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## Agenda Memo

Crest Hill, IL

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<b>Meeting Date:</b>	February 9, 2026
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering/ Community Development
<b>Agenda Item:</b>	Resolution approving Professional Engineering Service agreement for a City-Wide Multi-Use Path Study-Phase 1 by and between the city of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd for an amount of \$48,500.00.

**Summary:** Staff would like to begin planning on a city-wide multi-use path network study. This study will be used in conjunction with the City's updated Comprehensive Plan to provide guidance for city staff to meet the objectives of providing a City that supports mobility for their residents and improves the overall quality of life. The Phase 1 work being proposed here will be information that will benefit the comprehensive plan update while the phase 2 will utilize some of the feedback, recommendations, and strategies to come up with more of a final design.

This work to prepare this study is proposed to be completed in two separate phases where the phase 1 will be the investigative and study phase and phase 2 will be the public involvement stage.

Attached is an agreement from Christopher B. Burke Engineering, Ltd. to provide professional engineering services for the development of this study for both phases.

The Phase 1 scope of services will include the following:

- Review existing roadway conditions and identify the location of existing bicycle and pedestrian infrastructure, the location of crashes, and demographic characteristics of the city to identify a general level of demand and interest for walking, bicycling, and access to transit
- Identify nearby regional walking and bicycling corridors and trails of interest and identify gaps or barriers in the existing infrastructure network.
- Collect and review information relevant to understanding infrastructure needs and potential opportunities for improvements such as roadway width, traffic volume, jurisdiction, posted speed, and planned or programmed improvements affecting transportation infrastructure in or near the city.

- Meet with representatives from the city to document project development process, interdepartmental coordination timelines and will review the current CIP for levels of investment currently practiced by the city.
- Prepare statements of finding as a framework for developing infrastructure recommendations.
- Prepare a draft proposed network plan and recommendations, including identification of corridors and rights-of-way where additional walking and bicycling infrastructure is proposed and policy recommendations to improve infrastructure project development.

Phase 1 deliverable: Draft proposed network plan and recommendations report.

Phase 1 will take 8-10 months to be completed.

The Phase 2 scope of services will include the following:

- Conduct stakeholder engagement for review and comment of the draft proposed network plan and recommendations. This will include development of the following content for placement on the city's website:
  - Project introduction and overview
  - Draft report and network plan
  - Project schedule
  - An interactive online draft network map
  - Bicycle Pedestrian Infrastructure Visual Glossary / Design Guidelines
  - Online survey
- Create a media release for the city to deliver to residents and stakeholders about the plan directing them to the city's website, and work with the city to determine a review and comment period.
- Summarize the feedback that was collected via the city website and review proposed revisions to the draft plan with the city.
- Prepare planning-level cost estimates for proposed improvements using recent pay items and cost data from relevant municipal, county and/or state projects.
- Prepare a section of the plan to assist the city in implementing the plan, which will identify one or more projects that the city should implement in the near term, identify candidate funding sources to assist the city in applying for federal grants where feasible, and estimate the approximate amount of local agency funding that should be dedicated to implementing projects in the city.
- Refine the report including recommendations, network plan, cost estimates, and implementation guidance, and submit a revised draft final plan to the city for review and comment.
- Make revisions based on a consolidated set of written comments from the city and deliver a final plan to the city for adoption.
- Present the final plan to city council at one (1) council meeting or workshop.

Phase 2 deliverables: Draft and Final Plan, Presentation at Council.

The phase 2 engineering will be included in the 2027 budget and is not being approved at this time. The approval will be brought back to council for approval after the phase 1 is completed.

**Recommended Council Action:** Resolution approving Professional Engineering Service agreement for a City-Wide Multi-Use Path Study-Phase 1 by and between the city of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd for an amount of \$48,500.00.

**Financial Impact:**

**Funding Source:** General Fund

**Budgeted Amount:** \$200,000.00

**Cost:** \$48,500.00

Total 2026 budget amount obligated to General Funds-Streets-Engineering fund to date including this work: \$200,000.00

**Attachments:**

Resolution-Multi-Use Path Study-Phase 1