Public participation is invited on each agenda item prior to the Board's deliberation. **When called upon, please approach the microphone and state your name and the address where you live. Kindly limit your remarks to three (3) minutes.**

VILLAGE OF VILLA PARK

Village Hall
20 S. Ardmore Avenue
Villa Park, IL 60181

Traffic and Safety Commission

February 6, 2024 **8:00 PM**

Chairperson J. Pienkos
Commissioners: Jack Cuthbertson, Joey DeTomaso, Vicki Flaskamp, Edward McMurray, Carl Timmerman, Karen Timmerman, and Bob Wagner

Please Note: The commission created herein shall act in an advisory capacity to the corporate authorities in all matters of traffic and safety which are referred to the commission or which are initiated or investigated by the commission on its own motion.

1. **Call to Order**
2. **Roll Call**
3. **Amendments to the Agenda**
4. **Public Comments on Agenda Items**
5. **Public Comments on Non-Agenda Items**
6. **Presentations**
   a. Report of the Bike, Pedestrian, and Transit Subcommittee
7. **Approval of Minutes**
   a. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on November 7, 2023
   b. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on January 2, 2024
8. **Old Business**
9. **New Business**
10. **Commissioner Comments**
11. **Chairperson Comments**
12. **Village Board Liaison Comments**

13. Village Staff Comments

14. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

MEMORANDUM

TO: Traffic and Safety Commission

FROM: Kevin Mantels, Civil Engineer

DATE: February 6, 2024

SUBJECT: Report of the Bike, Pedestrian, and Transit Subcommittee

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RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

MEMORANDUM

TO: Traffic and Safety Commission

FROM: Kevin Mantels, Civil Engineer

DATE: February 6, 2024

SUBJECT: Consider approval of pending minutes from the Traffic and Safety Commission meeting held on November 7, 2023

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

VILLAGE OF VILLA PARK

Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, Illinois 60181

Traffic and Safety Commission

November 7, 2023 **8:00 PM**

Chairperson J. Pienkos

Commissioners Jack Cuthbertson, Vicki Flaskamp, Edward McMurray, Carl Timmerman, Karen Timmerman, Bob Wagner

MINUTES OF THE MEETING HELD IN VILLAGE HALL BY THE TRAFFIC AND SAFETY COMMISSION OF THE VILLAGE OF VILLA PARK ON NOVEMBER 7, 2023

DRAFT

1. **Call to Order.**
Chairperson Pienkos called the meeting to order at 8:04 p.m.

2. **Roll Call.**
Ex-Officio Guerra called the roll.

PRESENT: Cuthbertson, Flaskamp, McMurray, Pienkos, C. Timmerman, K. Timmerman, Wagner.
ABSENT: None.

Staff Present: Michael Guerra, Director of Public Works; Jesus Landa, Police Sergeant.

Board Present: None.

Others Present: None.

3. **Amendments to the Agenda.**
Motion to add an item to the agenda entitled “Operation of the commission” was made by Commissioner Wagner and seconded by Commissioner Flaskamp. Voice vote passed with all ayes.
Motion carried.
New item “Operation of the commission” added to the agenda under New Business.

4. **Public Comments on Agenda Items.**
None.

5. **Public Comments on Non-Agenda Items.**
None.

6. **Presentations.**

6a. Report of the Bike, Pedestrian, and Transit Subcommittee.
Commissioner Wagner gave a report of the Bike, Pedestrian, and Transit Subcommittee. Commissioner Wagner mentioned that the subcommittee had met in July, August, and September, and that the last meeting of the subcommittee was on Thursday, 10/26/2023.

Topics included the Railroad Grade Separation Feasibility Study, a bike valet at Brewfest, the Bicycle Friendly Community application, a public survey related to the Bicycle Friendly Community application, the Village of Villa Park Comprehensive Plan Update, the Comprehensive Plan Do-It-Yourself (DIY) Community Workshop, Pace Bus Route 313 and Regional Transportation Authority (RTA) ridership data, a bike to school day, the Village Avenue Improvement Project, construction of the Tri-Trail Connector Project, the DuPage Trails Plan, and an app called Strava Metro that collects data on the use of pedestrian and bicycle facilities.

6b. Railroad Grade Separation Feasibility Study Update.

Ex-Officio Guerra made a presentation of the Railroad Grade Separation Feasibility Study. Following the presentation, commissioners discussed several questions they had about the study with Ex-Officio Guerra.

A copy of the PowerPoint presentation is attached to these minutes.

7. Approval of Minutes.

7a. Consider approval of pending minutes from Traffic and Safety Commission meeting held on July 11, 2023.

Motion to approve the minutes of the Traffic and Safety Commission meeting held on July 11, 2023, was made by Commissioner Wagner and seconded by Commissioner C. Timmerman. Voice vote passed with all ayes.

Motion carried.

8. Old Business.

8a. Item No. 893 – Parking restrictions and striping on South Villa Avenue north of Madison Street.

Chairperson Pienkos noted that the ordinance had been adopted by the Village Board and asked if there was interest in closing the agenda item.

Motion to close Item No. 893 was made by Commissioner McMurray and seconded by Commissioner Wagner. Voice vote passed with all ayes.

Motion carried.

Item closed.

8b. Item No. 894 – Striping and signage for the crosswalk on Jackson Street at Leslie Lane.

Commissioners discussed that the striping and signage had been installed and that the item was now complete.

Motion to close Item No. 894 was made by Commissioner C. Timmerman and seconded by Commissioner K. Timmerman. Voice vote passed with all ayes.

Motion carried.

Item closed.

8c. Item No. 897 – On-street accessible parking.

Commissioners again discussed the resident's request at length.

Commissioner Wagner noted that he had contacted several other area municipalities to determine how they handle these situations, and reported that there was no consistent policy or procedures for addressing these types of requests.

Commissioners discussed that they were generally in agreement that this particular request for an accessible parking space did not warrant approval, but questioned whether the commission should pursue the topic in preparation for similar requests that might be received in the future.

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Commissioners agreed that the item would be left on the agenda for further discussion at the next commission meeting.
Item pending.

9. New Business.

9. Operation of the commission.

Chairperson Pienkos asked Commissioner Wagner if he would like to discuss the new item.
Commissioner Wagner stated that he would like to discuss the commission budget, noted that he had been informed by Finance Director Howard that the commission's budget for 2023 was $2,200, and that to date the commission had not spent any funds. Commissioner Wagner noted that the commission used to have two staff members assigned, including a staff liaison and a commission secretary, but that since the commission secretary had left there were issues with the commission receiving draft minutes in a timely manner. Commissioner Wagner asked if the commission's budget could be used to hire a new commission secretary to attend meetings and take the minutes.
Chairperson Pienkos responded that he would like to have an opportunity to discuss further with the Village Manager's office before responding.
Commissioner Cuthbertson requested the information regarding the commission's budget.
Commissioner Wagner stated that he would like to discuss commission membership, noted that village ordinance states that the commission is supposed to have nine members, and that village ordinance states that commissioners may be removed from the commission if they do not fulfill their duties. Commissioner Wagner asked if unexcused absences are tracked and Chairperson Pienkos responded that they are. Commissioner Wagner stated that he had sent an email regarding a commission meeting that was cancelled due to lack of a quorum but that he had not received a response. Chairperson Pienkos responded that the meeting had to be cancelled because one commissioner became sick and another commissioner was held up at work.
Commissioner Wagner asked what efforts were taking place to recruit more commissioners. Chairperson Pienkos responded that he was awaiting information from the Village Manager's office as to the possibility of the Village President appointing new members to the commission. Chairperson Pienkos added that if there was anyone who might be interested that they should be asked to fill out an application.
Commissioner Wagner mentioned the Village of Villa Park Comprehensive Plan Update and the associated Do-It-Yourself (DIY) Community Workshop. He stated that the Environmental Concerns Commission had completed the workshop, but that the Bike, Pedestrian, and Transit Subcommittee had been interested in holding a joint workshop with the Traffic and Safety Commission. Commissioner Wagner stated that he had sent multiple emails regarding the community workshop and had not received any response.
Chairperson Pienkos responded that he had asked Ex-Officio Mantels to look into this further and report back and that he was awaiting additional information. Chairperson Pienkos stated that to date he had not received any communication from the Village Manager's office or from other village staff regarding the comprehensive plan workshop.
Commissioner Wagner asked where emails that are sent to trafficandsafety@invillapark.com are routed. Chairperson Pienkos responded that they typically go to the Village Manager's office or to other village staff and are then forwarded along as necessary.

9a. Appointment of a chairperson of the commission.

Chairperson Pienkos stated that the commission was required to appoint a chairperson every two years and asked if any of the commissioners were interested.
Commissioner Wagner nominated Commissioner Flaskamp. Commissioner Flaskamp declined the nomination.

Chairperson Pienkos asked if any of the other commissioners were interested. Chairperson Pienkos also noted that he would be willing to continue as Chairperson.
Commissioner K. Timmerman nominated Commissioner Pienkos.
Roll call vote tallied five (5) ayes made by Commissioners Cuthbertson, McMurray, C. Timmerman, K. Timmerman, and Flaskamp; and one (1) vote of present by Commissioner Wagner. There were no nays.
Commissioner Pienkos elected chairperson of the commission for a term of two years.

New item(s).

None.

10. Commissioner Comments.

Commissioner McMurray had no report or recommendations.

Commissioner C. Timmerman advised that December would be a busy month for him but that he would do his best to be present for the December commission meeting.

Commissioner K. Timmerman had no report or recommendations.

Commissioner Cuthbertson had no report or recommendations.

Commissioner Flaskamp wished everyone a Happy Thanksgiving, stated that she hoped everyone would be able to attend Joyful Traditions, and mentioned that she might not be able to attend the December commission meeting.

Commissioner Wagner noted that he received an email from a resident who lives at Ardmore and Washington and that he had forwarded it to Chairperson Pienkos and Ex-Officio Mantels but had not received a response. The resident noted that he had witnessed motorists, including many motorcycles, violating stop signs at the intersection of Ardmore and Washington and elsewhere in the village. Commissioner Wagner stated that he encouraged the resident to send an email to trafficandsafety@invillapark.com. Commissioners discussed that an increased police presence would be beneficial and asked Sergeant Landa if that would be possible. Sergeant Landa asked if there were any particular days or times when these violations were occurring. Commissioner Wagner responded that he would contact the resident to inquire.

11. Chairperson Comments.
Chairperson Pienkos hoped everyone would have wonderful family time with loved ones at Thanksgiving, and stated that he hoped that everyone could attend the December commission meeting.

12. Village Board Liaison Comments.
None.

13. Village Staff Comments.
Ex-Officio Guerra noted that the village was wrapping up several construction projects, and thanked the commission for allowing him to present on the Railroad Grade Separation Feasibility Study.

14. Adjournment.
Motion to adjourn was made by Commissioner C. Timmerman and seconded by Commissioner McMurray. Voice vote passed with all ayes.

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Motion carried.
Meeting adjourned at 9:43 p.m.

Respectfully submitted,

Kevin L. Mantels
Assistant Village Engineer

Next Meeting is scheduled for December 5, 2023.

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Villa Park | Grade Separation Feasibility Study

Project Status Meeting

September 11, 2023

CDM Smith

Page 1

Agenda

- Study overview
- Existing conditions analysis
- Survey results
- Concept development process
- Assessment of impacts and benefits
- Open discussion/questions
- Next steps

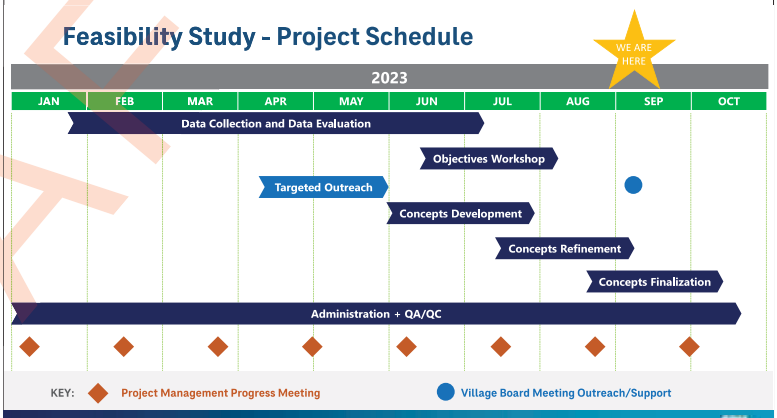
Page 2

Study Overview

The intent of the study is to assess the nature and demand of user access across the Union Pacific Railroad (UPRR) within the Village limits and to identify feasible means to grade separate permanent access for motorized and non-motorized users.

Page 3

Feasibility Study - Project Schedule



Page 4

Existing Conditions Review

Page 5

Local Traffic Profile

Westmore Ave.
- Local road
- No current crossing
- Two-lane cross section

Addison Rd.
- Minor arterial
- ADT: 9450
- Four-lane cross section

Ardmore Ave.
- Major collector
- ADT: 7550
- Two-lane cross section

Villa Ave.
- Minor arterial
- ADT: 6200
- Two-lane cross section

Page 6

DRAFT

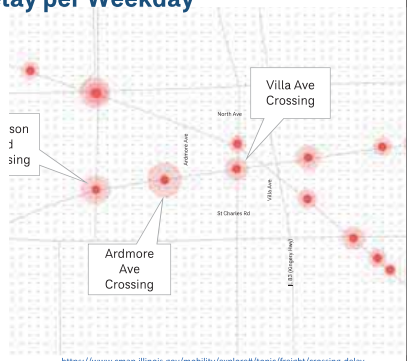
2018 Average Motorist Delay per Weekday

UPRR Line
- Average of 100 trains per day
- 59 Metra trains

Addison Rd.
- 159.04 total hours of delay

Ardmore Ave.
- 133.90 total hours of delay

Villa Ave.
- 106.14 total hours of delay



*CMAP NEIL At-Grade Railroad Crossing Motorist Delay, 2018

https://www.cmap.illinois.gov/mobility/explore#/topic/freight/crossing-delay

Page 7

5-Year Crash History

Vehicular Crash Data:
- Evaluated last 5 years of available crash data (2017-2021)
- 169 total crashes in the project area
- No fatalities

Page 8

Environmental Screening Results

- Low environmental risks
  - No critical habitats within the proposed project area
  - No Historic & Architectural Resources in study area
  - Low risk of flooding
- Potential environment issues
  - Potential 4(f) Impact at Iowa Community Center property (Addison) or North Terrace Park (Westmore)
  - North Terrace Park Freshwater Pond along Westmore Ave (Wetland)

Page 9

Public Engagement

Page 10

Online Survey Results – Key Take Aways

- No clear preferred location for improvements
- Share of respondents indicating "very concerned" or "concerned" for the following topics:
  - Emergency response times: **92%**
  - Vehicle delay: **91%**
  - Reliable travel times: **85%**
  - Bike/ped safety: **82%**
  - Bike/ped delay: **76%**
  - Vehicle safety: **69%**
  - Metra station access: **63%**
  - Air quality: **58%**
- Common themes in open-response items
  - Need for improved north-south vehicle access across railroad
  - Need for improved access to community destinations (e.g., Iowa Rec Center and schools)
  - Need for pedestrian crossing improvements at Metra station (potentially as under/overpass)
  - Poor pavement conditions at Villa Avenue crossing

Page 11

Alternatives Development

Page 12

DRAFT

13 Villa Park | Grade Separation Feasibility Study

Page 13

Motorized Alternatives - Considerations

Overpass vs Underpass

- Underpass is generally more expensive
- Underpass typically has less impact on properties and access
- Both options have long lead times based on railroad coordination and approval

Source: https://www.v3co.com/news/us-route-30-railroad-grade-separation-project-wins-2017-acec-illinois-merit-award/

Source: http://industrialscenery.blogspot.com/2014/10/create-gs7.html

14 Villa Park | Grade Separation Feasibility Study

Page 14

Proposed Roadway Section Alternatives

- Two Lanes
- Shared Ped/Bike Path

- Four Lanes
- Shared Ped/Bike Path

15 Villa Park | Grade Separation Feasibility Study

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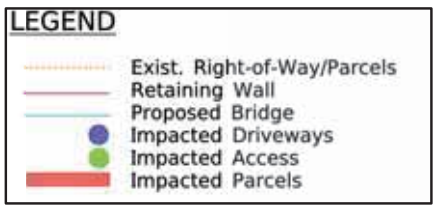
Assessment of Impacts and Benefits

Villa Park | Grade Separation Feasibility Study

Page 16

Motorized Alternatives



17 Villa Park | Grade Separation Feasibility Study

Page 17

Impacts to Property and Access: Addison Road

Left:

- Overpass

Right:

- Underpass

18 Villa Park | Grade Separation Feasibility Study

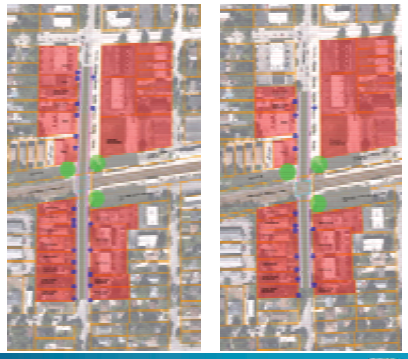
Page 18

DRAFT

Impacts to Property and Access: Ardmore Avenue

Left:
- Overpass

Right:
- Underpass



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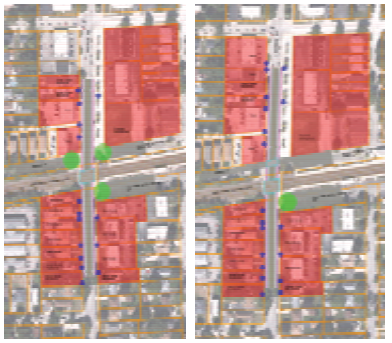
Impacts to Property and Access: Ardmore Ave Underpass with Terrace

Left:
- Underpass

Right:
- Underpass w/ Terrace Connection

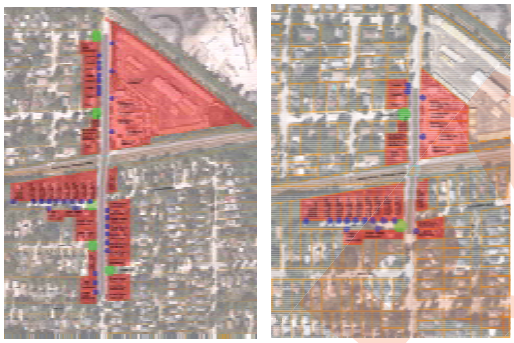


Page 20

Impacts to Property and Access: Villa Ave

Left:
- Overpass

Right:
- Underpass



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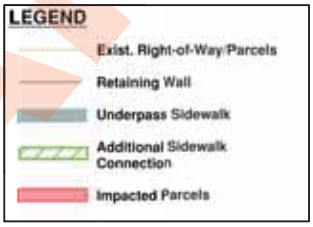
Non-Motorized Alternatives



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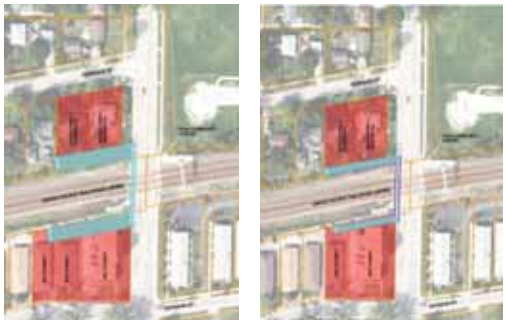
Impacts to Property and Access: Addison Road

Left:
- Overpass

Right:
- Underpass



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Impacts to Property and Access: Villa Park Metra Station

Top:
- Overpass

Bottom:
- Underpass

Page 24

DRAFT

Impacts to Property and Access: Villa Avenue

Left:
- Overpass

Right:
- Underpass

Page 25

Evaluation criteria

- Business impacts
- Residential impacts
- Safety
- Roadway, Path, or Sidewalk access
- Parking impacts
- Emergency response
- Stakeholder support
- Bikes/Peds
- Utility impacts
- Environmental impact
- Reduced delay
- Cost
- Potential railroad acceptance

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Motorized Alternatives Summary – Addison Road

Benefits
- Improves location of highest average daily traffic
- Improves location highest recorded delay
- Provide better access to schools/public open space
- Improves opportunity for community connectivity/active transportation

Considerations
- Lack of connectivity of corridor
- Most expensive separation option
- Large impact to residential access
- Impact to church property

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Motorized Alternatives Summary – Ardmore Avenue

Benefits
- Connectivity of corridor
- Central to Villa Park
- Existing grade separation to the north
- Proximity to Metra Station
- Potential for transit-oriented development
- Improved emergency response
- Lowest parcel impact

Considerations
- Potential impact to lower income residents
- Potential environmental issue
- Impacts to planned development
- Access/parking impacts to Metra Station

Page 28

Motorized Alternatives Summary – Villa Avenue

Benefits
- Improves connection for Salt Creek Greenway Trail
- Less overall benefit

Considerations
- Highest impact to residential access (over and underpass)
- Lack of connectivity of corridor
- Lowest average daily traffic
- Close proximity to existing IL-83 grade separation
- Highest utility impacts

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Motorized Alternatives Summary - General

	Addison		Ardmore			Villa	
	Option 1A - Underpass	Option 1B- Overpass	Option 2A - Underpass	Option 2B - Underpass w/ Terrance Connection	Option 2C - Overpass	Option 3A - Underpass	Option 3B - Overpass
Parcel Impacts	>10	>30	>10	>10	>10	>20	>40
Utility Impacts	5	5	5	5	5	5	>5
Adjacent CN Grade Separation	N	N	Y	Y	Y	N	N
Potential Environmental Concern	N	N	Y	Y	Y	N	N
Street or alley impact	>1	>1	>1	1	>1	>1	>5
Parking Impacts (loss of on-street spaces)	0	0	>5	>5	>5	0	0
Construction Costs	$40-60	$20-40	$30-50	$40-60	$15-30	$40-50	$20-40

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Non-Motorized Alternatives Summary – Addison Road

Benefits

- Provide better access to schools/ public open space
- Improves opportunity for community connectivity/active transportation

Considerations

- Metra blockages less likely at this location
- More property impacts compared to Villa Ave due to apartment buildings south of the crossing
- Overpass option may conflict with the railroad overhead signal mast
- Users may continue to use at-grade crossing

Non-Motorized Alternatives Summary – Villa Park Metra Station

Benefits

- Enable riders to cross over to the other side while trains are at the station
- Improved reliability potentially attracts more commuters to use the station
- Enhance safety by removing the existing at-grade crossing at the station
- Eliminates issues with Metra blockages

Considerations

- Need agreement with UP as there will be some impacts adjacent to the platforms

Non-Motorized Alternatives Summary – Villa Avenue

Benefits

- Better connect the Salt Creek trail

Considerations

- Metra blockages less likely at this location
- Trail users would still need to cross Villa Ave twice
- Users may continue to use at-grade crossing
- Potentially fewer users than Addison or Ardmore

Non-Motorized Alternatives Summary

	Non-Motorized Option Addison Rd		Non-Motorized Option Metra Station		Non-Motorized Option Villa Ave - West Side	
	Option 4A - Ped Underpass	Option 4B - Ped Overpass	Option 5A - Ped Underpass	Option 5B - Ped Overpass	Option 6A - Ped Underpass	Option 6B - Ped Overpass
Parcel Impacts	>4	>4	0	0	>1	>4
Utility Impacts	1	1	1	1	>1	>1
Potential Environmental Concern	N	N	N	N	N	N
Adjacent CN Grade Separation	N	N	N	N	N	N
Streets or alleys	0	0	0	0	0	0
Parking Impacts (loss of on-street spaces)	0	0	0	0	0	0
Construction Costs	$10-15	$7-12	$10-15	$7-12	$10-15	$7-12

Initial Recommendations

- **Underpass options provide less impact**
- **Addison and Ardmore are preferred locations**
- **Staged implementation**
- **Coalition building**

Open Discussion

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Next Steps

- Document comments
- Finalize alternatives based on comments
- Develop final recommendations
- Identify next phase for potential improvements

Page 37

Successful Implementation

- **Provide input to Villa Park Comprehensive Plan update**
  - Still unknown economic development potential
  - Avoid preclusion of any future development
- **Demonstrated Commitment and Funding Plan**
  - Identify funding opportunities to frame project purpose and need
  - Outline schedule of proposed funding opportunities
- **Move project into next phase of project (NEPA)**
  - Shows funding providers level of commitment
  - Allows for additional investigation for most feasible alternatives
  - Develop NEPA document with a tiered approach
    - Near term recommendation for Pedestrian Only Grade Separation
    - Potential longer term recommendation for Motorized grade separation

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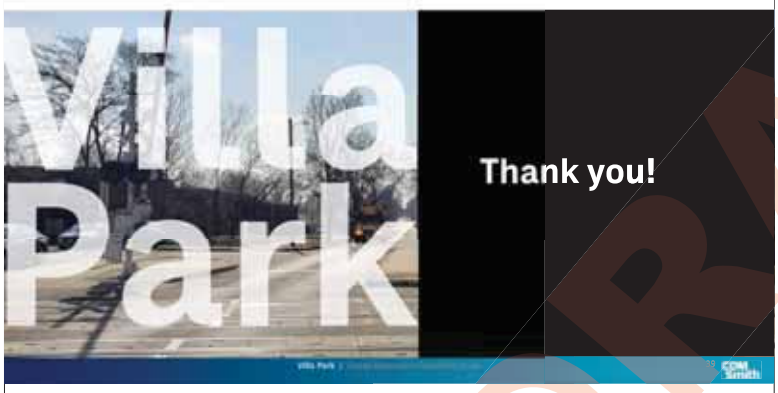

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DRAFT

MEMORANDUM

TO: Traffic and Safety Commission

FROM: Kevin Mantels, Civil Engineer

DATE: February 6, 2024

SUBJECT: Consider approval of pending minutes from the Traffic and Safety Commission meeting held on January 2, 2024

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

VILLAGE OF VILLA PARK

Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, Illinois 60181

Traffic and Safety Commission

January 2, 2024 **8:00 PM**

Chairperson J. Pienkos

Commissioners Jack Cuthbertson, Joey DeTomaso, Vicki Flaskamp, Edward McMurray, Carl Timmerman, Karen Timmerman, and Bob Wagner

MINUTES OF THE MEETING HELD IN VILLAGE HALL BY THE TRAFFIC AND SAFETY COMMISSION OF THE VILLAGE OF VILLA PARK ON JANUARY 2, 2024

DRAFT

1. **Call to Order.**
Chairperson Pienkos called the meeting to order at 8:07 p.m.

2. **Roll Call.**
Ex-Officio Mantels called the roll.

PRESENT: DeTomaso, Pienkos, C. Timmerman, K. Timmerman, Wagner.
ABSENT: Cuthbertson, Flaskamp, McMurray.

Staff Present: Kevin Mantels, Assistant Village Engineer.

Board Present: Nick Cuzzone, Village President.

Others Present: None.

3. **Amendments to the Agenda.**
None.

4. **Public Comments on Agenda Items.**
None.

5. **Public Comments on Non-Agenda Items.**
None.

6. **Presentations.**

6a. Report of the Bike, Pedestrian, and Transit Subcommittee.
Commissioner Wagner gave a report of the Bike, Pedestrian, and Transit Subcommittee. Commissioner Wagner mentioned that the subcommittee had met on Saturday, 12/16/2023. Topics included the Golden Shovel Program, a program to recognize residents and businesses who are attentive to clearing their sidewalks of snow; the subcommittee's attendance at the North Elementary School Parent Teacher Association (PTA) December meeting to discuss the possibility of a Walk / Roll to School Day, which would be held on Wednesday, 05/08/2024; planning for bike month in May; and Pace Bus Route 313 and encouraging more bus ridership.

7. Approval of Minutes.

7a. Consider approval of pending minutes from Traffic and Safety Commission meeting held on November 7, 2023.

Commissioners discussed whether or not to vote on approving the draft minutes from the November 2023 meeting, given that the commission had exactly a quorum in attendance at this January 2024 meeting, and that Commissioner DeTomaso had not been a commissioner at the time of the meeting in question nor had he been in attendance at the meeting.

Ex-Officio Mantels noted that more than half of the audio from the November 2023 meeting was missing from the video of the meeting, and that the draft minutes had been prepared as accurately and completely as possible based on the audio that was available and on notes taken at the meeting, but that there was a possibility that they may not be entirely accurate or complete.

Motion to approve the minutes of the Traffic and Safety Commission meeting held on November 7, 2023, was made by Commissioner Wagner. There was no second.

Item pending.

8. Old Business.

8a. Item No. 897 – On-street accessible parking.

Chairperson Pienkos recalled that when the commission discussed the item at the last meeting that approximately half of the commission felt that there should be further investigation, and that the other half of the commission felt that they should recommend against any further consideration of the resident's request.

Commissioner Wagner recalled that the commission was nearing a consensus that the request was not warranted, but that the commissioners had agreed at the last meeting that they would pend the item to await further information from Ex-Officio Mantels.

Ex-Officio Mantels responded that the only additional information he could provide was an item in the agenda packet containing excerpts of ordinances from the Village of Villa Park Municipal Code pertaining to handicapped parking.

Commissioners discussed that they were generally in agreement that this particular request for an accessible parking space did not warrant approval.

Motion to close Item No. 897 was made by Commissioner Wagner.

Ex-Officio Mantels suggested that before closing this agenda item it might be appropriate to entertain a separate motion to not recommend approval or further action in response to the resident's request.

Motion to not recommend the creation of a handicapped parking space for a private resident made by Commissioner Wagner and seconded by Commissioner K. Timmerman. Voice vote passed with all ayes.

Motion carried.

Motion to close Item No. 897 was made by Commissioner Wagner and seconded by Commissioner C. Timmerman. Voice vote passed with all ayes.

Motion carried.

Item closed.

9. New Business.

None.

New item(s).

None.

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10. Commissioner Comments.

Commissioner DeTomaso stated that he was glad to be on the commission.

Commissioner Wagner noted that at the November 2023 meeting he had asked about the commission budget and had mentioned that per the village's Finance Director, the commission had $2,200 budgeted for 2023 but that no funds had been spent. Commissioner Wagner noted that he had asked about the possibility of using those funds to hire a commission secretary or someone to prepare the minutes and asked if there were any updates on that request. Chairperson Pienkos responded that the village had attempted to find someone to fill that role but had not been successful. Ex-Officio Mantels added that village administration would prefer to have an existing village employee prepare draft meeting minutes during their regular workday using the online video of the meeting. Ex-Officio Mantels also noted that there had been discussion about reducing the proposed 2024 budget of the Traffic and Safety Commission back to pre-2023 levels, and suggested that the approved 2024 budget should be reviewed to confirm the commission's actual 2024 budget amount.
Commissioner Wagner asked about the status of the Tri-Trail Connector Project. Ex-Officio Mantels responded that most, if not all, construction on the trail project had shut down for the winter, and that work would resume in the spring when weather permits.
Commissioner Wagner asked about the Villa Avenue Improvement Project and inquired if a second public information meeting date had been scheduled. Ex-Officio Mantels responded that the second public information meeting would likely be held in March or April of 2024, and that the village had to resolve some remaining issues with IDOT before proceeding with the final public information meeting.

Commissioner K. Timmerman had no report or recommendations.

Commissioner C. Timmerman wished everyone a Happy New Year, welcomed Commissioner DeTomaso to the commission, and asked if it might be possible to provide additional space in the agenda or agenda packet for taking notes. Commissioners discussed and agreed that additional space should be added to the end of the agenda itself for taking notes, and also that the agenda with space for taking notes should be provided separately from the agenda packet. Ex-Officio responded that he would do so going forward.

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11. Chairperson Comments.
Chairperson Pienkos wished everyone a Happy New Year, stated he was looking forward to 2024, welcomed Commissioner DeTomaso to the commission, and thanked Kevin for his work in 2023.

12. Village Board Liaison Comments.
None.

13. Village Staff Comments.
Ex-Officio Mantels wished everyone a Happy New Year and welcomed Commissioner DeTomaso to the commission.

14. Adjournment.
Motion to adjourn was made by Commissioner Wagner and seconded by Commissioner K. Timmerman. Voice vote passed with all ayes.
Motion carried.
Meeting adjourned at 8:44 p.m.

Respectfully submitted,

Kevin L. Mantels
Assistant Village Engineer

Next Meeting is scheduled for February 6, 2024.

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