

APPROVED MINUTES – SPECIAL MEETING OF PEDESTRIAN AND BICYCLE COMMISSION  
Northbrook Public Works – 2nd Floor Conference Room  
1/11/2023

**Members Present:** A.C. Buehler, Angus Duthie, Kathy Hofschield, Jim O’Connell,  
Frank Bleeker, and Tom Tebbe

**Members Absent:** Matt Curin (Chair)

**Staff Present:** Jim Baxa (NBK), Jack Bielak (NBK), Kris Scharp (NBK Park District)

**Staff Absent:** None

**Others Present:** Tim Gustafson from Epstein Global

**Pedestrian & Bicycle Commission Meeting – Call Meeting to Order**

A.C. Buehler called the Pedestrian and Bicycle Commission (PBC) meeting to order at the Northbrook Public Works – 2nd Floor Conference Room **7:02 p.m.**

**Review of August 10, 2022 Pedestrian & Bicycle Commission Meeting Minutes**

A motion made by member O’Connell and seconded by member Duthie the November 17, 2022 minutes be approved with two corrections. The motion was unanimously approved.

**Walters Avenue – Bicycle Accommodations**

Tim Gustafson’s presentation was on the topic of involvement the PBC will have for three design designs that will involve bicycle and pedestrian improvements on Walters Avenue between Shermer Road and Pfingsten Road. Tim provided background from the Master Bicycle and Pedestrian Plan (MBPP) which identifies this segment of Walters Avenue as one of the top priorities projects for the Village to implement, and shown in the MBPP to be retrofitted with Separate Bike Lanes. Tim presented different design alternatives to assist the PBC with determining what makes the most sense to be applied for this project. After discussion, the PBC decided and directed Tim to comeback with the following three preliminary designs that will require eliminating on-street parking on either the north or south side of Walters Avenue. These three preliminary designs include:

- Original concept of Separated bike lanes; typically four feet in width, one on each side of the street, and adjacent to the vehicle travel lane. Also known as a conventional bike lane.
- Multi-user side path or known as a shared-use path potentially located on the south side of Walters Avenue. This type of enhancement involved the installation of an enlarged ten foot wide sidewalk separated a minimum of five feet from the back of curb. This concept design will require more field survey for account for conflicts with residential driveway and mature trees. This type of recreational improvement was recent installed on Shermer Road south of Willow Road.
- Buffered protected bike lanes or also known as Cycle tracks. Similar to Separated bike lanes; This type of design provides an additional space on the pavement to keep cyclists separated from motorists in travel lanes, and also to keep cyclists further from parked vehicles and opening doors. Located within the separated space will include a type of curb barrier to contribute to a safety when using this type of recreational improvement.

The three preliminary conceptual designs will be reviewed at a Special Meeting of the PBC to be held in March; followed by the Village will be announcing in April that an public open house meeting will be held for stakeholder engagement.

### **Bike Education**

Member Hofschield stated she and Matt Curin have been contacted by the Northbrook Library regarding hosting more “Bike Banter” events. These event were volunteer sessions to promote bicycle safety, maintenance, and frequently asked questions about cycling. No dates have been finalized at the time of the PBC meeting. As an alternate educational event, staff suggested for the commission to inquire if the PBC can host an information booth at a local event such as Northbrook Days, or Shermer Fest; or media postings such as the Village’s newsletter.

### **Northbrook Grand Prix**

Members of the PBC who volunteer for the Northbrook Grand Prix Local Organizational Committee (LOC) stated race has officially been approved by the Village Board and will be held on July 27, 2023. The LOC also had their first meeting with the Village on January 10<sup>th</sup> and meetings will occur every two weeks. The LOC will be working with the Park District for potential race event advertising within the Village Green Park.

### **Project Updates**

Staff Bielak, and Baxa provided updated on the Shermer Road Side path project and Skokie Valley Trail. For the Shermer Road side Path, Jack informed the PBC that a Request for Qualifications will be advertised within the next week for Phase II design engineering. Jack also shared the village has received Federal grant funding with additional funding provided by Cook County for this project. The Skokie Valley Trail project still remains on hold due to lack of communication by Union Pacific Road regarding the potential granting of an easement for the construction of a pedestrian bridge over Lake-Cook Road. Staff has been working with Cook County High Department to discuss design potential alternatives that may keep this project moving forward. Tim informed the group that the projects that received Regional Transportation Authority grant fund are to be let next week with a construction completion date around Labor Day of 2023. These projects included wayfinding signs and pavement markings, as well as the construction of a covered bike shelter to be located at the north Metra parking lot.

### **New/Old Business**

Staff Baxa reminded the commission the position of Chair is appointed by the Village President and if any member is interested to submit a letter to the Village President.

### **Adjourn:**

A motion was made by member O’Connell and seconded by member Duthie to adjourn the meeting of the PBC; the motion passed. The meeting adjourned at **8:47 p.m.**