

**CITY OF PEORIA – TRAFFIC COMMISSION
REGULAR BUSINESS MEETING
AGENDA
TUESDAY, SEPTEMBER 16, 2008
3:30 P.M. – 5:00 P.M.**

DATES SET:

TUESDAY, OCTOBER 21, 2008 at 3:30 PM

TUESDAY, NOVEMBER 18, 2008 at 3:30 PM

REGULAR COMMISSION MEETING – To be held at Peoria City Hall, 419 Fulton Street, Room #404, Peoria, Illinois 61602. (309) 494-8549.

***PLEASE NOTE MEETING ROOM CHANGE**

**CITY OF PEORIA – TRAFFIC COMMISSION
AGENDAS AND MINUTES
ISSUED BY:
JOHN HAVERHALS, CHAIRMAN
via TRAFFIC ENGINEERING, PUBLIC WORKS DEPARTMENT
419 Fulton Street
(309) 494-8802**

INTERNET ADDRESS: www.ci.peoria.il.us

*CITIZENS WISHING TO ADDRESS AN ITEM NOT ON THE AGENDA SHOULD CONTACT A COMMISSION MEMBER PRIOR TO THE MEETING. ALL OTHER PUBLIC INPUT WILL BE HEARD UNDER PUBLIC COMMENT NEAR THE END OF THE COMMITTEE MEETING.

NOTE: THE ORDER IN WHICH AGENDA ITEMS ARE CONSIDERED MAY BE MOVED FORWARD OR DELAYED BY AT LEAST 2/3 VOTE OF THE COMMISSION MEMBERS PRESENT.

THE CITY OF PEORIA – TRAFFIC COMMISSION MEETS IN REGULAR BUSINESS SESSIONS THE THIRD TUESDAY OF THE MONTH AT 3:30 P.M. AT CITY HALL, CONFERENCE ROOM #404, 419 FULTON STREET, PEORIA, ILLINOIS. (309) 494-8549.

NOTICES OF ANY SPECIAL MEETING ARE POSTED AT LEAST 48 HOURS PRIOR.

CITY OF PEORIA – TRAFFIC COMMISSION MEETING
Twin Towers, Department of Planning & Growth Management
Suite 402 – Conference Room

3:30 P.M.

ROLL CALL

ANNOUNCEMENTS, ETC.

MINUTES

REQUEST FOR APPROVAL OF TRAFFIC COMMISSION MEETING MINUTES

DATED: AUGUST 19, 2008

AGENDA ITEMS

- | | |
|--------------------------|--|
| <u>ITEM NO. 1</u> | DISCUSSION REGARDING 2009 COMMISSION WORK PLAN |
| <u>ITEM NO. 2</u> | DISCUSSION REGARDING A CITY-WIDE NEIGHBORHOOD TRAFFIC CALMING PLAN |

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING

ADJOURNMENT

**MINUTES OF A REGULAR MEETING
OF THE CITY OF PEORIA
TRAFFIC COMMISSION**

AUGUST 19, 2008

A Regular Meeting of the City of Peoria's Traffic Commission convened at 3:30 p.m. on Tuesday, August 19, 2008, at Twin Towers, Department of Planning & Growth Management, Suite 402, 456 Fulton Street, Peoria, Illinois, and was called to order by Vice Chairperson Annette Mills.

CALL TO ORDER

Call to Order showed the following Traffic Commission Members in attendance: Vice Chairperson Annette Mills, Commissioner Crowell, Commissioner Hudson, Commissioner Lott, Commissioner Smith, Commissioner Sullivan – 6; Absent: Chairman John Haverhals and Commissioner Van Winkle – 2.

Others in attendance included Nick Stoffer, Acting City Engineer; Mike Taylor, Civil Engineer for the City of Peoria; Co-Chairman of the Mayor's Advisory Council for the Disabled Roger Sparks; Mr. Tim Herold, Detweiller Marina Neighborhood Association; Mr. Bryan Mack, property owner; Members of the Media and Patti Pitcher, Public Works Administrative Specialist.

Minutes

Commissioner Sullivan moved to approve the minutes of the Regular Scheduled Meeting of the Traffic Commission held on July 15, 2008; seconded by Commissioner Smith

The minutes were approved by viva voce vote.

ITEM NO. 1 DISCUSSION REGARDING 2009 COMMISSION WORK PLAN

Discussion was had regarding the accuracy of staff hours. Mr. Stoffer stated so far this year the hours seem consistent with last year's Work Plan, but the Commission's goals could impact them.

Commissioner Sullivan noted that committees require City approval, so questioned the terminology used in the form. Mr. Stoffer acknowledged it should indicate the Commission as a whole, not a separate committee.

Commissioner Sullivan questioned if the consultant hired for the downtown area (Washington Street, etc.) would also provide feedback to the Traffic Commission. Mr. Stoffer explained the Work Plan is intended to list the Traffic Commission's general goals, not project specific goals.

Commissioner Mills wants to be sure the Traffic Commission is kept informed of proposed and ongoing projects (i.e., Urbanism). In order to be kept better informed, Commissioner Sullivan suggested report backs, as he previously requested for the past three (3) months. He reinstated the need for better communication, including notification of key milestones in a project. Mr. Stoffer agreed that would be appropriate and would discuss with Mr. Barber the

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logistics with said report backs to the Commission. Commissioner Mills agreed the Commission needs to know the current status.

Regarding the Work Plan Objectives, it was noted that timelines should be determined and announced frequently and in a timely manner. Commissioner Hudson suggested quarterly timelines, but Mr. Stoffer stated that may not be very timely in some instances which is why staff notifies the Commission as soon as possible when such matters present themselves and after public hearings and so forth. Commissioner Lott cautioned, however, that a threshold should be established regarding the size of a project in relation to the Traffic Commission. Commissioner Mills requested that Mr. Barber request that the consultant update the Commission as needed on a particular project (i.e. current Washington Street project).

Commissioner Mills suggested the City request a timeline of the various project phases to give the Commission some guidelines as what to expect or what not to expect in a reasonable and timely manner.

Commissioner Lott requested that updates be provided on a quarterly basis for subset traffic-related projects. Mr. Stoffer agreed these could be provided in the packets monthly or quarterly, noting the schedule would dictate when project details would be ready to report.

Commissioner Sullivan stated the Commission needs information from the City in order to plan and project for 2009. With the Work Plan deadline of September 19th, Mr. Stoffer noted the City is not far enough into the budget process to know what projects will be budgeted for 2009.

Overall, the Commission decided the Work Plan as provided in the packet was acceptable, noting the execution was poorly timed with regard to the City's budget process. Commissioner Sullivan suggested the Work Plan submittal date be changed to correlate with the budget process in a more logical manner and that this be respectfully requested of the Interim City Manager, Henry Holling.

ITEM NO. 2 DISCUSSION REGARDING PROPOSED SPRING STREET BIKE PLAN

Mr. Stoffer provided aerial photographs of the Spring Street area and reported Glen Oak Avenue and Adams Street are currently being sealcoated, and the appropriate pavement markings for this project would be forthcoming.

A request was made to accommodate bikes on this roadway. It is already dedicated as a City bike route, only by signage, which may not be adequate. [A larger plan is on exhibit.] There will be two (2) 11-foot driving lanes, two (2) 6-foot bike lanes while retaining parking along the south side of the street (except where sight distance is an issue). The concession is the center lane and a turn lane will be removed. City staff met with Council members and concerned citizens, all of whom agreed on the project but wanted the Traffic Commission's input, including that of adjacent property owners.

Commissioner Mills said she's traveled that area and noted the number of kids who seem to use the bike lane often. Commissioner Hudson asked if there had been any negative feedback. Mr. Stoffer indicated one business owner in the area had called with concerns, but once he found out the parking was going to be left alone, he was satisfied.

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Discussion was had regarding the center turn lane removal vs. retaining the parking. Mr. Stoffer explained it was staff and Council's opinion that businesses utilize the parking and would be more important to retain than the center lane to avoid loss of service. Commissioner Hudson agreed it is more positive to retain the parking for the businesses than to have a turn lane for the businesses and area residents.

ITEM NO. 3 UPDATES REGARDING PENNSYLVANIA AVENUE FROM BERKELEY AVENUE TO GLEN OAK AVENUE PROJECTS

Mr. Stoffer reported two Open House forums had been held to present the roundabout project to area residents and answer questions, the most recent forum being July 30th. Both events were well attended. The Consultant provided "50% plans," a standard milestone in large projects [Copy on table for viewing] which gives the client and other interested parties another chance to review project details and address potential issues. Acquisition of properties is expected soon with construction slated for 2009.

Commissioner Hudson questioned which properties would be acquired or otherwise impacted. Mr. Taylor explained the only major acquisition would be the Wings & and a Prayer establishment at the intersection, including the brick building behind it. The house with the attached garage may be spared, as well as the apartment building with the exception of their corner. He further explained the house on the northeast corner would be losing a small portion of their corner, but gaining more grass along the front and west side of the property. He clarified this project will entail a single lane, not two, but that it would accommodate truck traffic for deliveries, etc. as needed.

To accommodate buses, the radii are being improved upon. While turning onto Wayne Street may change, staff tried to maximize the land area before the roundabout and shifted it to the northwest to improve this aspect. Mr. Stoffer indicated Armstrong was initially considered as a fifth leg, but staff determined it was not in the best interest of the project. Instead, Armstrong will become a cul-de-sac. Only Easter Seals has expressed concern about this with regard to access, but both entrances into Easter Seals parking lot will be improved. No other neighborhood concerns have been voiced. In fact, residents are eager for this project to occur.

As for the center of the roundabout, Mr. Taylor indicated it would include a light source as well as some kind of vegetation, but specific vegetation has not been determined. Staff will ensure the vegetation will be attractive and tall enough to break the sight line, yet not too distracting.

Commissioner Sullivan stated this may be one of the safest intersections in town once the project is completed. Mr. Stoffer said it's the first of its kind in Peoria and everyone, including staff, seems to be excited.

UNFINISHED BUSINESS

Commissioner Mills inquired as to the status of the 25 MPH issue previously discussed. Mr. Stoffer replied staff was still collecting data and mitigating the cost of signage. He's looking into what other cities have done regarding this matter because it's important that the public be educated on the rules in conjunction with signs being replaced.

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Commissioner Mills admitted it's difficult to maintain a 25 MPH speed limit in neighborhoods, which Commissioner Smith noted is precisely the point, to make drivers more conscientious. Mr. Stoffer emphasized this is why adequate signage is so important.

NEW BUSINESS

There was no New Business to come before the Traffic Commission.

PUBLIC COMMENT

Mr. Bryan Mack, property manager in the area of Spring Street, addressed the Commission with several concerns, stating he'd received a letter from the City but no diagrams showing details.

He asked if statistics regarding the number of vehicles was available; Mr. Stoffer said yes, and that there is more traffic on Monroe.

Mr. Mack asked if this project would increase taxes; Mr. Stoffer said it would not.

Mr. Mack asked for the timeframe involved. Mr. Stoffer said the area is currently being sealcoated, and the pavement markings will be forthcoming as the final step of the sealcoating process.

Mr. Mack asked what percentage of increased traffic would be realized at Spring Street vs. Monroe. Mr. Stoffer stated that Spring Street had about one-third (1/3) more traffic than Monroe.

Mr. Mack respectfully asked if consideration had been given to the center lane benefit vs. the bike lane. Also, he questioned the potential for cut-through traffic and whether a bike lane might be more advantageous at Spring and Adams, possibly ending at Jefferson. Mr. Stoffer said the traffic diminishes by the time it turns at Adams. Staff is also looking into a City-wide bike plan.

Mr. Mack expressed concern that the increase in traffic flow would result in an increase of incidents. Mr. Stoffer explained that the striped lane would be contained and a narrower driving lane naturally makes drivers more cautious. While there's no guarantee there won't be any incidents, the likelihood is decreased.

Mr. Tim Herold, Detweiller Marina Neighborhood Association, addressed the Commission quoting traffic counts on the surrounding streets. He reported the bike lanes on Monroe have slowed the vehicular traffic and allows a better place for students walk to school, especially in the winter since the bike lanes are plowed and salted whereas sidewalks are not.

Mr. Herold stated he's supportive of the plan, but asked if a turn lane at Spring and Madison was possible. Mr. Stoffer stated there will need to be setbacks to ensure corner clearances. Turning traffic only has right turn access at major crossings. There won't be room to accommodate left turn lanes.

Mr. Sullivan commented that, as a business owner, the preference would be parking along both sides as well as a bike lane.

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It was questioned whether or not this project would be presented to the Historic Society. Mr. Taylor said staff asked the same question internally, but no directive has been given.

NEXT MEETING

The next Regular Scheduled Meeting will be held on **Tuesday, September 16, 2008** at 3:30 p.m. at Twin Towers, Department of Planning & Growth Management, Suite 402.

ADJOURNMENT

There being no further discussion, Commissioner Sullivan moved to adjourn the Regular Meeting of the Traffic Commission; seconded by Commissioner Hudson.

The meeting adjourned at 4:17 p.m.

Annette Mills, Vice Chairperson

Nick Stoffer, Acting City Engineer

/pp



REQUEST FOR COMMISSION ACTION

To: Traffic Commission

**From: Nick Stoffer
Acting City Engineer**

AGENDA DATE REQUESTED: September 16, 2008

ACTION REQUESTED: APPROVAL OF THE 2009 TRAFFIC COMMISSION WORK PLAN

BACKGROUND: All City Commissions are asked to submit a Work Plan every year highlighting their goals and objectives. The Traffic Commission reviewed their 2008 Work plan and recommended changes for 2009 during the August Commission meeting. The revised 2009 Work plan is attached for discussion and approval. The City Commissions are asked to submit their 2009 Work Plan by Friday September 19th.

FINANCIAL IMPACT: None.

NEIGHBORHOOD CONCERNS: None.

IMPACT IF APPROVED: The approved Work Plan will assist the Traffic Commission in meeting their goals and objectives.

IMPACT IF DENIED: The Traffic Commission will miss the submission date for Commission Work Plan.

ALTERNATIVES: None

***ATTACHMENT**

CITY OF PEORIA - TRAFFIC COMMISSION
2009 WORK PLAN

MISSION STATEMENT

To study and survey all matters pertaining to the safety and efficiency of all pedestrian and vehicular traffic in the City of Peoria and to make recommendations to the City Council and City Administration.

GOALS	COUNCIL APPROVED	COMPLETION DATE	ESTIMATED COST			FUNDING SOURCE	CITY STAFF REQUIRED & # HOURS	LEADER
			OPERATING	CAPITAL	TOTAL			
GOAL 1:								
Address traffic concerns as they are brought to the Commission's attention.		Continuous	no direct costs	\$0	\$0	na	Public Works - 160 hours	Traffic Commission
Objectives:								
1. Address traffic concerns in committee meeting							30 hours	
2. Request feedback from Traffic Section staff, including traffic studies to make informed decisions on concerns addressed							118 hours	
3. Make recommendations to the City Council and City Administration for resolution of concerns.							12 hours	
GOAL 2:								
Campaign for better highway traffic safety and traffic law compliance		Continuous	no direct costs	\$0	\$0	na	Public Works - 32 hours	Traffic Commission
Objectives:								
1. Committee to stay educated on State focus of SAFETEA-LU projects to better update public							6 hours	
2. Committee to become familiar with New Urbanism and its effect on Peoria traffic systems.							24 hours	
3. Make recommendations to the City Council and City Administration for resolution of concerns.							2 hours	
GOAL 3:								
Support and promote infrastructure which uses traffic calming as a technique to provide a better and safer urban environment		Continuous	no direct costs	\$0	\$0	na	Public Works - 128 hours	Traffic Commission
Objectives:								
1. Stay educated and current on traffic calming methodology through updates given by Staff and/or Consultants							24 hours	
2. Stay educated and current on proposed and budgeted projects (of the City of Peoria and other local agencies) through updates given by Staff and/or Consultants.							94 hours	
3. Make recommendations to the City Council and City Administration for resolution of concerns regarding traffic calming.							10 hours	
TOTALS - ALL GOALS (cost) (staff hours)			no direct costs	\$0	\$0		320 hours	



REQUEST FOR COMMISSION ACTION

To: Traffic Commission Members

**From: Nicholas A. Stoffer
Acting City Engineer**

AGENDA DATE REQUESTED: September 16, 2008

ACTION REQUESTED: DISCUSSION OF A CITY-WIDE NEIGHBORHOOD TRAFFIC CALMING PLAN

BACKGROUND: The City of Peoria receives many complaints concerning speeding and cut-through traffic within neighborhoods. One method that many cities have chosen is to create a consolidated city-wide neighborhood traffic calming plan to address these issues. A good traffic calming or traffic management plan must be designed to meet the needs of the neighborhood residents, emergency vehicles and other users of the roadways.

Research of existing neighborhood traffic calming plans from other cities show that there are four main parts to a workable plan, each of which will require discussion and approval of the Traffic Commission:

Applicability. The first part of the neighborhood traffic calming plan is where traffic calming should be implemented. The intention of the plan is to calm traffic within neighborhoods and to encourage potential cut-through traffic to stay on the main roadways. This discussion will determine which roadways are candidates for traffic calming measures.

Accessibility. Next, the plan needs be clear on how interested citizens and neighborhoods apply for traffic calming solutions to their concerns. The method of application, such as a letter to Public Works or a neighborhood petition needs to be determined.

Process. The Neighborhood Traffic Calming Plan must also have a process once an application is received. The plan must be clear on what criteria is to be met to determine a measurable and solvable traffic problem. Once an application has met the minimum threshold to become a project what types of neighborhood involvement and/or public meetings should be held. The neighborhood involvement will help determine the extent of the problem and the scope of the solution. Neighborhood cost sharing will also be a topic of the process of the plan.

Tool kit. Finally, to be successful, a Neighborhood Traffic Calming Plan needs to have a tool kit of traffic calming devices. These devices will range from inexpensive solutions such as signs or striping to permanent pavement structures such as speed humps or neighborhood traffic circles. Every type of traffic calming in the tool kit must be evaluated to determine expected results and appropriate locations for placement.

To provide the citizens of Peoria with an effective Neighborhood Traffic Calming Plan the Traffic Commission will be asked to discuss these components in upcoming regular meetings. Staff will develop a plan based on these discussions and bring a finished plan to the Traffic Commission for ratification. When completed the plan will be sent to the Peoria City Council for approval. Several examples will be forwarded in the Commission packets for review before the meeting in which it will be discussed. The first part "Applicability" will be placed on the October meeting agenda for discussion.

FINANCIAL IMPACT: Not known at this time.

NEIGHBORHOOD CONCERNS: Neighborhood concerns of cut-through and speeding traffic will be addressed.

IMPACT IF APPROVED: The City will develop a Traffic Control Plan to meet the needs of its citizens.

IMPACT IF DENIED: n/a

ALTERNATIVES: n/a