



**CHICAGO AREA TRANSPORTATION STUDY**  
300 West Adams Chicago, Illinois 60606

**KANE COUNTY COUNCIL OF MAYORS**

41W011 Burlington Road  
St. Charles, Illinois 60175  
(630) 584-1170

MAYOR JEFFERY D. SCHIELKE, Council Chairman  
THOMAS B. RICKERT, Council Director  
HEIDI RUSH, Planning Liaison

The Bicycle/Pedestrian Committee  
Of the Kane County Council of Mayors

July 9, 2001  
Minutes

**In attendance:**

Mary McKittrick  
Glenn Bork  
Jane Tompkins  
Jim Eby  
Katie Thornton  
Ron Rudd  
Denny Ryan  
Steve Persinger  
David Morrison  
Dave Johnson  
Shane Hamilton  
Monica Meyers  
Karen Miller  
Tom Rickert  
Heather Tabbert  
Amy Birrell  
Janet Bright  
Ed Barsotti  
Karen Pritchard  
David Clifton  
John Clayton  
Suzan Pinsof  
Dan Thomas  
Craig Williams

Asst. City Administrator  
Village President  
Development Coordinator  
Director of Planning  
Planner  
Engineer  
Superintendent of Parks  
Director  
Village Administrator  
Commissioner  
Rec. Supervisor  
Director  
Planner  
Deputy Director  
Planner  
Planning Intern  
Technical Analyst  
Executive Director  
Director Parks Programs  
Director of Public Works  
Parks Supervisor  
Planner  
Planner  
Planner

Geneva  
Lily Lake  
Sugar Grove  
Batavia Park District  
Algonquin  
Carpentersville  
St. Charles Park District  
Geneva Park District  
Village of Elburn  
South Elgin Parks and Rec.  
South Elgin Parks and Rec.  
Elgin Parks and Rec.  
Kane County Development  
Kane County Div. of Trans.  
Kane County Div. of Trans.  
Kane County Div. of Trans.  
CATS  
League of Illinois Bicyclists  
Village of Sugar Grove  
Village of Sugar Grove  
Village of Sugar Grove  
Suzan Anderson Pinsof  
Edwards and Kelcey  
Edwards and Kelcey

**I. OPENING OF MEETING**

Tom Rickert called the meeting to order at 10:00 a.m. The committee started with introductions. David Morrison moved and Denny Ryan seconded approval of the minutes of the April 4, 2001 meeting. The motion passed unanimously.

**II. GENERAL BUSINESS**

**A. Director/Planning Liaison Update**

Tom Rickert introduced Heather Tabbert, the new Bicycle and Pedestrian Coordinator for Kane County, and Amy Birrell, the summer intern who will be performing data collection for the department.

MAYOR JEFFERY SCHIELKE, Council Chairman, City of Batavia; MAYOR SUSAN KLINKHAMER, Council Vice-Chairman, City of St. Charles; MAYOR SALVATORE T. SPELLA, Village of Algonquin; MAYOR DAVID STOVER, City of Aurora; MAYOR PATRICIA MUELLER, Village of Burlington; PRESIDENT MAREK BOETTGER, Village of Carpentersville; PRESIDENT JILL A. YUCUIS, Village of East Dundee; PRESIDENT JAMES WILLEY, Village of Elburn; MAYOR EDWARD SCHOCK, City of Elgin; MAYOR KEVIN BURNS, City of Geneva; PRESIDENT MICHAEL ISTORO, Village of Gilberts; PRESIDENT WILLIAM P. SCHMIDT, Village of Hampshire; PRESIDENT CHARLES SASS, Village of Huntley; PRESIDENT WILLIAM MCLEOD, Village of Hoffman Estates; PRESIDENT GLENN BORK, Village of Lily Lake; PRESIDENT MARK DELANEY, Village of Maple Park; PRESIDENT MARILYN MICHELINI, Village of Montgomery; PRESIDENT MARK RUBY, Village of North Aurora; PRESIDENT CRAIG WEBER, Village of Oswego; PRESIDENT VERNE WESTER, Village of Pingree Grove; PRESIDENT STEPHEN PICKETT, Village of Sleepy Hollow; PRESIDENT JIM HANSEN, Village of South Elgin; PRESIDENT SEAN MICHELS, Village of Sugar Grove; PRESIDENT MICHAEL SAUBER, Village of Virgil; PRESIDENT EILEEN PHIPPS, Village of Wayne; PRESIDENT LARRY KELLER, Village of West Dundee; MAYOR ARTHUR PROCHASKA, City of Yorkville; CHAIRMAN MICHAEL MCCOY, Kane County Board; JEFFREY DAILEY, Director, Kane County Division of Transportation; FRANCIS KLAAS, Director, Kendall County Highway Department; THOMAS B. RICKERT, Council Director; HEIDI RUSH, Planning Liaison

### III. FY01 BICYCLE PLANNING ACTIVITIES

#### A. Approval of Preliminary Bicycle/Pedestrian Plan Outline

Tom Rickert went over the main points of the Preliminary Outline. He stressed that the outline is a good structure for the final report, and the working groups will go into more detail with the different issues it addresses. The main sections included in the outline consist of the following:

- Establishing a Best Practices Guide within the plan that will allow one document to provide information to communities
- Conducting a bicycle/pedestrian inventory
- Addressing arterial roadway corridors, a priority that citizens and advocate groups want addressed
- Creating a bikeway map, which will be beneficial once all efforts of organizations are combined
- Developing a countywide signage program, which may be difficult to come to a consensus on

The committee voted on and approved the outline.

#### B. Data Collection Update

Heather Tabbert updated the committee on where different areas of the county are in regards to bicycle/pedestrian planning. She has made contact with every community via phone, and has been meeting with each of these communities to discuss where their community is with bicycle/pedestrian planning. She hopes to finish these meetings within the next few weeks. Most activity is taking place within the Fox Valley Corridor. Most of the larger communities in this corridor have developed a bicycle/pedestrian plan, and many are in the process of planning and building these bikeways. She summarized the planning activities by dividing the county into the following regions:

**Dundee Township Park District:** this group met a few weeks ago, their plan (covering the Northeast section of the county) is coming along well. The group discussed new facility proposals, including Routes 72 and 31 and Sleepy Hollow Road, among others. The group also discussed barriers (such as crossing Randall Road) and safety issues along the trails. The plan also includes locations for “hubs”—which will include parking and washroom facilities.

**Western Kane County:** Heather has met with the majority of the smaller communities in the Western region of Kane County. While few of these communities have bicycle/pedestrian plans, many have a lot of ideas that we discussed. The main barrier to seeing these ideas turn into plans and reality is a lack of resources (funding and planning staff). Connections to the regional trails (Great Western Trail and the Virgil Gilman Trail) are important in this area.

**Southern Kane/Northeastern Kendall County:** Montgomery has produced a map containing planned, proposed, and existing trails, with connections to the Fox River Trail, the Virgil Gilman Trail, and the Waubensee Creek Path. The Oswego Park District has developed a bicycle/pedestrian plan as well. The Park District is currently extending the Fox River Trail North—this will hopefully connect with the existing trail by the end of the summer. A connection from the Waubensee Trail to the Fox River Trail is also planned.

**Fox Valley Corridor:** The County has received major plans from Elgin, St. Charles, Geneva, Aurora, North Aurora, and the Fox Valley Park District. Heather is planning on meeting with these municipalities in the next few weeks.

Dan Thomas passed out and discussed the Bicycle Facility Inventory, which lists bikeway names, lengths, types, and affiliations. He asked committee members to provide corrections on the inventory for their sub-regions. He requested that members use common fields for trail surfaces and definitions for bikeway types so everything corresponds so he can calculate totals for existing and proposed bikeways. Suzan Pinsof suggested using the AASHTO standards would be the easiest way to determine bikeway types. The inventory will be sent out in a mass mailing and will include a blank form to write missing information on.

#### C. Updated Existing and Proposed Bicycle Facility Map

Dan Thomas discussed the draft of the existing and proposed bikeways map. He asked committee members to provide corrections within their sub-regions since it is important to get as much information as possible. He will send out copies of the working maps as part of a large mailing to the main contacts for each community. The final map will be available as a GIS product to agencies and the public. Rickert stated that communities need to adopt the plan and tie other improvements into the plan.

#### **D. Development of Regional Bikeways Map**

Craig Williams discussed the elements that will be used to create the Kane County Bikeways Map. He passed out a potential content checklist that is a compilation of items that may be included on the map. He asked members to check which items should be included, to rate the priority, and add additional comments or ideas.

Suzan Pinsof commented that not everything can be included, and provided several examples of bikeway maps from across the country:

- **Somerset, NJ:** this example is full of a lot of street information; we need to decide how much street detail we want to include. The map also shows Points of Interest and Points of Elevation and is more recreation oriented.
- **Southern California:** this example is a commuter map and is geared towards people who ride their bicycles to work.
- **Chicagoland Bicycle Federation Map:** this map covers a large area, so it is difficult to determine how much detail to show for such a large area.
- **Morris County:** the map utilizes a good base. It is also used as a way to promote the county and their new bicycle planning efforts with an emphasis on specific routes.
- **Los Angeles:** detailed route descriptions
- **Illinois Bikeways Map:** shows historic area, schools, colleges, and camping facilities. The public liked this map because it doubled as a good highway map.

Pinsof stated that we need to develop a focus for the map. The Kane County map also needs to include areas within Kendall, DuPage, McHenry, and DeKalb Counties. The same cartographer that did the CBF map will be creating the Kane County map.

Williams stated that the committee needs to decide how to show detail for the eastern third of the county due to greater density. He suggested showing it at a different scale on the reverse side of the map. He also asked for input on what features and destinations to include and label.

Rickert suggested a multi-model use of the bikeways map. This includes showing bus-service access points and information on PACE bike racks. Information on bikeable roadways and level of service should be included as well as preferred crossings of major arterials. This level of detail will need further consideration.

Glenn Bork commented that parking is a problem in Lilly Lake, where many riders drive out to access the Great Western Trail and park their cars on the street and on private land. He suggested showing icons where parking is available.

\*\*The committee took a ten-minute break to go over the draft existing and proposed bicycle facility map and to view samples of bikeway maps from other areas of the country.

#### **E. Review of Draft Guidelines and Standards**

Williams passed around copies of a draft of the Bicycle Design Guidelines and Standards. This draft contains seven sections on the planning approach, major and minor arterials, trails and greenways, and bicycle parking. This draft will ultimately compose one chapter of the final bicycle plan. It will be an excellent reference document that should be utilized by everyone. The Bicycle/Pedestrian Plan Working Group will get copies to review prior to consideration by the committee.

#### **F. Next Steps**

The next goal will be to finish the data collection. A mass mailing will be sent out to the major contacts for each community and will include the following information: definition of bikeway types, a larger map to be marked up with corrections/additions, copies of facility inventory for corrections, and blank copies of the inventory for additions.

#### **IV. OTHER BUSINESS/NEXT MEETING**

The working groups will begin meeting in the next few weeks. The goal is to keep the project on track for completion by the end of the year.

#### **V. ADJOURNMENT**

The meeting was adjourned at 11:40 a.m.



**CHICAGO AREA TRANSPORTATION STUDY**  
300 West Adams Chicago, Illinois 60606

**KANE COUNTY COUNCIL OF MAYORS**

41W011 Burlington Road  
St. Charles, Illinois 60175  
(630) 584-1170

MAYOR JEFFERY D. SCHIELKE, Council Chairman  
THOMAS B. RICKERT, Council Director  
HEIDI RUSH, Planning Liaison

The Bicycle/Pedestrian Committee  
Of the Kane County Council of Mayors

July 9, 2001  
Minutes

**In attendance:**

Mary McKittrick  
Glenn Bork  
Jane Tompkins  
Jim Eby  
Katie Thornton  
Ron Rudd  
Denny Ryan  
Steve Persinger  
David Morrison  
Dave Johnson  
Shane Hamilton  
Monica Meyers  
Karen Miller  
Tom Rickert  
Heather Tabbert  
Amy Birrell  
Janet Bright  
Ed Barsotti  
Karen Pritchard  
David Clifton  
John Clayton  
Suzan Pinsof  
Dan Thomas  
Craig Williams

Asst. City Administrator  
Village President  
Development Coordinator  
Director of Planning  
Planner  
Engineer  
Superintendent of Parks  
Director  
Village Administrator  
Commissioner  
Rec. Supervisor  
Director  
Planner  
Deputy Director  
Planner  
Planning Intern  
Technical Analyst  
Executive Director  
Director Parks Programs  
Director of Public Works  
Parks Supervisor  
Planner  
Planner  
Planner

Geneva  
Lily Lake  
Sugar Grove  
Batavia Park District  
Algonquin  
Carpentersville  
St. Charles Park District  
Geneva Park District  
Village of Elburn  
South Elgin Parks and Rec.  
South Elgin Parks and Rec.  
Elgin Parks and Rec.  
Kane County Development  
Kane County Div. of Trans.  
Kane County Div. of Trans.  
Kane County Div. of Trans.  
CATS  
League of Illinois Bicyclists  
Village of Sugar Grove  
Village of Sugar Grove  
Village of Sugar Grove  
Suzan Anderson Pinsof  
Edwards and Kelcey  
Edwards and Kelcey

**I. OPENING OF MEETING**

Tom Rickert called the meeting to order at 10:00 a.m. The committee started with introductions. David Morrison moved and Denny Ryan seconded approval of the minutes of the April 4, 2001 meeting. The motion passed unanimously.

**II. GENERAL BUSINESS**

**A. Director/Planning Liaison Update**

Tom Rickert introduced Heather Tabbert, the new Bicycle and Pedestrian Coordinator for Kane County, and Amy Birrell, the summer intern who will be performing data collection for the department.

MAYOR JEFFERY SCHIELKE, Council Chairman, City of Batavia; MAYOR SUSAN KLINKHAMER, Council Vice-Chairman, City of St. Charles; MAYOR SALVATORE T. SPELLA, Village of Algonquin; MAYOR DAVID STOVER, City of Aurora; MAYOR PATRICIA MUELLER, Village of Burlington; PRESIDENT MAREK BOETTGER, Village of Carpentersville; PRESIDENT JILL A. YUCUIS, Village of East Dundee; PRESIDENT JAMES WILLEY, Village of Elburn; MAYOR EDWARD SCHOCK, City of Elgin; MAYOR KEVIN BURNS, City of Geneva; PRESIDENT MICHAEL ISTORO, Village of Gilberts; PRESIDENT WILLIAM P. SCHMIDT, Village of Hampshire; PRESIDENT CHARLES SASS, Village of Huntley; PRESIDENT WILLIAM MCLEOD, Village of Hoffman Estates; PRESIDENT GLENN BORK, Village of Lily Lake; PRESIDENT MARK DELANEY, Village of Maple Park; PRESIDENT MARILYN MICHELINI, Village of Montgomery; PRESIDENT MARK RUBY, Village of North Aurora; PRESIDENT CRAIG WEBER, Village of Oswego; PRESIDENT VERNE WESTER, Village of Pingree Grove; PRESIDENT STEPHEN PICKETT, Village of Sleepy Hollow; PRESIDENT JIM HANSEN, Village of South Elgin; PRESIDENT SEAN MICHELS, Village of Sugar Grove; PRESIDENT MICHAEL SAUBER, Village of Virgil; PRESIDENT EILEEN PHIPPS, Village of Wayne; PRESIDENT LARRY KELLER, Village of West Dundee; MAYOR ARTHUR PROCHASKA, City of Yorkville; CHAIRMAN MICHAEL MCCOY, Kane County Board; JEFFREY DAILEY, Director, Kane County Division of Transportation; FRANCIS KLAAS, Director, Kendall County Highway Department; THOMAS B. RICKERT, Council Director; HEIDI RUSH, Planning Liaison

### III. FY01 BICYCLE PLANNING ACTIVITIES

#### A. Approval of Preliminary Bicycle/Pedestrian Plan Outline

Tom Rickert went over the main points of the Preliminary Outline. He stressed that the outline is a good structure for the final report, and the working groups will go into more detail with the different issues it addresses. The main sections included in the outline consist of the following:

- Establishing a Best Practices Guide within the plan that will allow one document to provide information to communities
- Conducting a bicycle/pedestrian inventory
- Addressing arterial roadway corridors, a priority that citizens and advocate groups want addressed
- Creating a bikeway map, which will be beneficial once all efforts of organizations are combined
- Developing a countywide signage program, which may be difficult to come to a consensus on

The committee voted on and approved the outline.

#### B. Data Collection Update

Heather Tabbert updated the committee on where different areas of the county are in regards to bicycle/pedestrian planning. She has made contact with every community via phone, and has been meeting with each of these communities to discuss where their community is with bicycle/pedestrian planning. She hopes to finish these meetings within the next few weeks. Most activity is taking place within the Fox Valley Corridor. Most of the larger communities in this corridor have developed a bicycle/pedestrian plan, and many are in the process of planning and building these bikeways. She summarized the planning activities by dividing the county into the following regions:

**Dundee Township Park District:** this group met a few weeks ago, their plan (covering the Northeast section of the county) is coming along well. The group discussed new facility proposals, including Routes 72 and 31 and Sleepy Hollow Road, among others. The group also discussed barriers (such as crossing Randall Road) and safety issues along the trails. The plan also includes locations for “hubs”—which will include parking and washroom facilities.

**Western Kane County:** Heather has met with the majority of the smaller communities in the Western region of Kane County. While few of these communities have bicycle/pedestrian plans, many have a lot of ideas that we discussed. The main barrier to seeing these ideas turn into plans and reality is a lack of resources (funding and planning staff). Connections to the regional trails (Great Western Trail and the Virgil Gilman Trail) are important in this area.

**Southern Kane/Northeastern Kendall County:** Montgomery has produced a map containing planned, proposed, and existing trails, with connections to the Fox River Trail, the Virgil Gilman Trail, and the Waubensee Creek Path. The Oswego Park District has developed a bicycle/pedestrian plan as well. The Park District is currently extending the Fox River Trail North—this will hopefully connect with the existing trail by the end of the summer. A connection from the Waubensee Trail to the Fox River Trail is also planned.

**Fox Valley Corridor:** The County has received major plans from Elgin, St. Charles, Geneva, Aurora, North Aurora, and the Fox Valley Park District. Heather is planning on meeting with these municipalities in the next few weeks.

Dan Thomas passed out and discussed the Bicycle Facility Inventory, which lists bikeway names, lengths, types, and affiliations. He asked committee members to provide corrections on the inventory for their sub-regions. He requested that members use common fields for trail surfaces and definitions for bikeway types so everything corresponds so he can calculate totals for existing and proposed bikeways. Suzan Pinsof suggested using the AASHTO standards would be the easiest way to determine bikeway types. The inventory will be sent out in a mass mailing and will include a blank form to write missing information on.

#### C. Updated Existing and Proposed Bicycle Facility Map

Dan Thomas discussed the draft of the existing and proposed bikeways map. He asked committee members to provide corrections within their sub-regions since it is important to get as much information as possible. He will send out copies of the working maps as part of a large mailing to the main contacts for each community. The final map will be available as a GIS product to agencies and the public. Rickert stated that communities need to adopt the plan and tie other improvements into the plan.

#### **D. Development of Regional Bikeways Map**

Craig Williams discussed the elements that will be used to create the Kane County Bikeways Map. He passed out a potential content checklist that is a compilation of items that may be included on the map. He asked members to check which items should be included, to rate the priority, and add additional comments or ideas.

Suzan Pinsof commented that not everything can be included, and provided several examples of bikeway maps from across the country:

- **Somerset, NJ:** this example is full of a lot of street information; we need to decide how much street detail we want to include. The map also shows Points of Interest and Points of Elevation and is more recreation oriented.
- **Southern California:** this example is a commuter map and is geared towards people who ride their bicycles to work.
- **Chicagoland Bicycle Federation Map:** this map covers a large area, so it is difficult to determine how much detail to show for such a large area.
- **Morris County:** the map utilizes a good base. It is also used as a way to promote the county and their new bicycle planning efforts with an emphasis on specific routes.
- **Los Angeles:** detailed route descriptions
- **Illinois Bikeways Map:** shows historic area, schools, colleges, and camping facilities. The public liked this map because it doubled as a good highway map.

Pinsof stated that we need to develop a focus for the map. The Kane County map also needs to include areas within Kendall, DuPage, McHenry, and DeKalb Counties. The same cartographer that did the CBF map will be creating the Kane County map.

Williams stated that the committee needs to decide how to show detail for the eastern third of the county due to greater density. He suggested showing it at a different scale on the reverse side of the map. He also asked for input on what features and destinations to include and label.

Rickert suggested a multi-model use of the bikeways map. This includes showing bus-service access points and information on PACE bike racks. Information on bikeable roadways and level of service should be included as well as preferred crossings of major arterials. This level of detail will need further consideration.

Glenn Bork commented that parking is a problem in Lilly Lake, where many riders drive out to access the Great Western Trail and park their cars on the street and on private land. He suggested showing icons where parking is available.

\*\*The committee took a ten-minute break to go over the draft existing and proposed bicycle facility map and to view samples of bikeway maps from other areas of the country.

#### **E. Review of Draft Guidelines and Standards**

Williams passed around copies of a draft of the Bicycle Design Guidelines and Standards. This draft contains seven sections on the planning approach, major and minor arterials, trails and greenways, and bicycle parking. This draft will ultimately compose one chapter of the final bicycle plan. It will be an excellent reference document that should be utilized by everyone. The Bicycle/Pedestrian Plan Working Group will get copies to review prior to consideration by the committee.

#### **F. Next Steps**

The next goal will be to finish the data collection. A mass mailing will be sent out to the major contacts for each community and will include the following information: definition of bikeway types, a larger map to be marked up with corrections/additions, copies of facility inventory for corrections, and blank copies of the inventory for additions.

#### **IV. OTHER BUSINESS/NEXT MEETING**

The working groups will begin meeting in the next few weeks. The goal is to keep the project on track for completion by the end of the year.

#### **V. ADJOURNMENT**

The meeting was adjourned at 11:40 a.m.



**CHICAGO AREA TRANSPORTATION STUDY**  
300 West Adams Chicago, Illinois 60606

**KANE COUNTY COUNCIL OF MAYORS**

41W011 Burlington Road  
St. Charles, Illinois 60175  
(630) 584-1170

MAYOR JEFFERY D. SCHIELKE, Council Chairman  
THOMAS B. RICKERT, Council Director  
HEIDI RUSH, Planning Liaison

The Bicycle/Pedestrian Committee  
Of the  
Kane County Council of Mayors

**Signage/ Way-Finding Working Group**

November 29, 2001, 12:00 p.m.  
Minutes

**In attendance:**

Ron Rudd	Engineer	Village of Carpentersville
Heather Tabbert	Planner	Kane County D.O.T.
Tom Rickert	Deputy Director	Kane County D.O.T.
Dave Morrison	Village Administrator	Village of Elburn
Rae Casale	Project Planner	Edwards & Kelcey
Dan Thomas	Project Planner	Edwards & Kelcey

The meeting began with a brief overview of “What is Way-Finding?” taken from the meeting agenda (enclosed). Heather Tabbert mentioned that this meeting will be mostly an open discussion focusing on strategies and objectives and typical destinations while the following meeting (date not yet determined) will focus on the physical characteristics of the signage, placement guidelines, and coordination among the communities. Once the group had a good idea of what way-finding encompasses, the group began discussing Kane County’s way-finding needs and priorities and how to establish a system that suits the County, the municipalities and park districts, and the trail users.

Dan Thomas recommended establishing a hierarchy of needs for way-finding in the County. What type of way-finding/signage do the County and the trail users feel is most needed? Categories include destination signage, which shows distances to other destinations, such as other trails, trail heads, or cities; directional signage, which guides people to their destinations; interpretive signs, which provide educational information about the built or natural environment; and mile markers, which count the miles to or from trail heads. Other categories include welcome signs and way-finding maps, used to help orient users. Mr. Thomas also suggested the need to further inventory existing Forest Preserve and regional trail signage and coordinate with the Forest Preserve. Major signage elements should remain consistent to what the municipalities want and already have, although the signage/way-finding chapter of the Bicycle and Pedestrian Plan should encourage specific aspects that should be on the signs.

Dave Morrison brought up two factors that will have an impact on the way-finding program. The first is that Kane County recently passed an open space referendum, meaning that there is a lot of open space in the County that people are not aware of as being public open space. The second factor is that Kane County has GIS capabilities to produce quality map products that may be used in our planning efforts. He suggested producing simple “you are here” maps to be placed along the trails as well as maps depicting where all the new parks and open space are.

MAYOR JEFFERY SCHIELKE, Council Chairman, City of Batavia; MAYOR SUSAN KLINKHAMER, Council Vice-Chairman, City of St. Charles; MAYOR SALVATORE T. SPELLA, Village of Algonquin; MAYOR DAVID STOVER, City of Aurora; MAYOR PATRICIA MUELLER, Village of Burlington; PRESIDENT MAREK BOETTGER, Village of Carpentersville; PRESIDENT JILL A. YUCUIS, Village of East Dundee; PRESIDENT JAMES WILLEY, Village of Elburn; MAYOR EDWARD SCHOCK, City of Elgin; MAYOR KEVIN BURNS, City of Geneva; PRESIDENT MICHAEL ISTORO, Village of Gilberts; PRESIDENT WILLIAM P. SCHMIDT, Village of Hampshire; PRESIDENT CHARLES SASS, Village of Huntley; PRESIDENT WILLIAM MCLEOD, Village of Hoffman Estates; PRESIDENT GLENN BORK, Village of Lily Lake; PRESIDENT MARK DELANEY, Village of Maple Park; PRESIDENT MARILYN MICHELINI, Village of Montgomery; PRESIDENT MARK RUBY, Village of North Aurora; PRESIDENT CRAIG WEBER, Village of Oswego; PRESIDENT VERNE WESTER, Village of Pingree Grove; PRESIDENT STEPHEN PICKETT, Village of Sleepy Hollow; PRESIDENT JIM HANSEN, Village of South Elgin; PRESIDENT SEAN MICHELS, Village of Sugar Grove; PRESIDENT MICHAEL SAUBER, Village of Virgil; PRESIDENT EILEEN PHIPPS, Village of Wayne; PRESIDENT LARRY KELLER, Village of West Dundee; MAYOR ARTHUR PROCHASKA, City of Yorkville; CHAIRMAN MICHAEL MCCOY, Kane County Board; JEFFREY DAILEY, Director, Kane County Division of Transportation; FRANCIS KLAAS, Director, Kendall County Highway Department; THOMAS B. RICKERT, Council Director; HEIDI RUSH, Planning Liaison

Rae Casale stressed the need for the visual experience of a way-finding system and the importance of determining destinations in each community. She then described the destination types used in the I & M Canal way-finding system: “Junctions,” which are signs viewed by drivers and vehicle passengers along the road and may direct visitors to “nodes” or other junctions; “Nodes,” which are the first places visitors come when beginning their exploration of the region, including areas with parking lots, bike racks, and visitor centers; and “Thresholds,” which are located at the entry to a historic zone or downtown area that can be investigated on foot.

Tom Rickert then suggested sending out a survey to all the Mayors offices and Park Districts in the county requesting significant destinations in each community that may then be used in the way-finding program. Ron Rudd questioned where the most of the money put into a way-finding system would be spent, in the larger cities such as Elgin or Aurora, or will it be evenly distributed among all the municipalities and park districts. In addition to this, he questioned where cyclists would be spending their money; is the signage going to be evenly distributed among the communities so that all areas benefit? The group suggested that this could help be solved from the information received through the survey. Ms. Casale suggested that the survey ask how many “nodes” are located in each community. She also suggested that the survey focus on four areas to assist the local officials/staff in replying to the survey and reviewing their existing bicycle signage: 1) Does the signage get people to the trails? 2) Does it adequately warn motorists and bicyclists there may be pedestrians/bicyclists/autos on the roadway? 3) Does existing signage adequately inform trail users on how to get around the network? 4) Does existing signage efficiently move people through the trails to desired destinations?

The group then discussed the different types of signage that should take priority in implementation. Ron Rudd commented that posting mileage markers is probably the least expensive and most beneficial type of way-finding to implement. This is because riders want to know how far they have gone and gauge the length of their trips. This can be achieved through using simple wooden posts that depict trail mileage. He described the system used in McHenry County, where every half-mile is marked along the trail, progressing from the south end of the county to the north end. Mr. Morrison agreed, stating that such posts were often referred to as “confidence markers,” informing the rider of the trail name, where it goes to, and how long until they get there. Heather Tabbert suggested the need to limit the types of destinations that may eventually be posted, which will aid in the consistency of the signage. She also suggested allowing the different communities to alter some of the signage (either by “personalizing” it with local signs or using their community’s own map), this will allow the communities to retain their own identity. The group decided that the two most important items to include in the way-finding program are destinations and mile markers. Ms. Casale also stressed that the implications of way-finding should be taken into consideration. For example, care should be taken to make sure riders are not directed into poor trail areas or across dangerous intersections on their way to a particular destination. The group also discussed the need for warning signage (stop signs, etc.), especially at arterial crossings. Mr. Rudd described bridges along the trails that become slippery when wet, causing many accidents. There is currently no warning signage at these sites. It was suggested that the survey could be used to collect information on existing warning and roadway signage in each community.

Group members agreed that standards, hierarchies, and objectives need to be established in order to proceed in designing a way-finding system. The group also recognized that much of the destination information could be obtained in conjunction with the Bikeways Map planning efforts. The way-finding/signage information in the plan should also remain consistent with MUTCD standards. Next steps include developing a survey to be sent out to all the Mayor’s offices, park districts, tourism agencies, and chambers of commerce in the County. This survey will be sent out in mid-December. The next meeting of the Signage/Way-Finding Working Group will be in late-January, with an exact date to be determined.

If any group members have any other ideas or suggestions (or corrections to these minutes), please let me know either by e-mail [tabbertheather@co.kane.il.us](mailto:tabbertheather@co.kane.il.us) or by phone 630-406-7355.



**CHICAGO AREA TRANSPORTATION STUDY**  
300 West Adams Chicago, Illinois 60606

**KANE COUNTY COUNCIL OF MAYORS**

41W011 Burlington Road  
St. Charles, Illinois 60175  
(630) 584-1170

MAYOR JEFFERY D. SCHIELKE, Council Chairman  
THOMAS B. RICKERT, Council Director  
HEIDI RUSH, Planning Liaison

The Bicycle/Pedestrian Committee  
Of the Kane County Council of Mayors

December 18, 2001  
Minutes

**In attendance:**

Joel Summerhill	Parks Department	Village of Sugar Grove
Mark Ruby	Mayor	Village of North Aurora
Karen James	Planner	Village of Oswego
Larry Gabriel	Supt. Of Parks	Geneva Park District
Sandy Jensen	Advocate	Fox Valley Bike/Ski Club
Amy Furfori	Dir. Of Community Development	Village of Montgomery
Hope Irwin	Civil Engineer I	City of St. Charles
Dave Johnson	Parks Commission	Village of South Elgin
Jon Duerr	Director of Resources	Kane County Forest Preserve
Jan Carlson	County Board Member	Kane County Board
Anne Vogt	Rec. Supervisor	Village of South Elgin
Brian Gebhardt	Community Liaison Rep.	CATS
Megan Swanson	Planning Liaison Manager	CATS
Roger Jensen	Advocate	Fox Valley Bike/Ski Club
Tom Armstrong	Principal Planner	City of Elgin
Jim Eby	Director of Planning	Batavia Park District
Katie Thornton	Planner	Algonquin
Ron Rudd	Engineer	Carpentersville
Denny Ryan	Superintendent of Parks	St. Charles Park District
Shane Hamilton	Rec. Supervisor	South Elgin Parks and Rec.
Karen Miller	Planner	Kane County Development
Tom Rickert	Deputy Director	Kane County Div. of Trans.
Heather Tabbert	Planner	Kane County Div. of Trans.
Ed Barsotti	Executive Director	League of Illinois Bicyclists
Dan Thomas	Planner	Edwards and Kelcey
Craig Williams	Planner	Edwards and Kelcey

**I. OPENING OF MEETING**

Jon Duerr called the meeting to order at 1:00 p.m. The committee started with introductions. Ed Barsotti moved and Tom Rickert seconded approval of the minutes of the July 9, 2001 meeting. The motion passed unanimously.

**II. GENERAL BUSINESS**

**A. Director/Planning Liaison Update**

**MAYOR JEFFERY SCHIELKE**, Council Chairman, City of Batavia; **MAYOR SUSAN KLINKHAMER**, Council Vice-Chairman, City of St. Charles; **MAYOR SALVATORE T. SPELLA**, Village of Algonquin; **MAYOR DAVID STOVER**, City of Aurora; **MAYOR PATRICIA MUELLER**, Village of Burlington; **PRESIDENT MARK BOETTGER**, Village of Carpentersville; **PRESIDENT JILL A. YUCUIS**, Village of East Dundee; **PRESIDENT JAMES WILLEY**, Village of Elburn; **MAYOR EDWARD SCHOCK**, City of Elgin; **MAYOR KEVIN BURNS**, City of Geneva; **PRESIDENT MICHAEL ISTORO**, Village of Gilberts; **PRESIDENT WILLIAM P. SCHMIDT**, Village of Hampshire; **PRESIDENT CHARLES SASS**, Village of Huntley; **PRESIDENT WILLIAM MCLEOD**, Village of Hoffman Estates; **PRESIDENT GLENN BORK**, Village of Lily Lake; **PRESIDENT MARK DELANEY**, Village of Maple Park; **PRESIDENT MARILYN MICHELINI**, Village of Montgomery; **PRESIDENT MARK RUBY**, Village of North Aurora; **PRESIDENT CRAIG WEBER**, Village of Oswego; **PRESIDENT VERNE WESTER**, Village of Pingree Grove; **PRESIDENT STEPHEN PICKETT**, Village of Sleepy Hollow; **PRESIDENT JIM HANSEN**, Village of South Elgin; **PRESIDENT SEAN MICHELS**, Village of Sugar Grove; **PRESIDENT MICHAEL SAUBER**, Village of Virgil; **PRESIDENT EILEEN PHIPPS**, Village of Wayne; **PRESIDENT LARRY KELLER**, Village of West Dundee; **MAYOR ARTHUR PROCHASKA**, City of Yorkville; **CHAIRMAN MICHAEL MCCOY**, Kane County Board; **JEFFREY DAILEY**, Director, Kane County Division of Transportation; **FRANCIS KLAAS**, Director, Kendall County Highway Department; **THOMAS B. RICKERT**, Council Director; **HEIDI RUSH**, Planning Liaison

Tom Rickert informed the committee of the Council of Mayors Bike Rack Program that is being made available through federal funding through the Congestion Mitigation and Air Quality (CMAQ) program to help suburban communities in northeastern Illinois defray the costs of bicycle parking. Any taxing body may purchase racks with the CMAQ discount, including: municipalities, school districts, forest preserves, etc. The racks will be available at 55% of the cost of the rack. The regulations for this program are less stringent than the previous bike rack program. Information about the program will be available in the *Transportation Quarterly* newsletter.

Heather Tabbert then reported on regional bicycle/pedestrian planning updates. She has met with all of the communities at this point, and has developed a summary of local planning updates, which was distributed to the committee members. She summarized the planning activities by dividing the county into the following regions:

**Dundee Township Park District:** the plan is now complete (covering East Dundee, West Dundee, Algonquin, Sleepy Hollow, Gilberts, and Carpentersville). The map includes existing and planned trails, and “hubs,” areas containing restroom facilities, drinking fountains, or parking. The information gathered for this plan will assist greatly in the planning efforts for the Kane County plan.

**Western Kane County:** Huntley has a good trail system planned and is working with developers to put bicycle facilities in new subdivisions. Maple Park’s new comprehensive plan addresses bicycle and pedestrian facilities in the transportation section of the plan. Sugar Grove is also working with developers to put bicycle facilities in new subdivisions. The Big Rock Park District recently expressed a desire to work with the County in providing bicycle facilities along their main road and to link with surrounding trail systems. Connections to the regional trails are important in the western portion of the County (Great Western Trail, Virgil Gilman Trail).

**Southern Kane/Northeastern Kendall County:** Montgomery has produced a map containing planned, proposed, and existing trails, with connections to the Fox River Trail, the Virgil Gilman Trail, and the Waubensee Creek path. The Oswego Park District has developed a bicycle/pedestrian plan as well. Yorkville has developed a trail plan, and is also working closely with the Kendall County Forest Preserve, which is in the beginning stages of developing a Kendall County Bicycle and Pedestrian Plan.

**Fox Valley Corridor:** major plans have been received from Elgin, St. Charles, Geneva, Aurora, North Aurora, and the Fox Valley Park District. Elgin is “restoring” part of the Fox River Trail in their downtown as part of their Riverfront Redevelopment project. St. Charles has completed the Randall Road Trail, which links the Great Western Trail with the Fox River Trail via the LeRoy Oaks Forest Preserve, with an at-grade crossing of Randall Road at Silver Glen Road (future location of an overpass). St. Charles is also beginning work on a peck Road Corridor bike path, providing a sidepath from Bricher Road north to the Great Western Trail. On the west side of Aurora, a sidepath is planned along the east side of Orchard Road from Indian Trail to Aucutt Road, providing links to the Virgil Gilman Trail and the future Blackberry Creek Trail.

Miss Tabbert then informed the committee that she has been meeting internally with county engineering staff on a regular basis to coordinate bike/ped planning with all road projects. Each month, she holds a Bike/Ped Coordination Meeting, attended by engineering staff. This meeting serves as a forum to discuss bike/ped projects as well as to coordinate with road projects to make sure that bike/ped accommodations are being provided when necessary and possible. A running list of projects is maintained to make sure they are all reviewed for bike/ped accommodations. At the regional level, Miss Tabbert is working with CATS and the Soles and Spokes Technical Training Working Group to plan for more quarterly technical workshops, similar to the one held December 13<sup>th</sup> and 14<sup>th</sup> entitled, “Over, Under, and Across: Grade Separations and At-Grade Crossing.” Next topics include safe routes to school and bike lanes vs. sidepaths. The group hopes to hold a few of these workshops outside of Chicago to make them more accessible to the entire region. Miss Tabbert has also updated the website ([www.co.kane.il.us/dot](http://www.co.kane.il.us/dot)), all agendas, meeting announcements, and minutes, as well as plan status reports, can be found here now. She hopes to expand the website in the spring to include the plan and the maps.

Tom Rickert informed the committee that input regarding the content of the website will be solicited from committee members. If any committee members would like any information included, they are to contact either Heather Tabbert or himself. Mr. Rickert also asked the committee for help in completing any surveys they receive.

He then discussed the arterial road-crossing portion of the plan. He stated that the map will show a hierarchy of the road system, using a rating system for the road system. This rating system will include a disclaimer, like the one used on IDOT’s maps. He asked the committee to inform him if any of their communities are against using this tool, which allows bicyclists to use the roadway system safely. Please inform Tom Rickert of any roads you are concerned about being rated.

Ed Barsotti then gave a brief explanation of the rating system. Bicycle Level of Service (BLOS) provides a tool for cyclists to go where they want to go using the road system. It provides a quantitative measure for using the roads. Tom Rickert mentioned that the rating can discourage using unsuitable roads instead of encouraging using suitable roads.

Craig Williams stressed that the map will only discourage using unsuitable roadways. The cartographer working on the map also stated that if the map does not include road ratings, the western portion of the county will be blank.

Heather Tabbert then gave a brief update on the four working groups of the Bicycle/Pedestrian Committee:

**Bicycle/Pedestrian Plan:** this committee has met once. The main purpose of this group is to sign off on elements/sections of the plan as they are reached and completed. The group has finished comments and revisions for the plan outline and design guidelines.

**Arterial Roadway Crossings:** this group has met once. At this meeting, it was decided that the goal of this group is to decide how to safely accommodate for bicyclists and pedestrians at these dangerous crossings. Ed Barsotti is working on determining the “Top 20” most dangerous arterial crossings in the county. To assist with this, a letter was sent out to all the Mayors and Police Chiefs in the Council of Mayors area requesting information/locations of dangerous crossings in their community. We received a good response from the letter.

**Wayfinding/Signage:** This group has met once. At this meeting, members discussed Kane County’s way-finding needs and priorities and how to establish a system that suits the County, the municipalities and park districts, and trail users. A survey was developed and sent to all municipalities and park districts. This survey asked for major destinations within the community and for each community to evaluate their existing way-finding system.

**Bikeways Map:** this group has met several times to discuss content, layout, and destinations. The first draft of the layout will be presented for review at the meeting immediately following the committee meeting. The final draft is expected to be completed by March 15<sup>th</sup>.

### III. **FY01 BICYCLE PLANNING ACTIVITIES**

#### **A. Data Collection Update**

Dan Thomas reported that we have contacted all the municipalities and have inventoried what facilities are built or planned. With the facilities that are planned, we are now breaking them into planned (funded) and conceptual categories. We have heard back from the majority of communities and the planning map is beginning to take shape. Parks and open space have now been added to the map. We are still missing some feedback from a few communities.

Craig Williams then handed out copies of the updated inventory spreadsheet as well as copies of the draft inventory chapter (chapter 3). He stated that this will be a multi-year program showing what will be occurring in coming years. He then passed out copies of the draft introduction. Mr. Williams then reported that data collection is approximately 95% complete. Tom Rickert requested that all communities respond to inventory update requests. Craig Williams agreed, stating that they need to hand over the planning map to the cartographer soon. Mr. Williams informed the committee that the updated inventory maps will be sent out for a final time, and requested that all communities make sure all the trails are correct.

#### **B. Update Existing and Proposed Bicycle Facility Map**

Craig Williams informed the committee that the Bikeways Map Working Group will meet following the committee meeting. The cartographer has developed a dummy map of the layout. He then passed around copies of possible photos to be used on the map. Mr. Rickert requested additional photos from committee members.

#### **C. Review Draft Plan Components**

Craig Williams discussed what components will be included in the final document. He passed out draft copies of the following: inventory, implementation, arterial roadway corridors, and introduction. Ed Barsotti briefly discussed some examples from his intersection study. He explained that this section will serve as design guidance for similar problem intersections using local examples. Mr. Barsotti photographed several problem locations around the county to be used in this section. Craig Williams stressed the importance of addressing these situations as engineers designing crossings can use the information. Mr. Barsotti added that many of the examples focus on bike-friendly roads as they reach an arterial, not just on sidepath crossings.

Mr. Williams then informed the committee that a draft wayfinding chapter has been developed, but they are still waiting on responses from the survey that was sent out. He explained that the county first needs to establish wayfinding on a basic level, then show destinations, then use interpretive signage.

The final main chapter will address implementation and funding. This will include all possible funding sources, including less well-known sources. This section will be very comprehensive.

#### **D. Review of Draft Guidelines and Standards**

Still waiting for review from county engineering staff and bicycle/pedestrian plan working group members on the draft copy.

#### **E. Next Steps**

Mr. Williams stated that they are hoping to wrap-up this project in the first few months of 2002. Tom Rickert requested input from the committee related to the planning process and to direct any questions/comments to either Heather Tabbert or himself. He also suggested sending requests to the public works departments requesting their five-year plans.

Mayor Ruby suggested including roadway projects in the area that may impact bicycle/pedestrian planning. Mr. Rickert felt that this was a good idea since the plan will be updated every three years; much like CATS updates their RTP every three years.

Tom Rickert mentioned that an important part of the planning and public map will be the planned crossings of the Fox River. The County has received funds to construct two bridges at this time and there may be an additional four crossings in the near future. Due to increased awareness of pedestrian facilities, these will likely have decent pedestrian facilities. This should be placed in the facilities section of the plan.

Craig Williams suggested proposing a bikeway along the outerbelt path to “lock-in” a bicycle facility when/if it ever gets built. Mr. Rickert preferred approaching this through wording in the plan rather than on the map. Mr. Williams stressed the importance of putting ideas on maps, this way a community can ensure that the plan is implemented. Mr. Rickert suggested placing greenway and trail enhancements in facility descriptions. Jon Duerr agreed that conceptual greenways for regional beltways be shown on the map. Mr. Williams agreed, with the original intent being to show separate maps depicting existing, planned, and conceptual plans.

Jon Duerr stated that western and northern greenways are needed. Mr. Williams stated that the maps will depict natural areas as destinations as well as bikeable roadways. Mr. Duerr also expressed interest in implementing some sort of wayfinding by the spring.

#### **IV. OTHER BUSINESS/NEXT MEETING**

##### **A. Planning Timeline/Anticipated Completion Date**

Mr. Rickert stated that we are looking to wrap-up the planning efforts and finalize the data collection, and asked committee members to review the components of the plan. Mr. Williams hopes to wrap-up all the text (minus improvements) within the next thirty days. All text should be completed by February 1<sup>st</sup>. The Capital Improvement Program still needs some work. The bikeways map should be completed by March 15<sup>th</sup>.

Craig Williams and Dan Thomas expressed their desire to have the final product placed on the website. The plan can be put into PDF format and the map can be converted to Jpegs. This is an excellent way of sharing information.

##### **B. Schedule Next Meeting**

The next meeting will be scheduled at a later date. Agendas will be sent out and committee members notified.

#### **V. ADJOURNMENT**

The meeting was adjourned at 2:10 p.m.