

Public comments are invited prior to the commission's discussion. When called upon, please approach the microphone and state your name and the address where you live. Kindly limit your remarks to three minutes.

VILLAGE OF VILLA PARK

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

Traffic and Safety Commission

October 1, 2024

7:30 PM

Chairperson J. Pienkos

Commissioners: Jack Cuthbertson, Joey DeTomaso, Vicki Flaskamp, Tricia Little, 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. CMAP Presentation**
 - a. Chicago Metropolitan Agency for Planning (CMAP) Speed Management Report Presentation
- 4. Amendments to the Agenda**
- 5. Public Comments on Agenda Items**
- 6. Public Comments on Non-Agenda Items**
- 7. Presentations**
 - a. Report of the Bike, Pedestrian, and Transit Subcommittee
- 8. Approval of Minutes**
 - a. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on August 6, 2024
 - b. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on September 3, 2024
- 9. Old Business**
 - a. Item No. 900 - Parking restrictions on Princeton south of Belden

- b. Item No. 902 - Stop Signs at Elm and Princeton
- c. Item No. 903 - Stop Signs at Division and Princeton
- d. Item No. 904 - Traffic and Safety Commission CY 2025 Budget
- e. Item No. 905 - Pedestrian Signage and High-Visibility Crosswalks at St Charles and Ardmore

10. New Business

- a. Item No. 906 - Crosswalk across Ardmore Avenue near Lufkin Park

11. Commissioner Comments

12. Chairperson Comments

13. Village Board Liaison Comments

14. Village Staff Comments

15. 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, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Report of the Bike, Pedestrian, and Transit Subcommittee

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:



MEMORANDUM

TO: Traffic and Safety Commission

FROM: Kevin Mantels, Assistant Village Engineer

DATE: October 1, 2024

SUBJECT: Consider approval of pending minutes from the Traffic and Safety Commission meeting held on August 6, 2024

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

VILLAGE OF VILLA PARK

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

Traffic and Safety Commission

August 6, 2024

8:00 PM

Chairperson J. Pienkos

Commissioners Jack Cuthbertson, Joey DeTomaso, Vicki Flaskamp, Tricia Little, 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 AUGUST 6, 2024

1. Call to Order.

Chairperson Pienkos called the meeting to order at 8:04 p.m.

2. Roll Call.

Ex-Officio Mantels called the roll.

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

ABSENT: Little, McMurray.

Staff Present: Jesus Landa, Police Sergeant; Kevin Mantels, Assistant Village Engineer.

Board Present: None.

Others Present: None.

3. Amendments to the Agenda.

Motion to add an item to the agenda to discuss the commission budget was made by Commissioner Wagner and seconded by Commissioner DeTomaso. Voice vote passed with all ayes.

Motion carried.

Item to discuss the commission budget added to the agenda.

4. Public Comments on Agenda Items.

Bonnie Gibellina of 1022 North Princeton Avenue spoke regarding Item No. 900. Ms. Gibellina voiced concerns about parking on the street in front of her house, including vehicles parking on and causing damage to her front lawn, and vehicles parking on and obstructing the drainage ditch that conveys stormwater away from her home.

Rosa Botello of 1036 North Princeton Avenue provided comments regarding Item No. 900 via email. Ex-Officio Mantels read the email into the record. A copy of the email is also attached to these minutes.

5. Public Comments on Non-Agenda Items.

Ray Tanner spoke regarding a traffic crash at the intersection of West Elm Street and North Princeton Avenue in which he stated a minor riding a bicycle was hit by a motor vehicle and dragged a substantial distance, after which the motor vehicle fled the scene. Mr. Tanner requested that the intersections of Elm and Princeton and Division and Princeton be changed to have stop signs on all corners.

6. Presentations.

6a. Report of the Bike, Pedestrian, and Transit Subcommittee.

Commissioner Wagner gave a report of the Bike, Pedestrian, and Transit Subcommittee. Topics included the setting and refining of goals, budgeting recommendations, parking mandates, the presentation made by KLOA to the Village Board, bicycle parking, the Tri-Trail Connector, and community outreach.

7. Approval of Minutes.

7a. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on June 4, 2024.

Motion to approve the minutes of the Traffic and Safety Commission meeting held on June 4, 2024, was made by Commissioner DeTomaso and seconded by Commissioner C. Timmerman. Voice vote passed with all ayes.

Motion carried.

Minutes approved.

7b. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on July 2, 2024.

Motion to approve the minutes of the Traffic and Safety Commission meeting held on July 2, 2024, was made by Commissioner Wagner and seconded by Commissioner DeTomaso. Voice vote passed with all ayes.

Motion carried.

Minutes approved.

8. Old Business.

8a. Item No. 898 – “Drive Like Your Kids Live Here” signs

Commissioners discussed that the signs had been received, and mentioned efforts to distribute them at recent events. Chairperson Pienkos asked commissioners if they would like to leave the item on the agenda or close it.

Motion to close Item No. 898 made by Commissioner DeTomaso and seconded by Commissioner Flaskamp. Voice vote passed with all ayes.

Motion carried.

Item closed.

8b. Item No. 900 – Parking restrictions on Princeton south of Belden

Commissioners discussed that the parking issues seemed to be limited primarily to soccer events in the park and that when they visited the park outside of those events, street parking did not appear to be an issue. Commissioners asked if they could get a copy of the fall soccer schedule so they could visit during the events. Ex-Officio Mantels responded that he would request a schedule. Commissioners generally agreed that they would defer any formal action or decisions on the item until they were able to observe the issues during the soccer events in question.

Item pending.

9. New Business.

None.

New item(s).

Commissioners discussed the continuing topic of a request from a resident of Brandywine that parking being permitted overnight on South Michigan Avenue south of Roosevelt Road, and noted that it had been added as a new agenda item at the prior commission meeting but did not appear on the agenda for this meeting. Ex-Officio Mantels noted that he had overlooked that the topic was added as an agenda item, and that he had also missed putting it on the agenda for this meeting. Commissioners asked that it be added to the agenda for the next commission meeting. Ex-Officio Mantels responded that he would do so.

Commissioners discussed the public comments made by Ray Tanner regarding a crash between a motor vehicle and a cyclist at Elm and Princeton, and a request for stop signs at all corners of the intersections of Elm and Princeton and also Division and Princeton. Commissioners asked if they could be provided with a copy of the crash report for the incident in question. Ex-Officio Mantels responded that he would send a copy of the report out to the commission. Commissioners generally agreed that a new agenda item should be created, and questioned whether both intersections should be added. It was suggested that both intersections be added, but that each of the two should be added as their own separate agenda items and be evaluated independently from one another.

Motion to add new Item No. 902, Stop Signs at Elm and Princeton, made by Commissioner Wagner and seconded by Commissioner Flaskamp. Voice vote passed with all ayes.

Motion carried.

New Item No. 902 Stop Signs at Elm and Princeton created.

Commissioners returned to the topic of the request for additional stop signs at Division and Princeton.

Motion to add new Item No. 903, Stop Signs at Division and Princeton, made by Commissioner DeTomaso and seconded by Commissioner Wagner. Voice vote passed with all ayes.

Motion carried.

New Item No. 903 Stop Signs at Division and Princeton created.

Commissioners discussed the commission budget which had been added as an item on the meeting agenda by amendment. Commissioners noted that the commission's request for the CY 2025 budget would be due at the end of September. Commissioners generally agreed that it would be beneficial to add the budget and the budget request as an agenda item at the September commission meeting so that formal action could be taken with regard to the budget request.

Motion to add new Item No. 904, Traffic and Safety Commission CY 2025 Budget, made by Commissioner C. Timmerman and seconded by Commissioner K. Timmerman. Voice vote passed with all ayes.

Motion carried.

New Item No. 904, Traffic and Safety Commission CY 2025 Budget, created.

10. Commissioner Comments.

Commissioner Flaskamp had no report or recommendations.

Commissioner C. Timmerman had no report or recommendations.

Commissioner K. Timmerman had no report or recommendations.

Commissioner Cuthbertson had no report or recommendations.

Commissioner Wagner noted that at the prior commission meeting, Commissioner Little had raised the topic of the safety of pedestrians and cyclists crossing the intersection of Saint Charles Road and Ardmore Avenue. Ex-Officio Mantels responded that limited changes to the intersection could be implemented without first undertaking further evaluation and traffic studies, and that because the intersection would already be subject to such evaluation as a part of the upcoming Ardmore Avenue Projects, staff was of the opinion that it was not desirable to undertake separate efforts sooner and then again with the upcoming projects, and pay for them twice. Ex-Officio Mantels noted that staff was proposing two interim measures that could be completed without any further evaluation or formal board action, including re-striping of the crosswalks in the intersection with new, high-visibility markings; and the posting of signs reminding motorists that state law requires stopping for crosswalk users. Commissioners discussed that they would like to continue to discuss the topic at future meetings and that it should be added as a new agenda item.

Motion to add new Item No. 905, Pedestrian Signage and High-Visibility Crosswalks at St Charles and Ardmore, was made by Commissioner Wagner and seconded by Commissioner DeTomaso. Voice vote passed with all ayes.

Motion carried.

New Item No. 905, Pedestrian Signage and High-Visibility Crosswalks at St Charles and Ardmore created.

Commissioner Wagner also mentioned the speed management study recently released by the Chicago Metropolitan Agency for Planning (CMAP). Commissioner Wagner suggested distributing the study to commissioners, and also reaching out to CMAP to see if they would be available to make a presentation at a future commission meeting.

Commissioner Wagner lastly mentioned that he had received concerns from a resident who lived north of North Avenue regarding the safety of pedestrians and cyclists crossing North Avenue at Ardmore Avenue.

Commissioner DeTomaso had no report or recommendations.

11. Chairperson Comments.

Chairperson Pienkos had no report or recommendations.

12. Village Board Liaison Comments.

None.

13. Village Staff Comments.

Ex-Officio Mantels mentioned that: commissioners should have received an email with a copy of the CMAP speed management report and asked that anyone who would like a paper copy let him know; the Traffic and Safety Commission email address of trafficandsafety@invillapark.com had been added to the village website; and Ex-Officio Mantels would not be in attendance at the September commission meeting.

14. Adjournment.

Motion to adjourn was made by Commissioner K. Timmerman and seconded by Commissioner Flaskamp. Voice vote passed with all ayes.

Motion carried.

Meeting adjourned at 9:50 p.m.

Respectfully submitted,

Kevin L. Mantels
Assistant Village Engineer

Next Meeting is scheduled for September 3, 2024.

DRAFT

#1

Village of Villa Park

Traffic and Safety Commission



Request to Speak

Public participation is invited prior to the commission's deliberation. If you would like to speak, please fill out your name below, indicate which item you wish to speak about, and return this form to the commission chairman. Please make your comments when called upon. Kindly limit your remarks to three (3) minutes.

Name: Bonnie Gibellino

Meeting Date: 8/6/24

I wish to speak regarding an agenda item.

Agenda Item No.: 900

I wish to speak regarding a non-agenda item.

Filling out the below information is optional, but providing it may allow Village staff or commission members to follow up with you regarding your comments.

Address: 1022 N. Princeton, Villa Park, IL

Phone: [Redacted]
Email: [Redacted]

From: Rosa Botello

Sent: Monday, August 5, 2024 06:02 PM

To: Traffic and Safety Commission <trafficandsafety@invillapark.com>

Cc: Mantels, Kevin <kmantels@invillapark.com>

Subject: Traffic and Safety Commission Meeting - Item No. 900 Parking Restrictions on Princeton Avenue and Belden - Homeowner Comments

Hello,

My name is Rosa Botello, homeowner of 1036 N Princeton Avenue. We are unable to attend the meeting, but wanted to share our comments. We're also concerned with the number of cars parked in our neighborhood - specifically during Villa Park Soccer League Season.

Agree With:

- Adding "No Street Parking" signs (on park side, not residential side)
- Restricting parking and limiting to ONLY Twin Lakes parking spaces

Do NOT Agree with:

- Adding more parking spaces
 - There is a parking lot on the southeast side of the park (on Ardmore Ave)
 - Do not want to impact the local ecological system (No tree removal, vegetation removal, etc)
 - This also negatively impacts the appeal and value of our neighborhood

Recommend:

- Including a notice to parents when registering children for Village Programming (aka Soccer League) to be respectful of residential parking restrictions
- Sending a reminder to homeowners/residents that restriction applies to front easement as well.
 - Latest Renters at 1040 N Princeton parked on both sides of the street, including overnight parking
- Parking Enforcement should monitor this during high traffic/parking problem times (Ex: Kid's Soccer League - Late April through Early June)

Looking forward to hearing what actions the commission will take!

Thanks,

Rosa Botello

Village of Villa Park

Traffic and Safety Commission



#1

Request to Speak

Public participation is invited prior to the commission's deliberation. If you would like to speak, please fill out your name below, indicate which item you wish to speak about, and return this form to the commission chairman. Please make your comments when called upon. Kindly limit your remarks to three (3) minutes.

Name:

Ray Turner

Meeting Date:

8-6-29

I wish to speak regarding an agenda item.

Agenda Item No.:

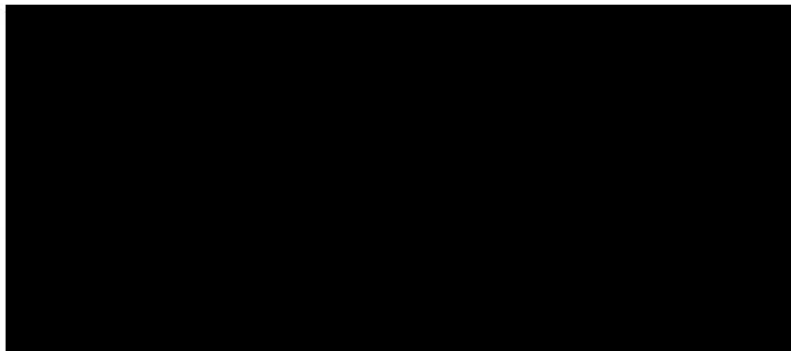
I wish to speak regarding a non-agenda item.

Filling out the below information is optional, but providing it may allow Village staff or commission members to follow up with you regarding your comments.

Address:

Phone:

Email:



Support:

- 07 Chapter 4J contains information on pedestrian hybrid beacons.
- 08 Chapter 4L contains information on rectangular rapid flashing beacons.
- 09 Section 4S.03 contains information regarding Warning Beacons to provide active warning of a pedestrian's presence.
- 10 Section 4U.02 contains information regarding In-Roadway Warning Lights at crosswalks.
- 11 Chapter 7C contains information on school crosswalks.
- 12 Chapter 7D contains information regarding school crossing supervision.
- 13 Section 9E.13 contains information on crosswalk markings for shared-use path crossings.

Section 3C.03 Design of Crosswalk Markings

Support:

- 01 Section 3B.19 contains information regarding placement of stop line markings and yield line markings near crosswalk markings.
- 02 Crosswalk markings are classified as either transverse line or high-visibility. Transverse crosswalk markings consist of two transverse lines. High-visibility markings consist of longitudinal lines parallel to traffic flow with or without transverse lines. Figure 3C-1 presents crosswalk marking designs.

Standard:

- 03 **Crosswalk markings shall be white. When used, transverse lines shall not be less than 6 inches or greater than 24 inches in width.**

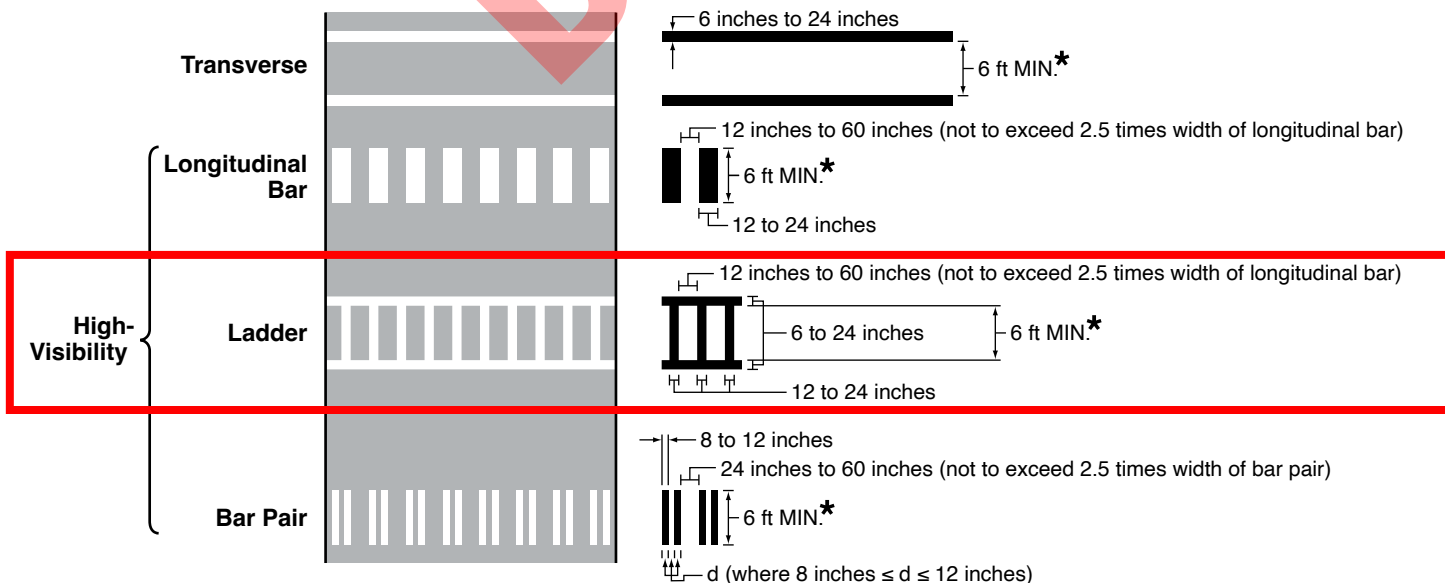
Support:

- 04 The allowable upper limit approaching 24 inches for the width of the transverse lines is normally applied where no stop or yield line is used in advance of the crosswalk or when approach speeds exceed 35 miles per hour.

Standard:

- 05 **Except as provided in Paragraph 6 of this Section, the minimum width of a marked crosswalk shall be 6 feet.**
- 06 **At a non-intersection crosswalk where the posted speed limit is 40 mph or greater, the minimum width of the crosswalk shall be 8 feet.**

Figure 3C-1. Crosswalk Markings



* Minimum crosswalk width shall be 8 feet where the posted speed limit is 40 mph or greater at a non-intersection crosswalk.



R10-15a





MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Consider approval of pending minutes from the Traffic and Safety Commission meeting held on September 3, 2024

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

VILLAGE OF VILLA PARK

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

Traffic and Safety Commission

September 3, 2024

8:00 PM

Chairperson J. Pienkos

Commissioners Jack Cuthbertson, Joey DeTomaso, Vicki Flaskamp, Tricia Little, 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 SEPTEMBER 3, 2024

1. Call to Order.

Commissioner Wagner called the meeting to order at 8:01 p.m.

2. Roll Call.

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

Staff Present: Jesus Landa, Police Sergeant.

Board Present: None.

Others Present: None.

A motion was made by Commissioner Little and seconded by Commissioner Cuthbertson to appoint Commissioner Wagner as Chairperson Pro-Tempore. The motion carried with 5 ayes and 0 nays. Commissioner McMurray volunteered to take the minutes for this meeting, to which there was no objection.

3. Amendments to the Agenda.

Commissioner DeTomaso made a motion to table the approval of the August minutes. Commissioner Cuthbertson seconded. There was no discussion, and the motion carried with 5 ayes and 0 nays.

4. Public Comments on Agenda Items.

None.

5. Public Comments on Non-Agenda Items.

Laurel Schiller of 50 S. Charles Avenue, discussed the parking on Wildwood from Cornell to Villa. She had concerns regarding the overgrown shrubbery on the south side of Wildwood making it very difficult to exit vehicles. She inquired about moving parking back to just the North side of Wildwood or trimming all the shrubbery. The Commission engaged in minimal discussion and will request some additional information from staff at the next meeting.

6. Presentations.

6a. Report of the Bike, Pedestrian, and Transit Subcommittee.

Chairman Pro Tempore Wagner gave the commission an update on the Bike, Pedestrian, and Transit Subcommittee, informing the commission that PACE will be at the Autumn Jubilee on October 12, 2024, and that there will be a bike valet program at Brewfest on October 5, 2024. There was no subsequent discussion by the Commission.

7. Approval of Minutes.

7a. Consider approval of pending minutes from the Traffic and Safety Commission meeting held on August 6, 2024.

This has been tabled.

8. Old Business.

8a. Item No. 900 – Parking restrictions on Princeton south of Belden.

Chairman Pro Tempore Wagner informed the commission that the soccer schedule was released and shared about the email from a resident included in the packet. Discussion ensued. It was moved by Commissioner DeTomaso and seconded by Commissioner Flaskamp to table this item until the next meeting. There was no further discussion, and the motion carried with 6 ayes and 0 nays.

9. New Business.

9a. Item No. 901 – Parking on South Michigan south of Roosevelt.

Chairman Pro Tempore Wagner informed the commission that he attempted to contact the Brandywine Association because this item came to us from a Brandywine resident. Chairman Pro Tempore Wagner stated that he received no response from the Association but did find their parking rules online. Commissioner DeTomaso stated he called the Param Apartments and shared their parking rules. Discussion ensued. The Commission expressed concerns about setting a precedent regarding involvement with parking that was under the purview of a private HOA, and not the Village. A motion was made by Commissioner DeTomaso and seconded by Commissioner Cuthbertson to close this item. Upon no further discussion, the motion carried with 6 ayes and 0 nays.

9b. Item No. 902 – Stop Signs at Elm and Princeton.

Commissioner DeTomaso suggested that the Commission consider item #902 and #903 in conjunction as he felt that they were related. The Commission asked Ex-Officio Sgt. Landa questions regarding the June 3, 2024, that occurred at the intersection of Elm and Princeton. Discussion ensued. During discussion, Commissioner McMurray suggested that the Commission not just consider this particular intersection, but instead look at all the Elm and College Street intersections between Addison and Ardmore as the concerns are not unique to just Elm and Princeton. Commissioner Wagner reiterated that once a cyclist is on the road, they are a vehicle and must obey all rules of the road. Ex-Officio Landa suggested to the Commission that the Police Department could place the speed radar tracking on Elm to get a better understanding of the speeding concerns. A motion was made by Commissioner DeTomaso and seconded by Commissioner Flaskamp to table both items #902 and #903. Further discussion ensued. Upon conclusion of discussion, Commissioner DeTomaso amended his motion so that items #902 and #903 would be addressed separately in the record. The amended motion was seconded by Commissioner Flaskamp and accepted with 6 ayes and no ayes. A new motion was made by Commissioner DeTomaso and seconded by Commissioner Flaskamp to table #902, and the motion carried with 6 ayes and 0 nays.

9c. Item No. 903 – Stop Signs at Division and Princeton.

Upon conclusion of discussion in tandem with item #902, A motion was made by Commissioner DeTomaso and seconded by Commissioner Flaskamp to table #903, and the motion carried with 6 ayes and 0 nays.

9d. Item No. 904 – Traffic and Safety Commission CY 2025 Budget.

Chairman Pro Tempore Wagner stated that the Commission needed to prepare a budget for the upcoming fiscal year. Commissioner DeTomaso inquired about the budgets of other Commissions and what was the average, or market, budget for the commissions. Discussion ensued. Commissioner DeTomaso stated that whatever amount the Commission requests, there should be data to support that amount. Further discussion ensued. A motion was made by Commissioner DeTomaso and seconded by Commissioner Flaskamp to submit a budget requisition of \$2,500 for the next fiscal year. Upon no further discussion, the motion carried with 6 ayes and 0 nays.

9e. Item No. 905 – Pedestrian Signage and High-Visibility Crosswalks at St Charles and Ardmore.

Chairman Pro Tempore Wagner stated that the signage presented to the Commission at the last meeting was not yet posted on St. Charles Road and Ardmore. Chairman Pro Tempore Wagner also reiterated for the record that the Village received STP funds for this type of signage and striping. Discussion ensued. During discussion, Commissioner DeTomaso inquired about utilizing “No Turn On Red When Pedestrian Present” signage and whether that violators could be issued tickets. Commissioner McMurray stated that enforcement may require an ordinance change and could lengthen timelines. Further discussion ensued. Upon the conclusion of discussion, a motion was made by Commissioner DeTomaso and seconded by Commissioner Cuthbertson. The motion was carried with 6 ayes and 0 nays.

9f. Consider amending the time of the Traffic and Safety Commission meeting scheduled for October 1, 2024.

A motion was made by Commissioner Little and seconded by Commissioner DeTomaso to adjust the start time of the regularly scheduled of the Commission to be held on Tuesday, October 1 to start at 07:30 P.M. to accommodate a presentation. There was no discussion and the motion carried with 6 ayes and 0 nays.

New item(s).

None.

10. Commissioner Comments.

- a. Commissioner DeTomaso had no comment.
- b. Commissioner Flaskamp asked about the construction near 27 W. Park Boulevard and inquired about how residents could get an update on certain commercial construction projects around Villa Park.
- c. Commissioner Cuthbertson stated that some residents approached him about panhandling around Villa Park and expressed their concerns.
- d. Commissioner Little had no comment.
- e. Commissioner McMurray brought up that some years ago, the Commission had a very small section on the agenda where major road construction projects we listed, and the commission were provided update and asked whether that could be brought back.

11. Chairperson Comments.

Chairman Pro Tempore Wagner discussed the “Drive Like Your Kids ...” signs and that there were only 150 remaining and still available for pick-up at the police department Monday to Friday between 07:00 A.M. and 07:00 P.M. Additionally, Chairman Pro Tempore Wagner brought up the new E-Bike laws.

12. Village Board Liaison Comments.

None.

13. Village Staff Comments.

Ex-Officio Sgt. Landa had no comment.

14. Adjournment.

A motion to adjourn was made by Commissioner Flaskamp and seconded by Commissioner DeTomaso and was carried with 6 ayes and 0 nays. The Commission adjourned the meeting at 09:08 P.M.

Respectfully submitted,

Kevin L. Mantels
Assistant Village Engineer

Next Meeting is scheduled for October 1, 2024.

DRAFT



MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Item No. 900 - Parking restrictions on Princeton south of Belden

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

From: Mantels, Kevin
Sent: Friday, August 30, 2024 11:39 AM
To: Mantels, Kevin <kmantels@invillapark.com>
Cc: J Pienkos <jpienkos@plote.com>; Guerra, Michael <mguerra@invillapark.com>
Subject: Traffic and Safety Commission - Item No. 900 - Parking Restrictions on Princeton south of Belden
Importance: High

Village of Villa Park Traffic and Safety Commissioners are bcc'd on this email.

Good morning Traffic and Safety Commissioners,

In reference to the subject agenda item, commissioners had requested the schedule for fall soccer games at Twin Lakes Park. Those games are expected to take place on Saturdays from September 7 through October 26, and from the hours of 8:00 am to 2:00 pm. This information will also be included in the agenda packet for the 09/03/2024 meeting, which should be posted sometime this afternoon.

Thanks,

Kevin L. Mantels, P.E.
Assistant Village Engineer

Village of Villa Park
Public Works Department
Engineering Division
P 630.834.8505 | F 630.834.8509
kmantels@invillapark.com





Village of Villa Park

20 South Ardmore Avenue, Villa Park, Illinois 60181

DEPARTMENT OF PUBLIC WORKS
MICHAEL M. GUERRA, P.E. • Director of Public Works

Phone (630) 834-8505
Fax (630) 834-8509

July 26, 2024

RE: Potential New Parking Restrictions on Princeton Avenue South of Belden to be Discussed at Next Villa Park Traffic and Safety Commission Meeting

Dear Resident:

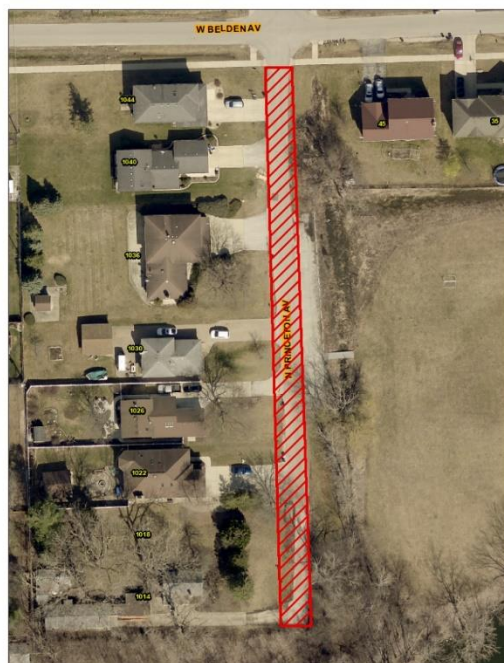
The next regularly scheduled meeting of the Village of Villa Park's Traffic and Safety Commission is expected to include discussion on an agenda item pertaining to the potential enactment of new parking restrictions on North Princeton Avenue south of Belden Avenue.

The public is invited to attend the meeting and provide comments prior to the commission's discussion. **The commission's next meeting is scheduled for Tuesday, August 6, 2024, at 8:00 p.m. in the Village Board Room on the second floor of the Village of Villa Park Village Hall, located at 20 South Ardmore Avenue.**

Members of the public who would like to provide comments but are not able to attend the meeting may submit those comments by email to trafficandsafety@invillapark.com no later than Tuesday, August 6, at 4:00 p.m.

Please note that this discussion pertains only to "on-street" parking restrictions, and not to the marked perpendicular parking spaces adjacent to Twin Lakes Park. The marked parking spaces are not part of the discussion and will remain unaffected.

Additional information about the village's Traffic and Safety Commission may be found on the village website at <https://www.invillapark.com/273/>



From: Rosa Botello

Sent: Monday, August 5, 2024 06:02 PM

To: Traffic and Safety Commission <trafficandsafety@invillapark.com>

Cc: Mantels, Kevin <kmantels@invillapark.com>

Subject: Traffic and Safety Commission Meeting - Item No. 900 Parking Restrictions on Princeton Avenue and Belden - Homeowner Comments

Hello,

My name is Rosa Botello, homeowner of 1036 N Princeton Avenue. We are unable to attend the meeting, but wanted to share our comments. We're also concerned with the number of cars parked in our neighborhood - specifically during Villa Park Soccer League Season.

Agree With:

- Adding "No Street Parking" signs (on park side, not residential side)
- Restricting parking and limiting to ONLY Twin Lakes parking spaces

Do NOT Agree with:

- Adding more parking spaces
 - There is a parking lot on the southeast side of the park (on Ardmore Ave)
 - Do not want to impact the local ecological system (No tree removal, vegetation removal, etc)
 - This also negatively impacts the appeal and value of our neighborhood

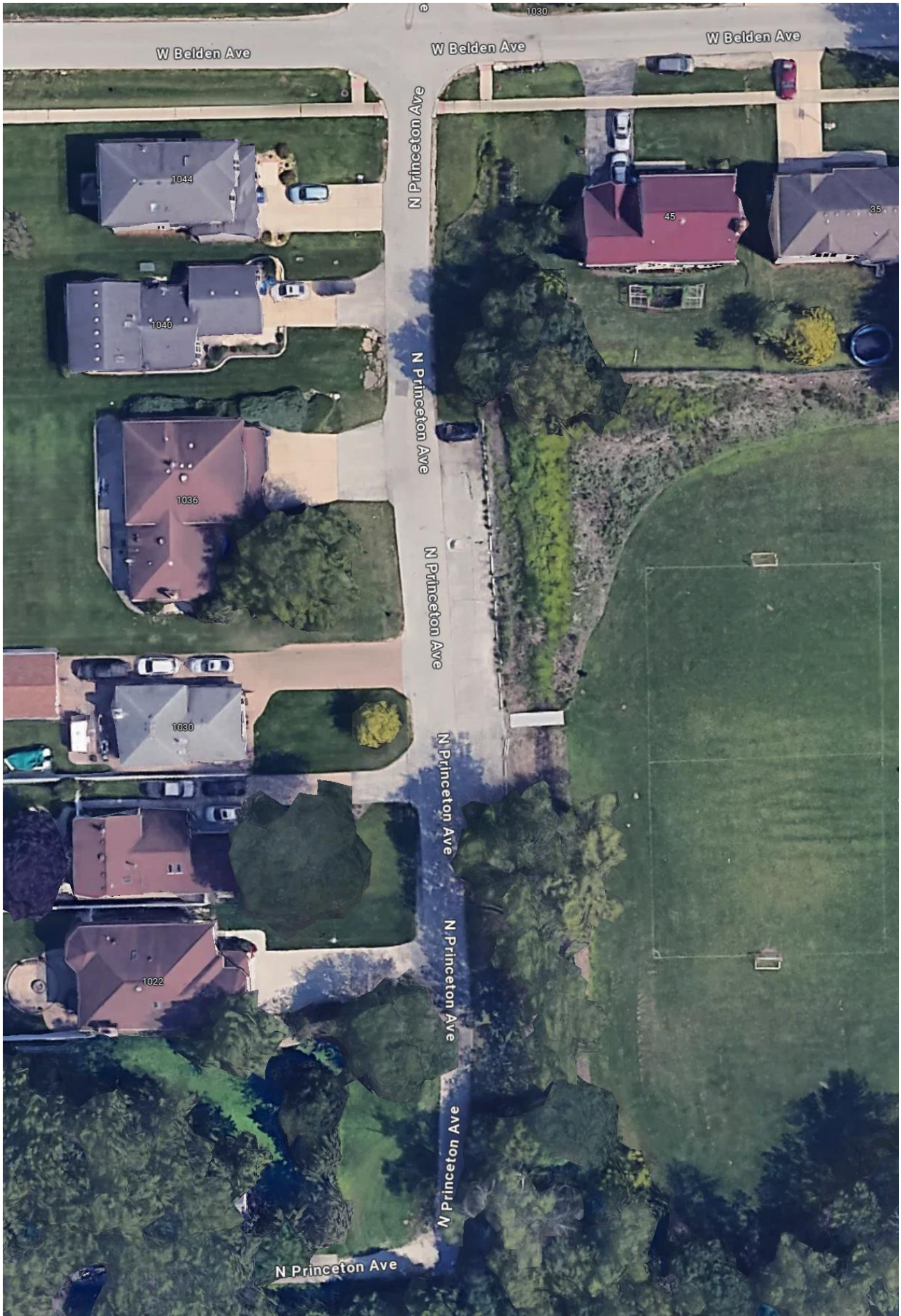
Recommend:

- Including a notice to parents when registering children for Village Programming (aka Soccer League) to be respectful of residential parking restrictions
- Sending a reminder to homeowners/residents that restriction applies to front easement as well.
 - Latest Renters at 1040 N Princeton parked on both sides of the street, including overnight parking
- Parking Enforcement should monitor this during high traffic/parking problem times (Ex: Kid's Soccer League - Late April through Early June)

Looking forward to hearing what actions the commission will take!

Thanks,

Rosa Botello





Sec. 14-207. No parking zones.

(a) Except as hereinafter provided, no person shall park a vehicle on either side of the street on any street less than nineteen (19) feet in width as measured in a straight line, perpendicular to the curb, from the pavement side on one (1) curb to one (1) pavement side of the opposite curb.

(1) Parking is allowed on both sides of Grant Avenue from Washington Street south to the dead end terminus of Grant Avenue.

(b) No person shall park a vehicle on one (1) side of the street on any street less than twenty-nine (29) feet but at least nineteen (19) feet wide, measured as in paragraph (a) above. The no parking side is to be designated as the fire hydrant side. If no clearly defined fire hydrant side exists, the traffic and safety commission will recommend the no parking side; however, parking is allowed on both sides of the street on streets twenty-nine (29) feet and over in width, as measured in paragraph (a) above.



MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Item No. 902 - Stop Signs at Elm and Princeton

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

ILLINOIS TRAFFIC CRASH REPORT

Sheet 1 of 1 Sheets



IY003



X003442233

DRAC 9 11 2 4 1 4 1 1 1 1 1 1 2 1 1

INVESTIGATING AGENCY: Villa Park PD. DAMAGE TO ANY ONE PERSON'S VEHICLE / PROPERTY: \$501 - \$1,500. TYPE OF REPORT: ON SCENE. INTERSECTION RELATED: Y. DATE OF CRASH: 6/3/2024. TIME: 7:06. ADDRESS NO.: W ELM ST. HIGHWAY OR STREET NAME: N PRINCETON AVE. COUNTY: DU PAGE.

UNIT 1

DRIVER: [REDACTED]. DATE OF BIRTH: [REDACTED]. MAKE: TOYOTA. MODEL: VENZA. YEAR: 2013. SEX: M. SAFT: 9. AIR: 4. CITY: [REDACTED]. STATE: [REDACTED]. ZIP: [REDACTED]. INJ: O. EJECT: 1. EPTH: 0. PLATE NO.: [REDACTED]. STATE: IL. YEAR: 2024. INSURANCE CO.: State Farm. POLICY NO.: [REDACTED].

UNIT 2

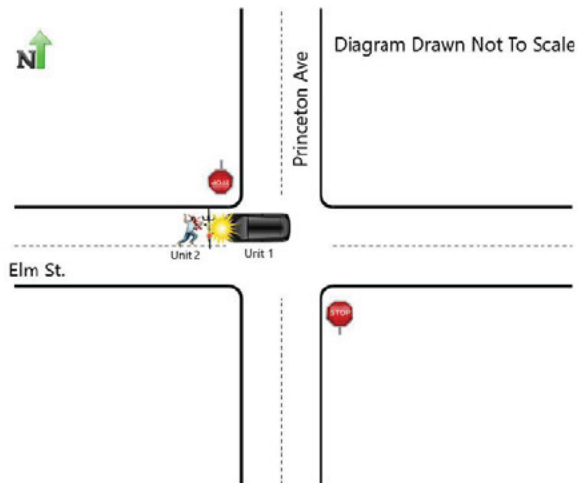
DRIVER: [REDACTED]. DATE OF BIRTH: [REDACTED]. MAKE: [REDACTED]. MODEL: [REDACTED]. YEAR: [REDACTED]. SEX: M. SAFT: 19. AIR: 3. CITY: [REDACTED]. STATE: [REDACTED]. ZIP: [REDACTED]. INJ: B. EJECT: 1. EPTH: 0. PLATE NO.: [REDACTED]. STATE: [REDACTED]. YEAR: [REDACTED]. INSURANCE CO.: [REDACTED]. POLICY NO.: [REDACTED].

Table with columns: (UNIT), (SEAT), (DOB), (SEX), (SAFT), (AIR), (INJ), (EJECT), (EPTH), PASSENGERS & WITNESSES ONLY, (NAME) / (ADDR) / (TEL), (HOSP), (EMS). Rows 1-13.

DAMAGED PROPERTY OWNER NAME: [REDACTED]. DAMAGED PROPERTY: [REDACTED]. POLICE NOTIFIED: 6/3/2024. TIME: 7:07. EMS NOTIFIED: [REDACTED]. TIME: [REDACTED]. ROAD CLEARANCE: 6/3/2024. TIME: 8:10. CITATIONS ISSUED: [REDACTED]. SECTION: 5/11-401(B). CITATION NO.: OW202400005828. SIGNATURE: Nathan St.Clair. BEAT / DIST.: [REDACTED]. SUPERVISOR ID: Jim Krupiczowicz, 355. COURT DATE: [REDACTED]. TIME: [REDACTED].

X003442233

A **Diagram** and **Narrative** are required on all **Type B** crashes, even if units have been moved prior to the officer's arrival.



NARRATIVE (refer to vehicle by unit #)

Unit 1 was travelling W/B on Elm St. approaching Princeton Ave. Unit 2 was riding his bicycle N/B on Princeton Ave. and began crossing Elm St. at which time Unit 1 struck him before leaving the scene. Unit 2 was not wearing a bicycle helmet. See police report VPPC2401017 for further.

LARGE TRUCK, BUS, OR HM VEHICLE

IF MORE THAN ONE CMV IS INVOLVED, USE SR 1050A ADDITIONAL UNITS FORMS.

A CMV is defined as any motor vehicle used to transport passengers or property and:

1. Has a weight rating of more than 10,000 pounds (example: truck or truck/trailer combination); or
2. Is used or designed to transport more than 15 passengers including the driver (example: shuttle or charter bus); or
3. Is designed to carry 15 or fewer passengers and operated by a contract carrier transporting employees in the course of their employment (example: employee transporter - usually a van type vehicle or passenger car); or
4. Is used or designed to transport between 9 and 15 passengers, including the driver, for direct compensation (example: large van used for specific purpose); or
5. Is any vehicle used to transport any hazardous material (HAZMAT) that requires placarding (example: placards will be displayed on the vehicle).

UNIT _____

CARRIER NAME _____

ADDRESS _____

CITY/STATE/ZIP _____

MOTOR CARR. ID Interstate Intrastate
 Not In Comm./Govt. Not In Comm./Other

USDOT NO. _____ ILLCC NO. _____

Source of above
 Side of Truck Papers Driver Log Book
 GVWR/GCWR
 <10,000 10,000 - 26,000 >26,000

Were HAZMAT placards on vehicle? Yes No
 If yes, name on placard _____
 4 digit UN NO. _____ 1 digit Hazard Class NO. _____

Did HAZMAT Spill from vehicle (do NOT consider FUEL from vehicle's own tank)? Yes No Unknown

Did HAZMAT Regulations violation contribute to the crash? Yes No Unknown

Did Motor Carrier Safety Regulations (MCS) violation contribute to the crash? Yes No Unknown

Was a Driver/Vehicle Examination Report form completed?
 HAZMAT Yes No Unknown Out of Service Yes No
 MCS Yes No Unknown Out of Service Yes No
 Form Number _____

IDOT PERMIT NO. _____ WIDELOAD? Y N
 TRAILER VIN 1 _____
 TRAILER VIN 2 _____

TRAILER WIDTH(S) 0 - 96" 97 - 102" > 102"
 TRAILER 1
 TRAILER 2
 TRAILER LENGTH(S) 1 _____ft 2 _____ft
 TOTAL VEHICLE LENGTH _____ft NO. OF AXLES _____

SELECT CODES FROM BACK OF CRASH BOOKLET
 VEHICLE CONFIG. _____ CARGO BODY TYPE _____ LOAD TYPE _____

LOCAL USE ONLY

N 41.8924
W -87.9806

U1 Race: **H**

U2 Race: **W**

U1 COLOR Black	U2 COLOR Blue	U1 Drug 1 000	U1 Drug 2	U2 Drug 1 000	U2 Drug 2
U1 TOWED DUE TO <input type="checkbox"/> DISABLING DAMAGE <input type="checkbox"/> NOT DISABLING DAMAGE	DAMAGE EXTENT:	U1 TOWED BY / TO:			
U2 TOWED DUE TO <input type="checkbox"/> DISABLING DAMAGE <input type="checkbox"/> NOT DISABLING DAMAGE	DAMAGE EXTENT:	U2 TOWED BY / TO:			



MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Item No. 903 - Stop Signs at Division and Princeton

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:



MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Item No. 904 - Traffic and Safety Commission CY 2025 Budget

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:

Memo



To: Commission Chairs and Staff Liaisons
From: Matt Harline, Village Manager
Cc: Julie Settles, Finance Supervisor
Date: August 21, 2024
Re: Guidance for 2025 Annual Budget preparation

In an effort to get a good start on the creation of the 2025 budget, we are starting the process now. This memo provides guidance, timelines, and deadlines for submitting and reviewing information for preparation of the 2025 Annual Budget for the Village of Villa Park. This budget covers the period January 1, 2025 to December 31, 2025. A copy of the current budget calendar is also attached with this memo in the same email. This memo should be shared with your commission members. Your budget request needs to be adopted by a motion and vote in a public meeting of the Commission. The critical deadline to remember is:

- **Submission of Commission Budget Worksheets are due by Friday, September 27, 2024, at 1:00 p.m.**

Budget Process

As per Resolution #24034 The Board of Trustees have approved the following guidance for Commissions. “Commission budgets are approved by the Board through the annual budget adoption process. The Village Manager (or his/her designee) is responsible for making any expenditures necessary to implement programs in a Commission’s budget within parameters adopted by the Board and Village Manager. The Village Manager shall implement proper accounting and reimbursement procedures as necessary. The Village Manager has the authority to approve expenditures up to 50% above the total funds budgeted for any Commission, not to exceed \$2,000 total increase without Board approval.”

The staff liaison, and the Department Head of the staff liaison should be involved in this budget process to provide guidance and assistance. **The budget request and other text information is due Friday, September 27, 2024, at 1:00 p.m.** Please email the submission to the Village Manager, Matt Harline at mharline@invillapark.com and copy the Finance Supervisor, Julie Settles at jsettles@invillapark.com.

Instructions

To provide clarity we have provided column-by-column instructions. Please submit the official request for your Commission by submitting the spreadsheet attached to this email with this memo. If you have additional narrative, please submit it in the same email with your spreadsheet either, in an attached letter or just in the body of the email. Please make the subject line of the email **2025 Budget Request of the _____ Commission**, filling in your Commission’s name in the blank. This will make the emails easier to find. If you want to make no changes, you can simply reply, “No Changes” in the body of your response to this email, after your Commission has met and voted on the unchanged budget.

GL Account: All of the requests for your Commission are one line item/account in the Village budget. This number is the same year to year.

Commission/Item Description: Please include a name for any subaccounts or sub-line items (e.g. printing and postage). If the amounts and descriptions do not match your request or what your Commission wanted to have approved for 2024, there is no need to correct them at this time. However, it may be useful to use these subaccounts/sub-line items in your budget request, especially if you are requesting a higher amount in 2025. You may add additional rows, if necessary, but make sure the totals are kept at the top.

2023 Actual: This is the amount that was charged to the line item (the entire Commission expenditures) in 2023.

2024 Budget: This is the amount that was approved in the 2024 Annual Budget.

2024 Year to Date (6 months): This is the amount of expenditures recorded as of June 30, 2024. If you aren't sure if all your expenses have cleared, please ask your staff liaison to get updated numbers.

2024 Projected Total: This is likely to be equal to your budget allocation for 2024. If you can provide an accurate projection that is different from that number, you may enter it in the column below the amount recorded.

2025 Budget: This is your Commission's 2025 Budget request. The top shaded box sums the columns below. Please don't type over that amount. Please enter the amounts in the boxes below and they will be summed at the top.

New major program initiatives

Any new programs/purchases or increases in existing programs/purchases that will require new expenditures of over \$500 should be described in a memo/email and sent in with your requests. If you have questions, please coordinate with your staff liaison.

**VILLAGE OF VILLA PARK
FY25 BUDGET CALENDAR**

DATE	ACTIVITY	Staff	Village Board	Budget	Tax Levy
6/10/2024	Lessons learned from 2024. Plan for 2025	x		x	
7/10/2024	Send out email/memo with Budget instructions	x		x	
8/9/2024	Preliminary CIP, staff requests, major program chgs due	x		x	
8/12/2024	Budget worksheets and budget preparation manual distributed to all department heads. Prelim. Revenues	x		x	
8/13/2024	Discuss budget preparation process at Village Manager's staff meeting.	x		x	
8/21/2024	Budget worksheets and budget preparation manual distributed to Boards and Commissions.	x		x	
8/30/2024	Revenues for 2023 and Revenue estimates for 24 & 25	x			
9/6/2024	Operating Budget worksheets due to Finance Department.	x		x	
9/27/2024	Commission Budgets, budget Narratives and CIP support due to Finance.	x		x	
09/16-09/27/24	Budget meetings with Department and Division heads to review draft copies of Budget and CIP.	x		x	
10/11/2024	Distribute recommended Budget and CIP to departments.	x		x	
10/16/2024	Draft budget in the packet	x	x	x	
10/21/2024	Budget 101 and Department presentations	x	x	x	
10/28/2024	Budget 101 and Department presentations followup	x	x	x	
11/13/2024	Estimating Resolution for 2021 Property Tax Levy adopted (at least 20 days before adoption)		x		x
11/27/2024	Recommended Budget published online, at Village Hall and Library	x	x	x	
Between 11/27-12/04/23	Budget Public Hearing (publish notice at least 7 days before hearing, make document available at least 7 days before hearing) [65/ILCS 5/8-2-9.9]			x	
11/27/2024	Budget Workshop - operations and capital	x	x	x	
11/27/2024	DSEB Bond Ordinance	x	x	x	
11/25/2024 BOARD MTG	Budget Public Hearing [65/ILCS 5/8-2-9.9]	x	x	x	
11/25/2024 BOARD MTG	First reading of Budget Approval and Tax Levy Ordinances	x	x	x	x
12/9/2024 BOARD MTG	Second reading of Budget and Tax Levy Approvals. Board adopts Budget and five-year Capital Improvement Program, and Tax Levy Ordinance	x	x	x	x
12/9/2024 BOARD MTG	Last reading of Budget and Tax Levy Approvals. Board adopts Budget and five-year Capital Improvement Program, and Tax Levy Ordinance (if necessary)				
12/20/2024	All staff complete text and other edits to final document	x		x	
12/30/2024	Finance makes final edits to final document, post electronic version and sends to printer. Departments order hardcopies	x		x	
1/13/2025	Budget document distributed to the Board and Department Heads	x		x	
4/21/2025	Debrief on 2025 Budget	x		x	

GL Account	Commission	2023 Actual	2024 Budget	2024 Year to Date (6 months)	2024 Projected Total	2025 Budget	
10.511.00.654	TRAFFIC & SAFETY COMMISSION	0	500	0	500	0	Sum of column G
	<i>Supplies</i>		0				



MEMORANDUM

TO: Traffic and Safety Commission
FROM: Kevin Mantels, Assistant Village Engineer
DATE: October 1, 2024
SUBJECT: Item No. 905 - Pedestrian Signage and High-Visibility Crosswalks at St Charles and Ardmore

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:



R10-15a



Support:

- 07 Chapter 4J contains information on pedestrian hybrid beacons.
- 08 Chapter 4L contains information on rectangular rapid flashing beacons.
- 09 Section 4S.03 contains information regarding Warning Beacons to provide active warning of a pedestrian's presence.
- 10 Section 4U.02 contains information regarding In-Roadway Warning Lights at crosswalks.
- 11 Chapter 7C contains information on school crosswalks.
- 12 Chapter 7D contains information regarding school crossing supervision.
- 13 Section 9E.13 contains information on crosswalk markings for shared-use path crossings.

Section 3C.03 Design of Crosswalk Markings

Support:

- 01 Section 3B.19 contains information regarding placement of stop line markings and yield line markings near crosswalk markings.
- 02 Crosswalk markings are classified as either transverse line or high-visibility. Transverse crosswalk markings consist of two transverse lines. High-visibility markings consist of longitudinal lines parallel to traffic flow with or without transverse lines. Figure 3C-1 presents crosswalk marking designs.

Standard:

- 03 **Crosswalk markings shall be white. When used, transverse lines shall not be less than 6 inches or greater than 24 inches in width.**

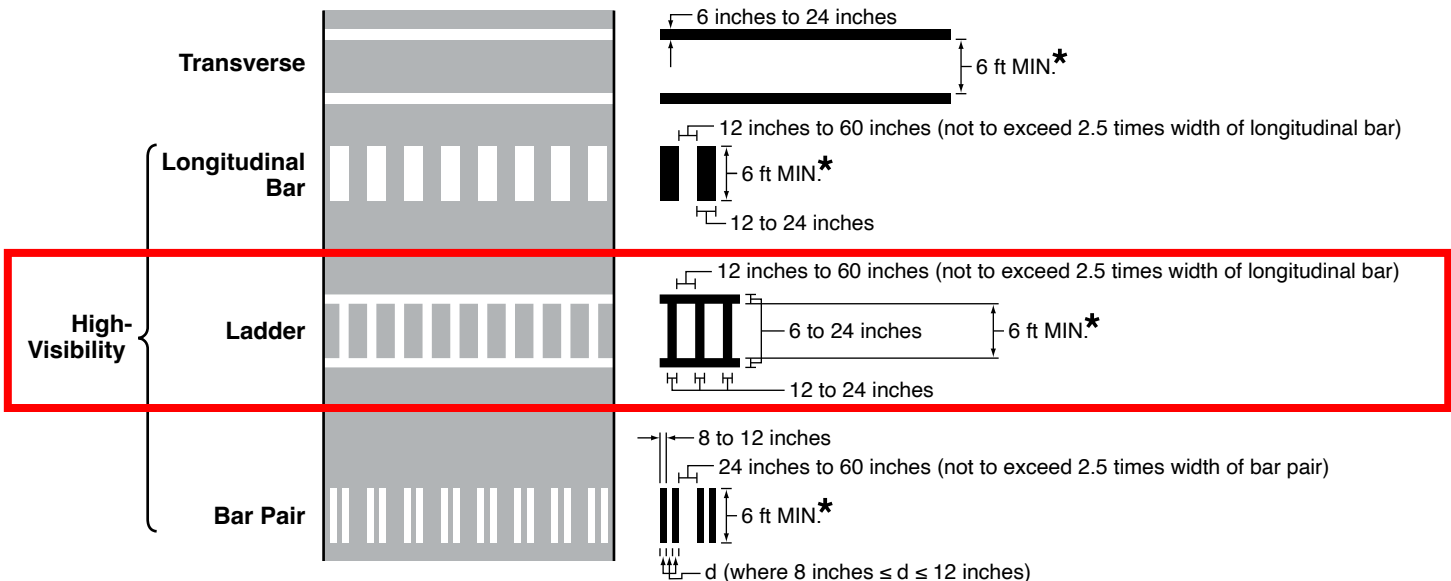
Support:

- 04 The allowable upper limit approaching 24 inches for the width of the transverse lines is normally applied where no stop or yield line is used in advance of the crosswalk or when approach speeds exceed 35 miles per hour.

Standard:

- 05 **Except as provided in Paragraph 6 of this Section, the minimum width of a marked crosswalk shall be 6 feet.**
- 06 **At a non-intersection crosswalk where the posted speed limit is 40 mph or greater, the minimum width of the crosswalk shall be 8 feet.**

Figure 3C-1. Crosswalk Markings



* Minimum crosswalk width shall be 8 feet where the posted speed limit is 40 mph or greater at a non-intersection crosswalk.



MEMORANDUM

TO: Traffic and Safety Commission
FROM:
DATE: October 1, 2024
SUBJECT: Item No. 906 - Crosswalk across Ardmore Avenue near Lufkin Park

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION: