hereby waive, release, and discharge Active Trans, the County of DuPage, the Village of Bartlett and each of their respective past, present and future officers, directors, agents, employees, parents, subsidiaries, predecessors, successors, affiliates, designees and assigns, sponsors, volunteers (including any individual giving a presentation, advice or information in conjunction or associated with Bicycling), attorneys, any Active Trans members or representatives (collectively the forgoing are "Active Trans Parties") from any and all manner of liability, claims for damages, causes of action, proceedings, losses, compensation, attorneys' fees, costs, and expenses of suits, claims and demands whatsoever or any kind, which have or may arise in the future from my participation in or volunteering for Bicycling through or involving the Active Trans parties, or any of them, the County of DuPage and/or the Village of Bartlett, including, but not limited to, any and all claims, losses or liabilities for negligence, death, injury, disability, property damage, medical bills, theft or damage of any kind, including without limitation economic losses (collectively, "Losses"), which have or may in the future arise out of or relate to my participation in, volunteering for, or traveling to and from Bicycling via bicycle, car, public transportation, foot, or any other method through or involving the Active Trans Parties, or any of them. I or my agent acknowledge that there may be mode of transportation, persons, dangerous or adverse road or path conditions, hazards, wildlife or hidden objects present during Bicycling through or involving Active Trans and/or the Village of Bartlett or County of DuPage streets, roads or paths. I or my agent understand all of the risks, known and unknown, associated with Bicycling, including without limitation, all those so stated in this waiver and release of liability and all those known and unknown. I or my agent assume the risks, both known and unknown, related thereto of participating in or volunteering for Bicycling through or involving or associated with Active Trans, the Village of Bartlett and/or the County of DuPage. I or my agent assume all other risks,

known and unknown, associated with participating in or volunteering for Bicycling through or involving or associated with Active Trans, the County of DuPage and/or the Village of Bartlett, including without limitation contact or effects of other participants, the effects of weather, and/or the condition of roads, streets and paths used for Bicycling.

I or my agent, on behalf of myself and Participant Parties, AGREE NOT TO SUE or otherwise bring any claim or proceeding for Losses against any Active Trans Parties for any and all Losses assessed against them as discharged herein.

I or my agent GRANT PERMISSION to Active Trans, and those acting by or on behalf of or under its authority the unconditional right to use my name, voice, photographic likeness and physical likeness relating to my participation in or volunteering for Kickstand Classic or other Bicycling event for which Active Trans is so associated. This waiver and release of liability further authorizes Active Trans to edit, to telecast, to webcast, to podcast, to cablecast, to rerun, to duplicate, to use, to syndicate, to license and to distribute in any medium or form said production (collectively "Media"). I or my agent hereby agree, acknowledge, and grant that at creation, Active Trans has and will continue to have all right, title, and interest in and to such Media to do with such Media as it chooses for its independent business purposes or to do nothing at all with such Media. To the extent I have any right, title, or interest in such Media, I hereby assign such to Active Trans. I or my agent further agree that the Media and all rights therein are entirely the property of Active Trans, its licensees, successors and assigns, absolutely and forever, for any and all copyright terms and all extensions and renewable terms of copyright whether now known or hereafter created throughout the world, and for all uses and purposes whatsoever.

I or my agent WAIVE, to the extent I have any, all rights to any current or future compensation to which I may be entitled as a result of use of my name, voice, photographic likeness or physical likeness in such Media.

I or my agent hereby consent to receive medical treatment that may be deemed advisable in the event of injury, accident, and/or illness during this Bicycling event.

I or my agent WILL INDEMNIFY AND HOLD HARMLESS the Active Trans Parties from any and all Losses assessed against them arising or as a result of (i) my actions, inactions or negligence, (ii) the actions, inactions or negligence of the Active Trans Parties and others hereby indemnified, (iii) the conditions of the facilities, equipment, streets, roads, paths, or areas where Bicycling is being conducted and (iv) any other harm, injury or damage caused by an occurrence related to or during Bicycling through or involving Active Trans.

This Waiver and Release of Liability will be construed broadly to provide a release and waiver of liability and those affirmative consents and covenants to the maximum extent permissible under applicable law. If any provision is held by a court of competent jurisdiction to be unenforceable, then that provision is to be construed either by modifying it to the minimum extent necessary to make it enforceable or, if not so allowed by law, disregarding such provision, and all other provisions of this waiver and release of liability are to remain in effect as written. This waiver and release of liability will be governed and construed under the laws of the State of Illinois, without giving effect to its conflict of law rules.

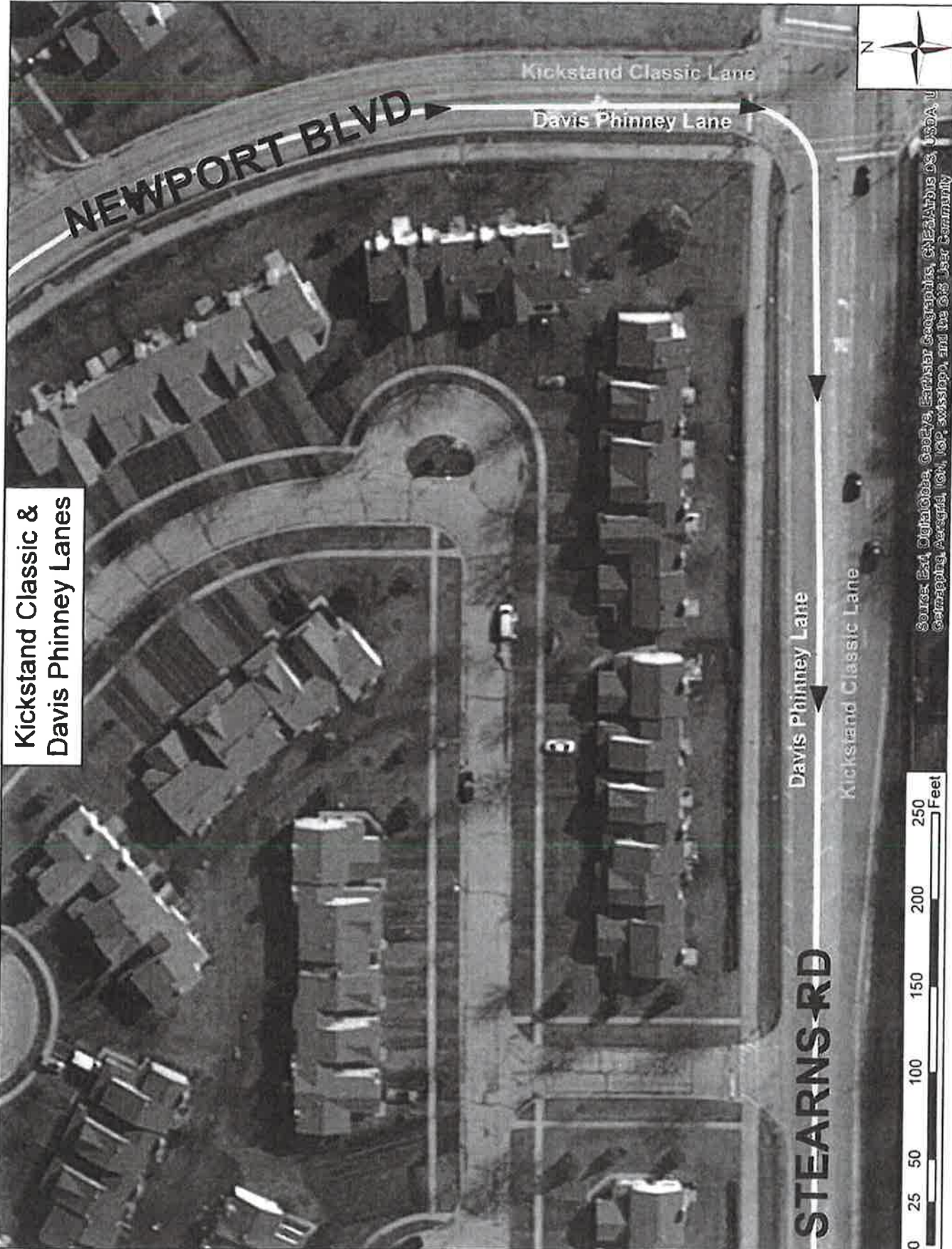
I OR MY AGENT AFFIRM THAT THAT I AM THE PRIMARY REGISTRANT, I AM EIGHTEEN (18) YEARS OF AGE OR OLDER, AND I HAVE READ THIS DOCUMENT AND UNDERSTAND ITS CONTENTS.

IF REGISTERING A MINOR, I represent that I am the custodial parent or legal guardian of the minor. I consent to the terms of the foregoing application form, including the waiver and release of claims and indemnity on his/her behalf. I affirm I have the authority to grant such consent. In the event the foregoing

affirmation is not accurate, agrees to save and hold harmless and indemnify each and all of the parties referred to above from all liability, loss, cost, claim or damage whatsoever which may be imposed upon said parties because of any defect in or lack of such capacity to so act and release said parties on behalf of the minor and the parents or legal guardian.

I or my agent agree to the terms listed above:

X _____



Kickstand Classic &
Davis Phinney Lanes

NEWPORT BLVD

Kickstand Classic Lane

Davis Phinney Lane

STEARNS RD

Davis Phinney Lane

Kickstand Classic Lane



Source: Esri, DeLorme, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, U
GeoMapping, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community

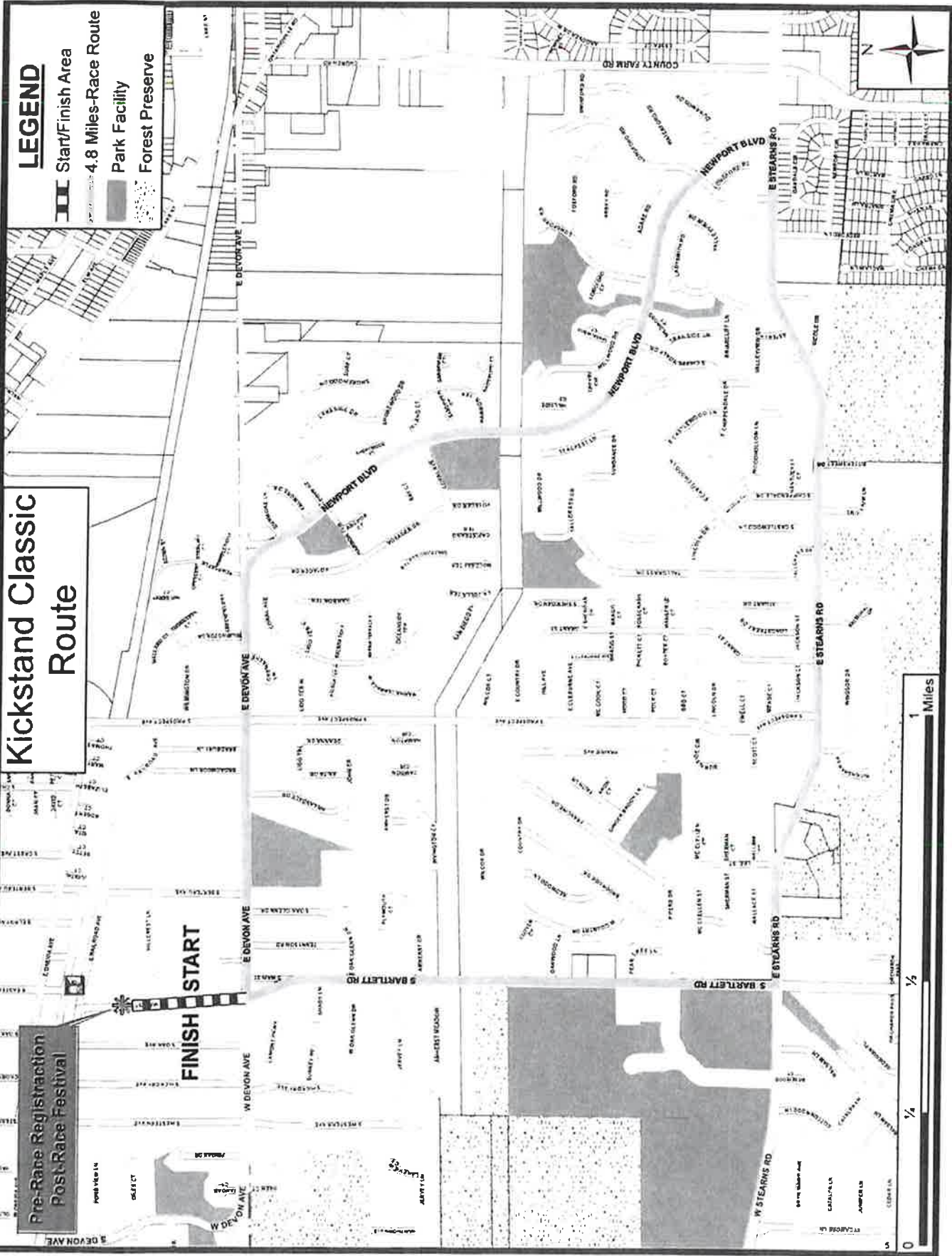
Kickstand Classic Route

Pre-Race Registration
Post-Race Festival

FINISH START

LEGEND

- Start/Finish Area
- 4.8 Miles-Race Route
- Park Facility
- Forest Preserve



FUND	EXPENSES	VENDOR	Anticipated	NOTES
PROFESSIONAL FEES/RENTALS				
	Band/Entertainment		\$500.00	
	Face Painting	Jazzi the Clown	\$375	
	Walkies		\$1,000.00	
	Tent/Tables/Chairs/Stage/Generators		\$5,000.00	
	Sound System		n/a	
	Timing System	LAS	\$3,225.00	
	Truck rental	MAK Services	\$1,222.50	
	Portalets	Bartlett/Republic		Via bartlett
	Barricades & Public Works	Bartlett/TCP & TSI		Via bartlett
	Signage Road Closure	Bartlett/TCP & TSI		Via bartlett
	Trash Receptacles	Bartlett/Republic		Via bartlett
	Police	Bartlett	16,250.00	Via bartlett
	Ambulance and EMS services		\$2,700.00	Paid directly to Fire district in 2016
	Additional Equip. rental			Barricades: Gators
	SAG		\$500.00	
	Credit Card Transaction fees			
	Laptop Rental		N/A	
	Insurance	McKay	\$4,130.50	
		TOTAL	\$34,904.00	
SUPPLIES				
	Water for Festival area		\$125.00	
	Ice		200.00	
	Snacks for Rest Stop		n/a	
	Misc supplies		300	
	Cups		\$100.00	
		TOTAL	\$725.00	
Giveaways & Merch				
	Tech Shirts	Marathon	\$4,500.00	
	Ribbons for medals & Keychains for 16+ medals	icandee	\$300.00	
	Plaques/Trophies winners	icandee	\$400.00	
	Jerseys	Adventerra	\$2,000.00	
		TOTAL	\$7,200.00	
M&C				
	Facebook promoted post		\$195.00	
	Chicago Athlete Ad	email blast	\$595.00	
		TOTAL	\$790.00	

PRINTING									
	Rack Cards			I Candee (qty 1500)				\$600.00	
	Posters			I Candee (qty 200)				\$200.00	
	Banners							\$200.00	
	Yard Signage			Motr Grafz				\$400.00	
	Course signage							\$400.00	
	Ride Guide							\$845.00	
	Race numbers/bibs							\$100.00	
				TOTAL				\$2,745.00	
POSTAGE									
	Merch shipment								
	Neighborhood notices			Village Mailing					I think this is incorporated into the total ? charged by Bartlett
				TOTAL					
STAFF TRAVEL									
	Mileage/Cabs			Staff Travel to Bartlett				\$350.00	Transportation to/from Bartlett meeting
	Hotels							\$750.00	
				TOTAL				\$1,100.00	
VOLUNTEER									
	Vol Night Food							200	
	Event Day Food							\$750.00	
	Stipend							1,000.00	
	Volunteer Tshirts			Marathon Sportswear				\$1,500.00	
				TOTAL				\$3,450.00	
				TOTAL				\$50,914.00	



To: CarlGoldsmith
Company: Village of Lombard
Work: 630-620-5740
Fax:
Regarding: Quote

Date: 5/1/2017
Pages:

Enclosed you will find a quotation for the outdoor structure(s) you requested. This quote includes the options discussed as well as shipping information. Our materials will arrive knocked down and require assembly/installation.

All of our outdoor structures are designed to be anchored to a level concrete surface to meet local loading requirements.

Please note, that it is the customer responsibility to unload shelters when they arrive at the designated destination. This typically requires a loading dock and fork lift for most sizes. If you are unable to provide the equipment and/or man power to accomplish unloading, please let us know so that we can discuss the alternatives.

I am confident you will find our shelters to be an excellent product, and will provide the long-term solution your facility is looking for. We currently have over 10,000 installations at facilities around the country, and our outdoor structures have achieved very positive results.

Should you like to review any aspect of this material, please do not hesitate to give me a call. I look forward to discussing this project in greater detail.

Lori Arvidson

Duo-Gard Industries

40442 Koppnick Road, Canton, MI 48187

Ph: 734-207-9700, Fax: 734-207-7995

QUOTATION

Number: 30758 Date: 5/1/2017

Preparer: Lori Arvidson

Name: Carl Goldsmith

City: Lombard

Company: Village of Lombard

State: IL Zip: 60148

Address: 255 E. Wilson

Telephone: 630-620-5740

Fax:

Shelter Style: Bike Shelter - Sentinel Shelter Size: Width: 16' Length: 36'

Roof Style: Standing Seam Hip Door Style: # of Doors:

	<u>Quantity</u>	<u>PER</u>	<u>Unit Price</u>	<u>Cost</u>
Walls, Roof	1352.00	S.F.		\$31,794.00
All Weather Ceiling Panels <input type="checkbox"/> Yes <input type="checkbox"/> No		S.F.		
All Weather Wall Panels <input type="checkbox"/> Yes <input type="checkbox"/> No		S.F.		

OPTIONS

Includes railing on 3 sides - open front
bike racks not included

PE Stamped drawings available for an additional
\$2450.00

*Lead time: 8-12 weeks from approved drawings

Sub Total: \$31,794.00

Packaging, Handling, and Delivery (F.O.B. Destination): \$1,093.00

Number of Units: 1

Sub Total: \$32,887.00

Sales Tax:

Duo-Gard Installation Services:

6.25% IL Sales Tax \$1,987.13

Grand Total: \$34,874.13

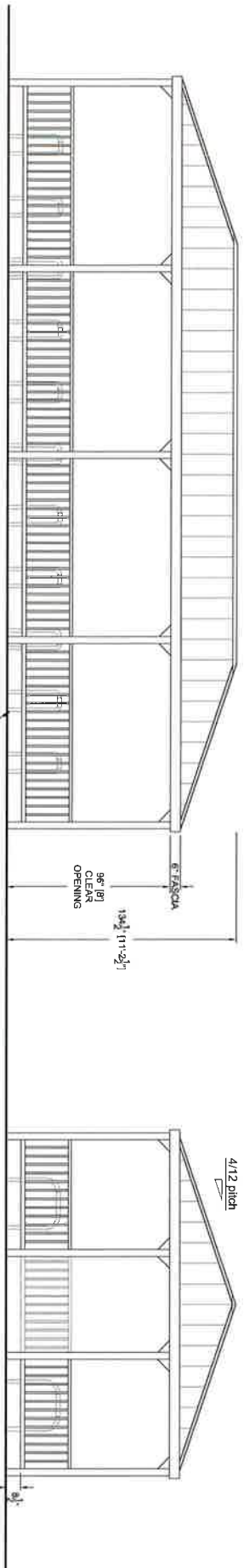
Sentinel style bike shelter w/ railings on three sides, a metal standing seam hip roof and dark bronze anodized aluminum framing. Stamped drawings, calculations, permits, and concrete are not included in this pricing. Shelter will arrive knocked down and require assembly. Unloading not included.

PRICES SUBJECT TO CHANGE IF NOT ACCEPTED WITHIN 30 DAYS

There will be a MINIMUM 20% charge for all cancelled orders - 50% Deposit Required

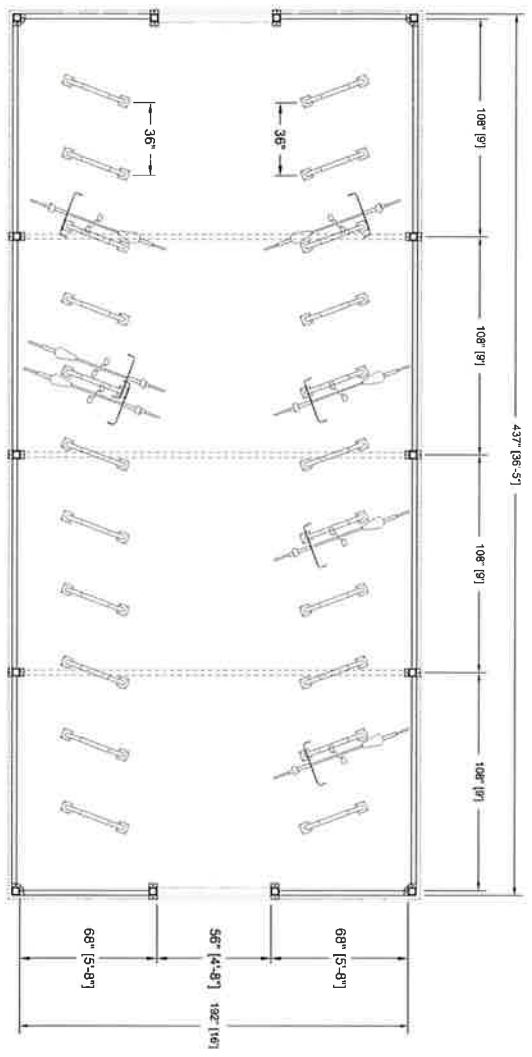
Note: A forklift and loading dock are required for unloading. Fork extensions could be needed.

Contact us if this needs to be revisited to accommodate your needs

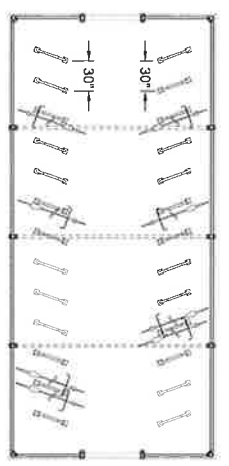


FRONT ELEVATION

GABLE END ELEVATION



PLAN VIEW
36" RACK SPACING



PLAN VIEW
30" RACK SPACING

- NOTES:
- FINISH IS TO BE DETERMINED (POWDERCOAT OR ANODIZED TYPE)
 - ROOF IS STANDING SEAM HIP W/ 6" FASCIA
 - GAINSVILLE RAILING
 - ANCHOR BOLT KIT
 - INVERTED 'U' STYLE RACK SHOWN WITH 36" AND 30" SPACING
 - SEE QUOTE FOR OPTIONS

- DESIGN IS PRELIMINARY, AND INTENDED TO COMPLY WITH SPECIFICATIONS IN ALL ASPECTS, AND PENDING CUSTOMER APPROVAL. ANY DEVIATION FROM SPECIFICATIONS IS UNINTENTIONAL AND MAY BE DISREGARDED. PLEASE CONSULT THE FACTORY.
- ALL DIMENSIONS TO BE FIELD VERIFIED

BIKE CAPACITY		
RACK SPACING	# OF RACKS	# OF BIKES
36"	22	44
30"	26	52

DUO-GARD
FORGE AHEAD.
Duo-Gard Industries, Inc.
Tel (734) 207-9700 Fax (734) 207-7995
www.duo-gard.com

THIS DRAWING IS PROPRIETARY AND FOR THE SOLE USE OF OUR CUSTOMER AND MAY NOT BE COPIED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT FROM DUO-GARD INDUSTRIES, INC. LEAD TIME BEGINS UPON RECEIPT OF SIGNED SHOP DRAWINGS

APPROVAL SIGNATURE _____ DATE _____

PROJECT NAME: CUSTOMER SAMPLE

DESCRIPTION: 16' X 36" SENTINEL" BICYCLE SHELTER, PLAN AND ELEVATION DETAILS

PRJTG ENG	PRJTG MGR	DRFTTR	DWG DATE	REV1	REV2	SCALE	PAGE	OF	DRAWING #
BDI	SM	GS	9.1.2016			1/8" = 1'-0"	1	1	1636STNL