



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Community Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
August 14, 2017
7:30 PM

I. CALL TO ORDER

President Hayes called the meeting to order at 7:30 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT:

Mayor Thomas Hayes, Trustees Baldino, Glasgow, LaBedz, Rosenberg, Sidor, & Tinaglia

BOARD MEMBERS ABSENT:

Trustees Blackwood & Scaletta

STAFF MEMBERS PRESENT:

R. Recklaus, R. Ward, J. Massarelli, B. Schwab, P. Wilkiel

OTHERS PRESENT:

Juergen Juffa, Chair of BPAC, John O'Neal, CMAP

IV. NEW BUSINESS

A. Bicycle & Pedestrian Plan - PC#17-006

Mr. Recklaus explained that the Bicycle & Pedestrian plan is a statement of Village policy. He said that because of the amount of work and time put into it and its volume of contents it was brought to the Board so that they would have an opportunity to review and understand the plan prior to a formal vote to adopt it. Mr. Recklaus explained that in adopting the plan, it would go through the normal budgeting process before any funds would be expended. He added that the plan would be used as a guiding principal for staff to determine what will and will not be funded and with making

recommendations to the Board. Mr. Recklaus finished by saying that the Bike Parking Ordinance reflects the values that are in the Bike Plan.

Ms. Schwab stated that the Bike & Pedestrian Plan has been worked on for a number of years and started with a grant from the Local Technical Assistance (LTA) Grant. She said that the Chicago Metropolitan Agency for Planning (CMAP) and the Bicycle and Pedestrian Advisory Committee (BPAC) has done a considerable amount of work on it and that it could not have been done without their assistance. Ms. Schwab stated that the approximate cost of this plan if done by a consultant would have been between \$150,000 and \$180,000, adding that the Village paid nothing for it.

Mayor Hayes thanked both BPAC and CMAP members for all their work on this, saying that it was a great working document.

Mr. Juffa, BPAC Chair, stated that the bike plan fits into the Village's Comprehensive Plan and gave a presentation which highlighted key elements of the plan. Some of what the plan includes is;

- Provide for bicycle traffic to establish safe bicycle path systems,
- Create a quality pedestrian environment
- Provide protection of the environment by minimizing autos,
- Promote adequate, efficient, convenience, aesthetics, and safety of traffic and transportation
- Implement traffic calming measures in residential areas.

Mr. Juffa stated that the vision statement is to make Arlington Heights a place where you can travel safely on foot or by bicycle to all destinations in the Village with comfort and convenience. He went on to say that there was significant community input which included feedback from a website survey, interviews, a walking audit, a communitywide vision workshop, and a focus group workshop. He continued by going over some of the different areas where improvements are necessary and areas that need to be focused on in order to become a bicycle friendly community which include engineering upgrades and infrastructure. Mr. Juffa stated that the plan identifies the most suitable solution for every part of the identified framework including marked shared lanes, bicycle lanes, bicycle parking, and intersection improvements. Mr. Juffa stated that this plan also includes a pedestrian plan with sidewalk improvements.

Discussion took place regarding some of the terms and infrastructure plans that are in the plan. Mr. O'Neal talked about width of roads and sidewalks in regards to calmer traffic, smoother traffic flow, and with addition of space for bicycles and pedestrians. He also said that the Village has the foundation, basis, and the thinking to push bicycle and pedestrian improvements to the next level.

Trustee Tinaglia felt that this plan is a great thing to promote for health reasons. He asked what should the Village be planning for and what it would

mean budget wise over the next five to ten years. Mr. Recklaus stated that this plan can strongly influence design and infrastructure choices over the next several years, but added that it being policy, it would need to be determined what priority level it would be among the choices that are made. He said that it can be actively discussed over the next few months and years as preparation takes place during the budgeting processes.

Trustee Glasgow felt that this plan is the kind of blueprint that the Board is looking for in the future, to look at infrastructure so that Arlington Heights can be a much more walkable and bicycle friendly area.

Trustee Rosenberg asked about the Downtown being a priority and if some of the things that need to be done can be done at the same time as other street or flooding improvements. Mr. Recklaus said that we want to minimize the impact on Downtown as much as possible and that when allowable things can be done so that there is not constant disruption Downtown. Trustee Rosenberg also asked if any there was any costing out and prioritizing done. Ms. Schwab said that a lot of these ideas will need a feasibility or phase I study prior to costing out. She said that the plan has a lot of options, and said that some engineering will have to be done prior to going to design. Discussion took place regarding road improvements and maintenance on paths.

Trustee Rosenberg felt that the BPAC should spearhead education of drivers when changes are made to roads. Mayor Hayes agreed with having education efforts. Trustee Rosenberg also felt that more efficient bike racks with new features should be looked at in the future if the cost is not much higher. Ms. Schwab stated that she has spoken with public works about buying inverted bike racks when racks need to be purchased.

Trustee Sidor asked if there were grants available for these types of improvements. Ms. Schwab stated that there has been in the past and that they will continue to go after them when they are available.

Mayor Hayes felt that it was important to prioritize some of the improvements in the plan. He said that one of the things he would like to see at the top of the list is the intersection improvements at Windsor and Palatine Roads because it's a key access point to Lake Arlington. Discussion took place regarding some of the proposed improvements at that intersection.

The Board members all agreed that this is a great plan and look forward to its implementation. Because it is such a large plan, implementing it will be a long-term process. The Board thanked everyone for all their efforts and hard work on this plan.

TRUSTEE TINAGLIA MOVED, SECONDED BY TRUSTEE LABEDZ, THAT THE COMMITTEE-OF-THE-WHOLE RECOMMEND TO THE VILLAGE BOARD APPROVAL OF THE VILLAGE OF THE ARLINGTON

HEIGHTS BICYCLE & PEDESTRIAN PLAN. The motion passed unanimously.

B. Bike Parking Ordinance - PC#13-011

Mr. Recklaus explained that an ordinance that would be put into effect will reflect the values of these bike plans. He said that this ordinance creates a requirement for bike racks and bike parking for different types of uses, but only when there is a change in use or new construction. He went on to say that Planning Department staff is given the discretion to allow for a lower number of bicycle parking spaces or no parking at all based on circumstances presented during the approval process of a new project.

Mr. Juffa gave a presentation regarding the bicycle parking ordinance. He said that this ordinance compliments the Village's streets policy and focuses on the portion of the transportation network that is private property, typically retail businesses and places of employment. He went on to say that there is a shortage of bike parking in the Village and that the majority of the 40 shopping centers in the Village completely lack bike parking, and that many places of employment do not offer bike parking to their employees.

Some information in Mr. Juffa's presentation included;

- The Downtown area is exempt from the bike parking ordinance
- The cost of two bike parking spaces will be between \$540 & \$660
- Property owners would have the right to remove abandoned bikes from their property and set rules for the usage of the bike racks installed on their property
- The ordinance is one tool to advance bike parking in the Village
- The ordinance uses an incremental approach to increase the degree of accommodating bicycles
- Determining the amount of bike parking is accomplished the same as for automobiles
- The majority of automobile parking in the Village is provided by private entities. The same financing rule should apply for both automobiles and bike parking
- The ordinance helps advance a goal of Village policy; a transportation network that accommodates various modes of transportation, and it implements regulation for parts of the transportation network that is on private property

Trustee Baldino asked if there should be more criteria for a variance being granted by this ordinance. Ms. Ward stated that the intention of the ordinance is to ensure that the bike parking is not overly burdensome on any particular development. She added that it is not intended to go to a hearing for a variance, but designed to be more positive and make it easier for a petitioner. Ms. Ward went on to say that this ordinance is drafted and contains language that says that if the petitioner shows staff that there is not enough room or is not feasible, then staff will have the ability to reduce the number of spaces required by the ordinance.

Trustee Sidor asked for clarification when the Board gets a plan presented to them that has an administrative variance granted if they will be informed why it was granted. Mr. Recklaus answered yes saying that it would be included in the staff report of the projects.

Trustee Tinaglia asked if a commercial project has no variation requests other than for bicycle parking if they would still only need staff approval for the bicycle parking variance. Mr. Recklaus stated yes if the Planning Director agreed with their variance request. Ms. Ward said it is not intended for anyone to have to get a formal variance if they can't provide the spaces because they are not available or feasible. She added that because it is a code requirement and they just don't want to install them and the Planning Director states that they must, then they would have to have a hearing for a formal variation.

Trustee Tinaglia said that that bike racks are needed Downtown probably more than anywhere else, and felt that there should be a way to find spots for them other than in the parking garages. Trustee Glasgow agreed and asked if more can be added near the parking garages and to possibly work with Union Pacific to put more at the train stations. Discussion continued regarding Downtown bike parking and streetscape. Mr. Recklaus stated that this ordinance regulates private property.

Discussion took place regarding abandoned bikes both on public and private property and with the difficulty in having them removed. Ms. Ward stated that she can look further into State statute regarding the removal of them.

Trustee Rosenberg said that this ordinance is for projects going forward and asked if something could be added to the ordinance in the future that would be retroactive if more spaces are needed. Ms. Ward stated that it would be somewhat challenging to make someone who is already established to do that, but said that you can broaden the ordinance to include a timeline for when someone has to meet the new standards.

Mayor Hayes thought it was important that the language in the ordinance should include both "space is **not available or feasible** on a site". He asked that the words "or feasible" be added after the word available in the last sentence of Section 11.8-5 of the Bike Parking Ordinance.

TRUSTEE TINAGLIA MOVED, SECONDED BY TRUSTEE BALDINO, THAT THE COMMITTEE-OF-THE-WHOLE RECOMMEND TO THE VILLAGE BOARD APPROVAL OF THE CODE AMENDMENTS TO CHAPTER 28, SECTION 11, BIKE PARKING ORDINANCE AS AMENDED. The motion passed unanimously.

C. Village Statements of Economic Interest

Mr. Recklaus started by saying that the Village's ethical standards are not changing in anyway nor who the ethical standard of policies apply to. He

said that the only thing being discussed tonight are the forms that are currently in place that are required to be filed. Mr. Recklaus stated that Article VI of Chapter 1 of Village code relates to disclosure and ethics. He said that the Village has not changed the requirement for Village Statement of Economic Disclosure since 1983 which at that time was directed towards employees earning in excess of \$35,000 a year (Village Manager and Department Directors at that time). He went on to say that last year, 432 of 437 Village employees had to fill out one of these forms.

Mr. Recklaus went on to say that current State Statute requires counties have all elected and appointed officials, and some employees of municipalities file a County ethics form. He explained the criteria for what employees would need to fill out County form, saying that currently 34 Village employees need to do so.

Mr. Recklaus believes the Village process is somewhat outdated and redundant with the County's own process, and has gone on beyond its original intent. He thought that the County form generally covers all of the same material and is accessible online, and felt that it was time to re-evaluate this and default to the County form. In addition to the County form there are other measures the Village has in effect for employees in the personnel manual and with administrative oversight of employees. Mr. Recklaus stated that there are additional forms employees have to fill out for outside employment.

Mr. Recklaus stated that if the Board would like to keep a local form, it is recommended to get off a salary threshold and have it relate more to job function and the threshold laid out in State statute. A marked up Article VI was provided the Board for review and discussion so that staff can get some direction from the Board prior to drafting legislation to make these changes.

Trustee Glasgow was concerned with a sentence that was crossed out in Section 1-605 of Article VI that says "if you or your spouse or employer have any dealings with any Village Departments regarding licenses, reviews or approval necessary to conduct business in the Village, a statement to that effect shall be included in the filings". He explained that that sentence was added by previous Village Manager Bill Dixon after there were discussions on conflicts in the Village. He stated that this is not on the County form and felt it was important to have when employees or members of boards and commissions are dealing with and working in the Village, saying that it allows full disclosure to the people of the Village. He felt that it would not be onerous for anyone to fill out both these forms and asked if this same information could be in staff's proposal. Mr. Recklaus said that if the Board wishes, a modified Village form could be retained that could include whatever information the Board would like, and that the number of employees to fill it out could be reduced.

Trustee LaBedz had similar comments saying that there is nothing in the County form that talks about outside employment and felt that disclosure is

necessary. She said that the salary threshold and having that many employees fill out the form does not make sense and should be based on position. Other Board members agreed that the number of employees filling out this form should be reduced, and that it be filled out by all elected officials, and employees and members of boards and commissions in decision making roles. Mr. Recklaus stated that after receiving feedback from the Board, something will be drafted that reflects their wishes.

Trustee Sidor questioned the Filing of Complaints for this section in regards to having them go to the Village Manager instead of the Village Clerk. Mr. Recklaus stated that it was a practice that has never gone to the Village Clerk, and that any complaint of this type would be handled formally, that there would be some type of investigation, and a response would be generated.

Trustee Rosenberg asked if the proviso of your children being in the form. Ms. Ward stated that the form has stayed pretty much the same since 1983, and said that children can be removed from it. Mayor Hayes said that there was enough of a connection of an immediate family member, like a child, for a potential problem and felt that there would be an obligation to report that. Mr. Recklaus stated that the intent was to be aware of immediate family member doing business with the Village and being open for everyone to see.

Mr. Recklaus stated that based on the feedback given this evening that the Village form be streamlined to focus on the areas that are not redundant. Mr. Recklaus asked the Board for clarification on who they felt should be filling out a Village form, and if they want it to mirror the County form requirements or a different group of people. Discussion took place on who and what Boards & Commissions the Board felt should fill out the form.

It was agreed that all appointed Boards & Commission members, all elected officials, and Village staff where County rules are applicable to would be required to fill out the Village form.

V. OTHER BUSINESS

VI. ADJOURNMENT

Trustee LABEDZ moved, seconded by Trustee TINAGLIA to adjourn the meeting at 9:15 P.M. The motion carried unanimously.