

Item #10A:

Village Trustee O'Connor:

Report Of The Pathways Committee Meeting – November 1, 2018



Agenda
Pathway Committee Meeting
November 1, 2018 at 10:00 AM
Long Grove Village Hall

Committee Members:

Gail Petersdorff, Commissioner Long Grove Park District

Brian McCCasey, Resident Volunteer

Rita O'Connor, Village Trustee

Jim Hogue, Village Planner

1. 53 Path Pathway Proposal:
 - a. Grant #12-203906 –Extension Granted

2. Proposed Pathways Fund Raising Options :
 - a. License Plate Frame Sales - 2 styles
 - b. Spring 2019 – Downtown Contest ; decorate object/display downtown and auction off items.
 - c. Others ?

3. Safe Ways to Schools:
 - a. Route 83 west on RPC to OMH; grant request by Gewalt Hamilton.
 - b. Easement Acquisition from Landowners - North side of RPC

4. Upcoming Road Projects – Updates ???

5. Other items:
 - a. Membership & Future Meeting Dates

MEMORANDUM

To: David Lothspeich, Village Manager
Village of Long Grove

From: Geoffrey L. Perry, P.E.
Village Engineer

Cc: Trustee Rita O'Connor
Jim Hogue, Village Planner

Date: November 1, 2018

Re: Robert Parker Coffin Road Path – Illinois Route 83 to Archer Parking Lot
Safe Routes to School (SRTS) Grant Application Coordination

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For the planned pathway along Robert Parker Coffin Road, from Illinois Route 83 to the Archer Parking Lot, our office is preparing a Safe Routes to School (SRTS) Grant Application. As discussed earlier this week, there are a number of items on the application that require coordination with Kildeer Countryside School and/or the Village. The following are action items that we either request the Village complete or assist coordinate with the school to complete the grant application:

Action Items for the Village to Complete:

- GATA - Uniform Grant Application (Attachment #1)
 - GHA to complete; village signature required upon completion. *No action needed from Village at this time.*
- GATA - Uniform Grant Budget Template (Attachment #2)
 - Template needs to be forwarded to the Village Accountant for completion
- Programmatic Risk Assessment Questionnaire (Attachment #3)
 - Additional research needed by GHA to determine "applicable CFR or state citation." *No action needed from Village at this time.*
 - GHA in process of completing questionnaire. *Village assistance is likely needed.*
 - Village signature required upon completion. *No action needed from Village at this time.*
- Resolution of Financial Commitment and Administration and Letter of Support from Sponsoring Municipal Authority, i.e. Village of Long Grove. (Attachment #4)
 - Village needs to prepare for the requested resolution and letter of support for Village Board Approval.
- 2019 Infrastructure Grant Application
 - Village to confirm if any key stakeholders were interviewed for this project.
 - A public meeting for the project is encouraged, but not required. Village to advise if they desire to have a public input meeting
 - Village staff is reviewing a "walkability" or "bikeability" study has been conducted along this corridor and/or included in Zillow property listings
 - Village to confirm "Demonstration of Need"; GHA drafting language for approval
 - Village to confirm if there have been and child injuries or fatalities along project corridor. Lake County Sheriff should be able to assist with this item.
 - Village to identify "members" for this project. We recommend that President Jacob, Trustee O'Connor and Village Manager Lothspeich be listed.
- County Board, State Representative/Senator Letters of Support
 - If the Village has support of this project by a state representative or senator, this should be obtained in writing and included in the grant application. This is not required; however, it strengthens the project.
- R.O.W. & Easement Acquisition
 - Update from the Village needed. If the ROW and/or easements are secured before the application submittal deadline (4:30 PM CST Monday, November 19, 2018), this can be done at a

local level. If this work is done after the Grant Application is made, it needs to follow the federal process.

Action Items for the School to Complete (with coordination from Village):

- A Resolution of Financial Commitment and Administration or Letter of Support from school. (Attachment #4)
- 2019 Infrastructure Grant Application
 - School should advise if any parent involvement, e.g. surveys, interviews or public meetings, have been conducted for a pathway along this route
 - School should advise if they have conducted a “walkability” or “bikeability” study along this corridor
 - School District to provide a copy of the School Wellness Policy
 - School to confirm “Demonstration of Need”; GHA drafting language for approval
 - School to confirm if they are aware of any child injuries or fatalities along project corridor
 - School needs to provide the number of students that attend the school from this area, i.e. the Three Lake Subdivision and Fairfield Village Subdivision.
 - School to advise if there are any potential student walkers and bikers that will use this path.
 - Village to identify “members” for this project. We recommend that Assistant Superintendent for Business Jon Hitcho be listed.
 - School District (in possible partnership with the Village) needs to commit to complete conduct student counts and tallies and parent surveys within 6 months of completion of the project.