



MINUTES

SPECIAL MEETING OF THE BIKE TASK FORCE

**CITY HALL FIRST FLOOR CONFERENCE ROOM
505 BUTLER PLACE
PARK RIDGE, IL 60068**

THURSDAY, APRIL 6, 2017 AT 7:00PM

I. Roll Call

On roll call, the following indicated their presence: Melissa Hulting, Jim O'Donnell, Joe DeYoung, Claris Olsen, Adam Sciortino and Matthew Talbert. Also present was Senior Administrative Assistant Brigid Madden.

Alderman Roger Shubert, Eric Coker, Lauren Pahnke and Scott Scheuber were absent.

Chairman O'Donnell explained that the Task Force was assigned two action items following the kick-off meeting with Ride Illinois (RI) and Active Transportation Alliance (ATA). He suggested that those present split into two groups to work on those items. Chairman O'Donnell, J. DeYoung and A. Sciortino worked on defining routes to study and M. Hulting, C. Olsen and M. Talbert on the community input plan.

The two teams reconvened at 8:17pm to provide an update on their work.

II. Define Routes to Study

A. Sciortino recalled the email he sent to the District 64 school principals. He received a call from Principal Murray from Lincoln Middle School inviting two members of the Task Force to speak at the next Principals meeting on May 15th.

Chairman O'Donnell explained that the discussion focused on identifying target destinations, network connectivity and problem areas, including the Uptown area.

A. Sciortino will draft notes based on their discussion. This information, along with the survey results, will be presented to RI and ATA to help develop the routes.

III. Develop Plan for Community Input

M. Hulting explained that the group tweaked the survey questions provided by ATA and introduced questions specific to those with children in school. The survey questions were reviewed.

M. Talbert was tasked with setting up the survey. He discussed what software to use. Survey Monkey offers a free account that limits responses to 100. A month-to-month subscription is limited to 1,000 responses and an annual account, costing approximately \$300, is unlimited. M. Talbert suggested using Qualtrics, as survey software he has used professionally which offers 1,000 free responses.

A. Sciortino questioned the objective of question #4 on the survey. M. Hulting explained that it is meant to determine if more favorable biking conditions would positively affect parking around the

Metra Stations. The question will be revised to read, "If you currently drive and park to a Metra stop as part of your commute..."

The action items for the community input team are to finalize and distribute the survey. M. Hulting reached out to RI to inquire whether they have a Survey Monkey account the Task Force can use. C. Olsen explained that the Park District and School District would distribute the survey through an e-blast. The City will do the same. She added that a URL needs to be provided by April 11th. The Earth Day event was discussed. Email addresses will be collected and a tablet / laptop can be used to complete the survey.

IV. Adjournment

The meeting adjourned at 8:45pm.