

CITY OF PEORIA – TRAFFIC COMMISSION

REGULAR BUSINESS MEETING

AGENDA

TUESDAY, DECEMBER 16, 2008

3:30 PM – 5:00 PM

DATE SET:

TUESDAY, JANUARY 20, 2009 @ 3:30 PM

TUESDAY, FEBRUARY 17, 2009 @ 3:30 PM

TUESDAY, MARCH 17, 2009 @ 3:30 PM

REGULAR COMMISSION MEETING – TO BE HELD AT PEORIA CITY HALL, 419 FULTON STREET, ROOM #404, PEORIA, ILLINOIS 61602. (309) 494-8549.

CITY OF PEORIA – TRAFFIC COMMISSION

AGENDAS AND MINUTES

ISSUED BY:

JOHN HAVERHALS, CHAIRMAN

VIA TRAFFIC ENGINEERING DIVISION, 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 PM 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
CITY HALL, CONFERENCE ROOM #404
3:30 PM – 5:00 PM

ROLL CALL

ANNOUNCEMENTS, ETC.

MINUTES

REQUEST FOR APPROVAL OF TRAFFIC COMMISSION MEETING MINUTES

DATED: NOVEMBER 18, 2008

AGENDA ITEMS

ITEM No. 1 UPDATE REGARDING NEWSPAPER BOXES AT BUS STOPS

ITEM No. 2 ELECTION OF TRAFFIC COMMISSION OFFICERS

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING

ADJOURNMENT

MINUTES OF A REGULAR MEETING

OF THE CITY OF PEORIA

TRAFFIC COMMISSION

DRAFT

NOVEMBER 18, 2008

A Regular Meeting of the City of Peoria's Traffic Commission convened at 3:30 p.m. on Tuesday, November 18, 2008, at City Hall, Room 404, 419 Fulton Street, Peoria, Illinois, and was called to order by Chairman John Haverhals.

CALL TO ORDER

Call to Order showed the following Traffic Commission Members in attendance: Chairman John Haverhals, Commissioner Mary Jane Crowell, Commissioner Joe Hudson (arrived at 3:55 p.m.), Commissioner Steve Van Winkle, Commissioner Curphy Smith, Commissioner Brandon Lott (arrived at 3:37 p.m.) and Commissioner Pat Sullivan – 7; Absent: Commissioner Annette Mills - 1.

Others in attendance included Nick Stoffer, Acting City Engineer; Co-Chairman of the Mayor's Advisory Council for the Disabled Roger Sparks; Thomas Harrington with Caldwell Bankers and Stephanie Stapleton, Traffic Engineering Administrative Specialist.

MINUTES

Commissioner Van Winkle moved to approve the minutes of the Regular Scheduled Meeting of the Traffic Commission held on October 21, 2008; seconded by Commissioner Crowell. The minutes were approved by viva voce vote.

ITEM NO. 1 DISCUSSION REGARDING A CITY-WIDE NEIGHBORHOOD TRAFFIC CALMING PLAN SECTION #2 – ACCESSIBILITY OF PLAN

Acting City Engineer Nick Stoffer explained at the September Traffic Commission meeting the Commissioners approved staff to begin the process of developing a City-Wide neighborhood traffic calming plan to address Peoria's growing concern with speeding and cut-through traffic within neighborhoods. The process as outlined will involve the plan being developed by staff, utilizing four components:

- Applicability
- Accessibility
- Process
- Tool Kit

Mr. Stoffer stated that, in order to provide the citizens of Peoria with an effective Neighborhood Traffic Calming Plan, the Traffic Commission would be discussing these components during regular meetings; this would ensure that the plan would meet the needs of neighborhood

residents, emergency vehicles and other users of the roadways. When completed, the entire plan will be presented to the Peoria City Council for approval, said Mr. Stoffer.

Mr. Stoffer stated at the October Traffic Commission meeting the first component of the neighborhood traffic calming plan “Applicability” was discussed. He said this discussion would help determine which roadways were appropriate for inclusion into the plan. The discussion centered around which classifications of roadway would be appropriate for a neighborhood plan and if minimum and maximum traffic counts should be considered. He further explained that the results of this discussion would be reviewed at future meetings.

Mr. Stoffer introduced the second component of the neighborhood traffic calming plan “**Accessibility**”. He explained that this component would determine how interested citizens and neighborhoods would apply for traffic calming solutions to their traffic concerns. He further explained that the completed neighborhood traffic calming plan should clearly define the application process so that a specific traffic concern could be evaluated for participation. He stated that the Traffic Commission would be responsible for outlining the various methods as it relates to the application process for the public. He said procedures for the application would need to be defined in terms of whether a letter or a petition from the affected properties should be submitted to the Public Works Department to start the process.

Mr. Stoffer explained that research showed that applications in existing traffic calming plans were accepted from a wide range of sources. He said that some cities accept applications from a single citizen, while others require a majority petition of affected property owners along the proposed traffic calming route. He stated that staff felt that the Commission should consider the petition method as it shows initial area support and indicates a measurable traffic concern. He further explained that a request received by a single citizen would not show support or concurrence of the effected property owners. Consideration of accepting requests from established neighborhood groups, in addition to petitions, may also be discussed, said Mr. Stoffer.

Mr. Stoffer explained that the next component of the neighborhood traffic calming program “Process” would be discussed at the next scheduled Commission meeting. He stated that this would determine how an accepted application would be processed. He further explained that the plan must be clear on what criteria would be met to determine that a measureable and solvable traffic problem existed. Also the types of neighborhood involvement and/or public meetings that should be held to determine the extent of the problem and scope of the solution should be discussed, said Mr. Stoffer.

Commissioner Smith stated that he felt that the Commission should continue to utilize the petition process to accept requests for traffic calming measures from neighborhood groups.

Commissioner Sullivan stated that he was not qualified to recommend traffic calming measures and felt that the Commission needed additional input from individuals that deal with traffic calming measures and other traffic related issues. He questioned if the City Council would be in favor of a City-wide Neighborhood Traffic Calming Plan and if the Council would be supportive, once the plan was developed.

In discussion with Commissioner Sullivan, Mr. Stoffer explained that some members of the City Council were supportive of the proposed traffic calming plan.

Commissioner Van Winkle explained that the “Tool Kit” needed to be developed to determine what type of tools would be used to address potential requests. He further explained that he felt staff should determine what tools would be used to complete the request. He stated that several steps need to be taken to outline the components and the cost factors of the proposed plan.

In discussion with Commissioner Sullivan regarding Council support, Commissioner Van Winkle explained that he felt the Council would not impose on the neighborhoods, especially if they are willing to contribute financially for calming measures.

Commissioner Sullivan reiterated that he was concerned whether the City Council would be supportive of the plan and questioned whether the Commission should pursue this matter further. He further explained that a lot of time and effort would be required to develop such a plan and that he did not want to invest the time if staff does not have Council support or finances allocated to fund the requests.

Commissioner Crowell felt that the proposed plan should still be in place and the plan could be distributed for future consideration. She hoped that funds would be allocated later.

Commissioner Smith stated that once the “Tool Kit” or the plan was established that the City would be able to reference the plan for future request. He further explained that he found it hard to believe that the City Council would not support the plan.

Acting City Engineer Stoffer reiterated that some members of the City Council are supportive of the proposed traffic calming plan and he reminded the Commission that they directed staff in September to begin the process to develop a City-wide Neighborhood Traffic Calming Plan. He further explained that the Commission’s input was essential to developing the plan.

ITEM NO. 2 DISCUSSION REGARDING NEWSPAPER BOXES AT BUS STOPS

Acting City Engineer Stoffer stated that complaints had been heard concerning the newspaper boxes at downtown corners that conflicted with accessibility to bus stops, especially for disabled users. Specifically sighted was the intersection of Jefferson Avenue and Main Street in front of the Peoria County Courthouse, said Mr. Stoffer. He explained that in 2006 the former Assistant City Manager, Craig Whitehead, evaluated this matter regarding the placement of boxes, etc. at bus stops, but he was not aware of the end result. He stated that he would copy this item for the Commission’s review and that he would place it on the Agenda for December to be discussed further. He explained that the City Code was vague in regards to this matter and he felt that he needed to review this topic further before it could be addressed. He stated that the Traffic Commission was asked to discuss possible solutions regarding this topic.

Commissioner Lot questioned if there was a regulation in place that would address the encroachment issues at this location.

Co-Chairman of the Mayor’s Advisory Council for the Disabled Roger Sparks questioned whether the regulations for the Federal Transit Authority would supercede the City’s ordinances regarding this matter.

Commissioner Van Winkle stated that there were two issues that needed to be addressed in regards to sight visibility and whether or not the boxes conflict with the sidewalk regulations. He

suggested that Acting City Engineer Stoffer contact the Legal Department to review this matter further.

Co-Chairman of the Mayor's Advisory Council for the Disabled Roger Sparks explained that the buses were dropping individuals off in the street due to these stands being in place at the drop off location. He asked if the boxes could be moved back 30-ft. to allow individuals to be dropped off on the sidewalk instead of in the street. He also requested that staff review the accessibility requirements for bus stops. He suggested that the City review along with CityLink the drop-off/pickup location for transit riders.

Acting City Engineer Nick Stoffer stated that he would review this matter further and report back to the Commission.

ITEM NO. 3 ELECTION OF TRAFFIC COMMISSION OFFICERS

Commissioner Sullivan moved that the election of officers be deferred to the next scheduled Traffic Commission meeting on December 16, 2008; seconded by Commissioner Van Winkle.

Approved by viva voce vote

ITEM NO. 4 PROJECT UPDATES

- **WASHINGTON STREET/ADAMS STREET STUDY**

Acting City Engineer Stoffer stated that in the previous meeting the Commission requested an update regarding the traffic study for Washington & Adams Street. Public Works Director David Barber prepared the following summary regarding the Washington Street/Adams Street Study.

The City and IDOT had both entered into agreements with Christopher B. Burke Engineering, Ltd. to complete a study of a portion of this corridor. Since IDOT only had \$325,000 available for this work and an additional \$54,328.32 was added from the City to complete the project and separate agreements are in place. On May 27, 2008, the City Council approved this work at their meeting. Due to the need for a contract sign-off by IDOT staff in Springfield, the IDOT agreement was not signed until July.

The original scope of the work, considered in 2007 for this effort, was much broader than the final scope of work. Due to the costs associated with the initial scope of work the project was reduced in size to match available funds. The project, as it is currently configured, includes a review of Washington Street from I-74 south to Adams Street and Adams Street from Washington Street to I-474. This review would look at current and future traffic to determine the appropriate number of lanes and possible pavement configurations. Streetscape enhancements would be suggested along these routes. There was no work in this study along the other sections of Adams Street and Jefferson Avenue through downtown as was proposed in the initial scope of work; and this review would not consider changing the current one-way streets to two-way streets. This study also does not include a review of Adams Street and Jefferson Avenue north off I-74 to War Memorial Drive.

The project includes six tasks:

- Washington Street Alternatives & Enhancements
- Adams Street Alternatives & Enhancements
- Truck Traffic Analysis
- Bicycle/Pedestrian Path
- Public Involvement
- Feasibility Report

The consultant had completed 20% of the work since the end of September. However, most of this work, to date, involved gathering existing condition information, working on a survey to perform the truck traffic analysis and to develop a few preliminary thoughts on street configurations that need to have IDOT's input and direction prior to spending too much time going in the wrong direction. There was nothing else complete and there had been no items delivered on this project from the consultant so far in this effort.

The project would involve a Public Involvement process, which would begin after some preliminary work was completed and prepared in a form that was ready for presentation. The initial meetings would involve some preliminary ideas and the public would be able to share their ideas and thoughts on these before a final plan was selected. This process would be similar to what was followed on the Sheridan Road Triangle Project.

The schedule for this project was estimated based on a start date for work in early June 2008. Completion was expected by the end of May 2009. Since this effort started about a month later, due to the signing issue with IDOT, it appears work may continue through June 2009, said Mr. Stoffer. The public participation process was anticipated to begin in mid-January. It appears this effort would be delayed by about one month and start in February with meetings in March 2009.

Commissioner Sullivan questioned if the Traffic Commission could be more involved with the process. He felt that the Commission members needed to be well-informed on these topics before they are presented in a public forum. He questioned the basis of the study and felt that there were other components that should be taken into consideration before the traffic study was finalized, such as truck traffic being rerouted on Persimmon Street by ADM.

In discussion with the Commission, Acting City Engineer Stoffer stated that this item could be placed on the agenda for January, if possible and that he would ask the consultant to attend the meeting.

- **SHERIDAN TRIANGLE BUSINESS DISTRICT IMPROVEMENT**

Acting City Engineer Stoffer informed the Commission that this item would be discussed at the City Council meeting on November 25, 2008.

The Commission requested a copy of the handout for future reference.

- **MAIN STREET TRAFFIC STUDY**

Acting City Engineer Stoffer informed the Commission that this item would be discussed at the City Council meeting on December 9, 2008.

In discussion with the Commission Members regarding the copies of future items or studies presented to the City Council, Acting City Engineer Stoffer stated that in the future, he would make sure that these items would be forwarded to the Commission.

UNFINISHED BUSINESS

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

NEW BUSINESS

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

PUBLIC COMMENT

Thomas Harrington of Caldwell Bankers addressed the Commission regarding the Main Street Traffic Study. He expressed concern regarding the study and how the changes would affect on street parking for some of the properties that they have available in this area. He further explained that he was in favor and supported the proposed changes. He felt that this would certainly be good for businesses in this area.

Acting City Engineer Stoffer explained that Alternative #4 was the recommended alternative. He stated that this alternative would allow for improvements along the main Street corridor without significantly altering other roadways within the study area. He stated that the study would be presented to the City Council for final approval.

NEXT MEETING

The next Regular Scheduled Meeting will be held on **Tuesday, December 16, 2008** at 3:30 p.m. at City Hall, Suite 404.

ADJOURNMENT

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

The meeting adjourned at 4:45 p.m.

John Haverhals, Chairperson

Nick Stoffer, Acting City Engineer

/ss



REQUEST FOR DISCUSSION

To: Traffic Commission

From: Nick Stoffer, Acting City Engineer

AGENDA DATE REQUESTED: December 16, 2008

ACTION REQUESTED: DISCUSSION REGARDING NEWSPAPER BOXES AT BUS STOPS

BACKGROUND: Recently, complaints have been heard concerning newspaper boxes at downtown corners conflicting with accessibility to bus stops, especially for disabled users. Specifically sighted was the intersection of Jefferson Avenue and Main Street in front of the Peoria County Courthouse, pictured below. The Traffic Commission has been asked to discuss possible solutions to address this matter.





REQUEST FOR DISCUSSION

To: Traffic Commission

From: Nick Stoffer, Acting City Engineer

AGENDA DATE REQUESTED: December 16, 2008

ACTION REQUESTED: ELECTION OF TRAFFIC COMMISSION OFFICIERS

The Traffic Commission, as defined in the Peoria City Code, shall elect officers for one year terms. Requested is that the Traffic Commission nominate and elect its officers for 2009. Currently the Traffic Commission officers consist of a Chairman and a Vice-Chairman.

Below is Section 28-64 from the Peoria City Code.

Sec. 28-64. Chairman; secretary; other officers.

- (a) The chairman of the traffic commission shall be elected by the members for a term of one year, annually, beginning November 1, 1971.
- (b) A vice-chairman and such other officers as the commission may deem necessary may be elected for terms running concurrently with that of the chairman.
- (c) The secretary of the commission shall be the traffic engineer of the city and shall maintain all records of the traffic commission.

(Code 1957, § 2-111)

