



**VILLAGE OF BARTLETT
BIKE AND RUN PLAN ADVISORY COMMITTEE
AGENDA
BARTLETT MUNICIPAL CENTER
COUNCIL CHAMBERS
228 MAIN STREET
September 27, 2018**

3:00 P.M.

1. Roll Call
2. Approval of June 28, 2018 meeting minutes
3. Old Business / New Business
 - a. Status report on Bike Path Maintenance
 - b. DuPage Forest Preserve District Update
 - c. Park District Update
 - d. Grant Updates:
 - Invest in Cook Grant denial
 - IDNR Grant submitted to State Representative
 - IDOT Phase I/II meeting on Train Station Bike Shelter/racks
 - RTA Grant Submittal
 - e. Continued Discussion regarding adding on-street bike routes to the Bike Path Map
4. Adjournment- Next meeting December 27, 2018



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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, J. Goetz, D. Palmer, J. Stacy and B. Hendricks

ABSENT:

ALSO PRESENT: J. Plonczynski, K. Stone, K. O'Brien and M. Decker

APPROVAL OF MINUTES

A motion was made to approve the minutes of the March 29, 2018 meeting with corrections from J. Stacy to J. Goetz.

Motioned by: J. Stacy

Seconded by: B. Hendricks

Roll call

Ayes: Chairman Camerer, J. Goetz, D. Palmer, B. Hendricks and J. Stacy

Nays: None

Abstain: None

Motion carried.



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OLD BUSINESS/NEW BUSINESS

BIKE MONTH PROCLAMATION

M. CAMERER stated the month of May has been declared Bike Month by the Village Board.

BIKE PATH MAINTENANCE UPDATE

J. Plonczynski stated he was under the impression that **T. Isham** had made a hand out. The Village has received some of the funds allocated for Public Works to do some of the paths that were indicated on our chart. They should start sometime this summer, but no exact date is known at this time. Some work has been done at Munger Road and Army Trail by putting up the stop sign and clearing some trees. **J. Plonczynski** stated the path and the bridge near Centennial School has been completed, three weeks ahead of schedule. **J. Stacy** stated the path behind the funeral home needs repair and through Apple Orchard by the Frisbee golf area are in need of major repair. **J. Plonczynski** stated the main goals were pavement replacement, resurfacing and restriping.

DUPAGE FOREST PRESERVE DISTRICT UPDATE

Mark Decker with DuPage Forest Preserve District of DuPage County gave an update on the North Central DuPage Regional Trail near the Woodland Hills neighborhood along Munger Road. The qualifications for Phase I have been completed and there is a high likelihood that there is a habitat for the Rusty Bumblebee which is good news to have an endangered species on the property; however, this could hold up the project. An Illinois Natural History Survey is needed to determine if bumblebees are within the project site and if they are, they will need to apply for an Incidental Take Authorization to allow them to relocate the endangered bumblebees. If this can be done, **M. Decker** stated they are still on for construction for 2020. **J. Goetz** asked if there was a risk of losing the funding if the project wasn't done by 2020. **M. Decker** stated the way he understands it, as long as the project was started within the timeframe they would be fine. **J. Goetz** stated he was under the impression that the construction was to start in 2019, but the bumblebee issue is extending it to 2020 and how did they determine there were endangered bumblebees? **M. Decker** stated there is a map on the DuPage Forest Preserve website that is dedicated to the bumblebees that shows the prominent area that are prime habitat. **J. Plonczynski** stated some highway projects have been held up due to the bumblebee. Northern Kane County had to do the same biological survey as well.

PARK DISTRICT UPDATES

Kimberly Dasbach (Superintendent of Recreation, Bartlett Park District) gave an update on the Beaver Pond boardwalk, stating it has been completed and is open for use.

GRANT UPDATES

• INVEST IN COOK COUNTY

M. Camerer asked for an update on the grant for Invest in Cook County for the area in front of the Village Church. **J. Plonczynski** stated yes, it's for the preliminary engineering path design for the area from Devon going east. If we get the next grant, it will be for constructing this plan. This is not expected to get done until maybe next year. **M. Camerer** hopes that the Village will work with the Village Church



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because on the plan they are eliminating the west entry. **J. Plonczynski** stated they will be putting one on Devon. **M. Camerer** stated this will be great with one less entry and exit in breaking up the bike path. The Church is planning on repaving in the near future, so he hopes the Village takes this into account when the Village does their work. **J. Plonczynski** stated the Village has just approved the Church plans, so this has been confirmed on the new plans. **J. Goetz** asked what will be the width of this path be. **J. Plonczynski** stated this path will be consistent with the path on the west side which is an 8 ft. then tapers down near the east end to 6 ft. **J. Stacy** stated the asphalt goes into the walking path no seam, a nice transition, 8 ft. then 6ft. then closer to Western to a sidewalk. **M. Camerer** asked **J. Plonczynski** if the State law required 10 ft. bicycle paths. **J. Plonczynski** stated 10 ft. is recommended but this narrow of an area with sloping, the engineering designed it to what would fit. The primary objective in this project is the drainage, because when it rains the water just sits there. Pipes will be put in and create bio swales to flow better and not have the constant standing water, getting rid of some of the mosquito problems and mud for the Church. **M. Camerer** asked if the Army Corp of Engineers had any issues with the drainage because of the creek to the east of the property. **J. Plonczynski** stated the Village has been working very closely with the Corp. to ensure everything is done the correct way. **J. Goetz** asked what the status of the Cook County Grant application was for next year. **J. Plonczynski** stated the application has been submitted in March for the engineering along with a phone interview in April for a follow-up project for the construction. This gave us some confidence that they were still considering us. Without the phone interview Bartlett would have been out of the running.

- **IDNR GRANTS**

K. Stone stated a request has just been submitted at IDNR requesting to extend the project for an additional 2 more years instead of the usual 1 year extension. The funding is still on hold for a grant that has been awarded back in 2014 to connect Lakewood Mill to the State Park as well as Kohler Fields. When it comes back out, we will need to go back out to bid. **J. Goetz** asked what the cost of the project was. **K. Stone** stated \$70,000. This was a big funding source at the time, but was Gov. Rauners way of negotiating the budget by freezing everything that wasn't critical funds. IDNR was hopeful the funds were going to be released last year but it never happened.

- **TRAIN STATION BIKE SHELTER**

J. Plonczynski stated this will be held up due to additional paper work because it was a joint application with 8 communities within the DuPage Mayors and Managers area. Bartlett was approved for the shelter and the bike racks. Howard Killian with the Village of Elmhurst informed us since it involves federal money, we will need to do a PPI report that has to do with clearing the federal money. Once this is done there will be a kick off meeting and the funds will be released. We can then purchase the equipment and Public Works will install the shelter and bike racks. **J. Stacy** stated he ran across an old brochure, DuPage once had a bike to Metra work week that was sponsored by Spin Doctor and Active Trans Alliance. He also wanted to know if May will always be Bike Month. **J. Plonczynski** stated the Bike Proclamation has been done every May.

M. Camerer asked if anyone had any additional comments or questions. No one came forward.

DISCUSSION OF ADDING ON-STREET ROUTES TO THE BIKE PATH MAP

M. Camerer wanted to be clear on the discussion: will it be actual signage or stripes and actual markings on the street. **K. Stone** stated depending on what recommendations are will depend on each case. If there is parking on the street, then typically you don't want the lines marked, you just want the route,



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which would cause confusion if people can park in a bike lane or not. Bartlett doesn't have that many roads that are wide enough to allow on street parking and have a separated bike lanes, so in most cases it will be signage which is cheaper for maintenance as well. A lot of the roads in Bartlett are bicycle friendly and what the goal is, is to get people from one location to another. **M. Camerer** asked if the idea was similar to Chicago where the streets had actual markings. **K. Stone** stated yes but most will be just signage stating the bike route from one location to another, along with the mileage. **J. Stacy** always thought of a bike route as one major path to another. **J. Goetz** asked what the next step in getting the future on street paths to be current paths. **K. Stone** stated this committee would make recommendations for the Board to adopt what streets we would like to designate as bike routes, add an amendment to the bike path map so it's an official document and then we could start the signage. What we don't want is a route that will not get you anywhere. If there is a connection from Naperville Road to Lambert that would help people get to Riley's Run Park. **B. Hendricks** stated perhaps a well-designed bike path approaching sign such as the no cell phone signs may be helpful, it's very dangerous for bike riders out there. **J. Plonczynski** stated the type of signs similar to Woodland Hills is what we are looking at putting up, which were made in house.

M. Camerer referenced table 2A from the Committee packet and asked if the streets that were highlighted in red were the streets Staff would recommend for on street bicycle routes. **K. Stone** stated personally from a planning perspective it would be great to have one along Apple Valley that comes along Foster that will get you from Home Depot to Jewel. There are more paths on the chart than are needed. **J. Stacy** stated there is a path near Naperville Road south of Bartlett Road that just stops, maybe this path can be continued through to the business park. **K. Stone** stated this is one she would rather see as a path because of the speed. **J. Goetz** asked when the signs can be put up. **K. Stone** stated when we get a solid recommendation from this Committee and take the map with the actual designated routes to the Village Board. **K. Stone** stated this Committee will need to go over the map, think what routes are appropriate, which ones aren't, but most important, look at Cook County. Cook County hasn't been looked at before and Wayne has already given us a start. Perhaps Spaulding Road on the east side maybe ok as long as it's not directed south to Naperville Road to the Metra Tracks without a crossing. **J. Stacy** stated Devon and Bartlett Road would be nice area for bike route and then around to the pond. **J. Goetz** asked if everyone should put a list together. **K. Stone** stated the next meeting would be a good time to go over everyone lists and discuss why we should have routes in certain areas. Then we will have more credence once it goes to the Village Board because they will get a copy of the meeting minutes. **M. Camerer** asked if the signs or street markings should state for bicycle/run routes. **J. Stacy** stated he didn't think it mattered as long as it was a safe place to run. **J. Plonczynski** stated we can look into a prototype to say bike/run/walk connection. **M. Camerer** stated if anyone in the audience would like to send in any suggestions into the Village this Committee would be more than happy to entertain their ideas.

K. Stone suggested to the Committee members that they send in their path ideas before the next meeting so she can map things out and work on it interactively. **J. Goetz** stated several meeting ago he proposed some signage that seemed well received but has not seen them yet. One being North Central DuPage Regional label on a few signs designating the route. Also, the crossing along Stearns and Schick where there is a bike crossing between that stop sign and the street. **K. Stone** stated she will follow up with Dan Dinges at Public Works to see if this was something we can produce in house or not. **J. Stacy** stated he went the North Central DuPage Path and went 11 miles, without the bike route signs he would have been lost. **J. Goetz** stated especially if Struckman is made a bike route there should be sign that North Central DuPage Path turns off at this point.



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M. Camerer asked if anyone from the committee or audience had any questions or comments regarding the on street bike routes.

T. Witt would recommend that Bartlett get signs similar to Schaumburg, which are 3D. Such as Library 1 ½ miles, Community Center 1 ½ miles. **T. Witt** gave a thumbs up on the Boardwalk, however when it rains almost the entire trail is flooded and not walkable. **T. Witt** went on to mention he was with Chairman Dan Cronin and his Staff on the rainy Bike to Work Day which gave him the opportunity to bend his ear on a few subjects while they were taking shelter. **T. Witt** suggested a bike side path down Stearns Road from Rt. 59 down to the State Park that would bring revenue into the Village. **T. Witt** was told by Cook County that Spitzer Road would be dedicated as soon as the Village and the Township would agree on some kind of jurisdictional agreement. **J. Plonczynski** stated that Spritzer is in Bartlett that we built, they may be talking about West Bartlett Road in that area. The road is closed to thru traffic because they just issued the permit for the tie into West Bartlett Road which is their road jurisdiction, which is the only reason it's closed. **T. Witt** stated Spitzer Road should be a bike route. His final comment was if anyone is interested there is an Active Transportation Alliance map posted on the wall at Spin Doctors as well as Village maps. **T. Witt** also wanted to mention when coming down the bike path towards Devon Avenue there are invasive weeds growing below the trees that block the view of oncoming traffic that needs to be cleared. **J. Plonczynski** stated he would see that the code enforcement officers check into this issue and take the necessary steps, but believes this is private property.

M. Camerer asked if anyone else had any questions or comments. **J. Goetz** stated he has done some research and there is a lot more money out there in Grants that the Village should apply for. A simple Google search for Bicycle Path Grants came up with six solid leads. One being US Department of Transportation just launched "The Build" transportation program. They claim to have 1.5 Billion dollars available for local projects, but we would need to apply by July 19, 2018. The Federal Highway Administration has a Surface Transportation Grant. Also, CMAQ, Congestion Mitigation Air Quality. Elgin just received 2.5 million to build a path from Bowes Creek to the Fox River, partially funded by \$600,000 by Elgin, when another project comes along they will extend the path across the Fox River. An organization called People for Bikes and Bikes Belong both have an annual grant. Rails for Trails also has a grant but not sure Bartlett would qualify for this one. NP Connect has a searchable database of grants. **J. Goetz** stated he would love to see us apply for more grants since everything always comes down to not having enough money to start or complete projects. It's unknown the specifics of any of the grants or if you need a dedicated project first, but they are worth looking into. **J. Plonczynski** stated the Village did look into some grant for an overpass for the railroad tracks near West Bartlett Road but we didn't quite meet the requirements. CMAQ is how we are funding Rt. 59 & West Bartlett Road. Usually grants have local shares and to get that local share you have to make sure the Board and Committee make recommendations but they are always a match. **J. Goetz** stated he read in the paper about the decision for the path at Rt. 59 and West Bartlett. He would have liked to of seen some initial upfront participation from this Committee into the decision to not accept the money. **J. Goetz** stated he would have liked to be at the Board meeting and maybe even consult this Committee before the decision was made. Maybe the outcome would be the same. **M. Camerer** stated he did mention this at the Board meeting and the Members took the advice from Public Works because it became a safety issue putting a path alongside the bridge until they widen the bridge. With the amount of money it would cost to do this, the money would be better spent putting an overpass over the railroad tracks near West Bartlett Road.

M. Camerer asked if anyone had any other comments. No one came forward.



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A motion was made to adjourn.

**Motioned by: D. Palmer
Seconded by: B. Hendricks**

All in favor.

Motion carried.

The meeting adjourned at 4:10

NEXT MEETING SEPTEMBER 27, 2018



IDOT Bureau of Local Roads Phase I / Phase II Kick-Off Meeting Minutes of Meeting

DuPage Co. Municipality Bike Rack Program
Various Locations
DuPage County, Illinois
Section No.: 18-00196-00-MS

Date: September 14, 2018
Time: 10:00 am
Place: IDOT Local Roads Conference Room A
From: Matthew Cesario – BLA, Inc.

Participants:

Ms. Marilyn Solomon	IDOT BLRS	847-705-4407
Mr. Moe Kawash	IDOT BLRS	847-705-4205
Ms. Carmen Ramos	IDOT BLRS	847-705-4269
Mr. Glenn Tredinnick	IDOT BLRS	847-705-4415
Mr. Chad Riddle	IDOT BLRS	847-705-4406
Mr. Howard Killian	City of Elmhurst	630-530-3041
Mr. Jeremie Lukowicz	Village of Villa Park	630-834-8505
Mr. Andy Sikich	Village of Hanover Park	630-823-5650
Mr. Matthew Cesario	BLA, Inc.	630-438-6400

Overview:

This meeting was held as the IDOT Bureau of Local Roads Kick-Off Meeting for Phase I and Phase II for the Bike Rack Program for various municipalities located in DuPage County. The meeting began with introductions and a project overview. The discussion and decisions are as follows:

Project Overview:

- Multiple agencies located in DuPage County have received TCM funding for the implementation of bike rack storage facilities, canopies, and lockers. The agencies involved are; Bartlett, Downers Grove, Villa Park, Hanover Park, Lombard, DuPage County, and the City of Elmhurst. The City of Elmhurst is the lead agency on the project.
- The project is a material only contract. The agencies will utilize in-house forces to install the equipment.

Phase I

- The project will be processed under the CE-I with No Report (BLR 19100).
- The PPI for has been submitted to DMMC and is being processed.
- The installation of the bike racks are within each agency's right of way or property with the exception of one location at the railroad commuter lot in Downers Grove. There is an agreement between Downers Grove and the railroad in order to install the facilities. The agreement will be provided in the Phase I Submittal. There are no state routes.
- Coordination with the railroad will occur in Phase I with the commitments in Phase II.
- Due to the nature of the project, a local letting rather than the state letting should be considered. If it is determined that the project be placed on the local letting a letter shall

be submitted to Ms. Solomon requesting the project be placed on the local letting.

- The City of Elmhurst is the lead on the project. Agreement letters from all participants stating all parties are in concurrence with the project are to be included in the Phase I package.
- The following items are not part of this project:
 - Tree Removal and Replacement
 - Structures – Bridges, Walls, etc.
 - Park or wetland impact
 - Special Waste
 - School Impacts
 - Historic District
 - Easements / Right-of-way
- There are buildings located adjacent to several installation locations which are over 40 years old. An Environmental Survey Request (ESR) is to be submitted for cultural clearance. Photograph log must be included in the ESR submittal.
- A USGS map, location map, aerial map with ESR limits are to be included in the ESR Submittal. The ESR can be emailed to IDOT for processing.
- Phase I kickoff meeting minutes are to be included in the Phase I Submittal.
- Design Approval is anticipated by end of January 2019 with an anticipated April 2019 letting. There is flexibility on the letting if the project is placed on the local letting rather than state letting.

Phase II

- The bike rack storage facilities are to be standard items. A proprietary request letter is to be submitted if a specific item is desired from the agency.
- It is anticipated that there is to be contract specifications with quantities and details and no plan sheets necessary for the project.
- Special provisions are to be included in the contract documents indicating where the materials are to be delivered.

Actions

- BLA to submit the ESR for Cultural Clearance.
- BLA will submit the CE-I with No Report Phase I.
- A letter requesting the project be placed on the Local Letting to be submitted to IDOT.
- The City of Elmhurst to obtain agreements from all participants including railroad to be included in the Phase I submittal.
- Photographs to be obtained by each agency for the ESR Cultural Clearance.

The above constitutes my understanding of the discussion and decisions reached. Should there be any additions, deletions, or clarifications, please contact the undersigned immediately.

Sincerely,

BLA, INC.



Matthew Cesario, P.E.
Project Manager



Illinois Department of Transportation

Attendance Roster

Bureau: Local Roads and Streets

Section: 18-00196-00-MS

Project/Topic: City of Elmhurst; (Bike Storage Facilities); Phase 1 & 2 Kick off meeting

Date: Friday, September 14, 2018

Time: 10:00 AM

Location: Local Roads Conference Room A

Attendees	Representing	Phone Number	Email Address
1. Marilyn Solomon MS	IDOT - D1 - BLRS	(847) 705-4407	Marilyn.Solomon@illinois.gov
2. Moe Kawash MK	IDOT - D1 - BLRS	(847) 705-4205	Mohammad.Kawash@illinois.gov
3. Chad F Riddle CR	IDOT - D1 - BLRS	(847) 705-4406	Charles.Riddle@illinois.gov
4. Carmen E Ramos CR	IDOT - D1 - BLRS	(847) 705-4269	Carmen.E.Ramos@illinois.gov
5. Glenn Tredinnick GT	IDOT - D1 - BLRS	(847) 705-4415	Glenn.Tredinnick@illinois.gov
6. Christine A. Code	IDOT - D1 - BLRS	(847) 705-4333	Christine.Code@illinois.gov
7. Howard Killian	City of Elmhurst	630-8530-3041	howard.killian@elmhurst.org
8. Matthew Cozario	BLA	630 438 6400	mcozario@blainc.com
9. Andy Sikich	Hanover Park	630-823-5650	asikich@hpil.org
10. Jeremie Lukswicz	Village Park	630-834-8505	jlukswicz@villagpark.com
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12.			
13.			
14.			
15.			



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JAMES A. GRABOWSKI
CITY MANAGER

September 17, 2018

Ms. Marilin Solomon
Illinois Department of Transportation
201 West Center Court
Schaumburg, Illinois 60196

Re: Bike Rack Storage Facilities Various Locations
DuPage County Agencies DuPage County, Illinois
Lead Agency: City of Elmhurst
Section No.: 18-00196-00-MS

Subject: Request for Local Letting

Dear Ms. Solomon:

The Village of Bartlett, Village of Downers Grove, City of Elmhurst, Village of Hanover Park, Village of Lombard, Village of Villa Park, and DuPage County has received federal dollars to install bike storage facilities across various locations in each agency's jurisdiction. The intent of the Bike Rack Storage Facility project is to provide residents and commuters with an alternative transportation option either at the beginning or end of their commute. These facilities will be placed in commuter parking lots, downtown areas, or key government buildings. Each agency will install the equipment utilizing in-house forces.

On behalf of all the agencies involved in the Bike Rack Storage Facility project, the City of Elmhurst would like to request that the project be on the local letting with federal funds rather than the state letting. The scope of the project is a bid for materials only and therefore it has been determined that this would be the most beneficial route to let the project. As discussed at the September 14, 2018 IDOT Phase I / Phase II Kickoff meeting, this letter is a formal request to place the project on the Local Letting.

Thank you in advance and we greatly appreciate your time and should you have any questions, comments or concerns please do not hesitate to contact the project manager, Matthew Cesario from BLA, Inc. at (630)438-6400 or at mcesario@bla-inc.com.

Sincerely,

Howard A. Killian, PE
Public Works Director

COMMUNITY DEVELOPMENT MEMORANDUM

18-173

DATE: September 19, 2018
TO: Bike and Run committee Members
FROM: Jim Plonczynski, CD Director

RE: Proposed bike route additions to Village Bike Map

At the last Bike and Run Committee meeting discussion with the committee members centered on suggesting bike route additions to the Village's Bike Map. Attached is a map exhibit depicting several of the suggested bike routes to be added to the Village bike path system.

In light of the current costs for striping and adding on-street bike lanes, the Village Staff recommends placing Bike route signs along the street similar to what has been done in the Woodland Hills subdivision.

PROPOSED SIGNED BIKE ROUTES

