CITY OF PEORIA – TRAFFIC COMMISSION

REGULAR BUSINESS MEETING

AGENDA

TUESDAY, JUNE 17, 2014

3:00 PM – 4:30 PM

To access electronic Agenda & Minutes (only):
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CITY OF PEORIA – TRAFFIC COMMISSION

AGENDAS AND MINUTES

ISSUED BY:

JOE HUDSON, CHAIRMAN

VIA TRAFFIC ENGINEER NICK STOFFER

PUBLIC WORKS DEPARTMENT

3505 N. DRIES LANE, PEORIA IL 61604

(309) 494-8800

INTERNET ADDRESS: www.peoriagov.org

*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 3:00 PM at 3505 N Dries Lane Conference Room #113, Peoria, Illinois. (309) 494-8800.
NOTICES OF ANY SPECIAL MEETING ARE POSTED AT LEAST 48 HOURS PRIOR.

CITY OF PEORIA – TRAFFIC COMMISSION
DRIES LANE, CONFERENCE ROOM
3:00 PM – 4:30 PM

ROLL CALL

ANNOUNCEMENTS, ETC.

MINUTES – MAY 20, 2014 REGULAR MEETING

AGENDA ITEMS

ITEM NO. 1  City Project Updates: Various

ITEM NO. 2  Other Items of Interest to the Traffic Commissioners

UNFINISHED BUSINESS

Discussion of Proposed Ordinance Changes to Chapter 26 of the Code of the City of Peoria Renaming and Redefining the City Traffic Commission.

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING

ADJOURNMENT
MINUTES OF A REGULAR MEETING
OF THE CITY OF PEORIA
: TRAFFIC COMMISSION :

MAY 20, 2014

A Regular Meeting of the City of Peoria’s Traffic Commission convened at 3:05 p.m. on Tuesday, May 20, 2014, at the Lester D. Bergsten Operations & Maintenance Facility located at 3505 N. Dries Lane, Peoria, Illinois.

CALL TO ORDER

Call to Order showed the following Traffic Commission Members in attendance:

Commissioners Present: Commissioner Mary Jane Crowell, Chairman Joe Hudson, Commissioner Brandon Lott, Commissioner Pat McNamara, and Commissioner Joe Messmore, – 5.


Others in attendance included Traffic Engineer Nick Stoffer; Advocate for Disabled Rights Roger Sparks; Joe Alexander of CityLink, and Public Works Administrative Specialist Stephanie Stapleton.

ANNOUNCEMENTS

Traffic Engineer Nick Stoffer announced he had met with media outlets today to launch information about the city's Street Asset Inventory team beginning their work in town, which would last about 6 weeks. He explained a specially-equipped van would collect data on pavement conditions of all roads and alleys, as well as an inventory of street signs and lighting. He said the data collected would then be placed on the GIS system.

MINUTES

Commissioner McNamara moved to approve the Minutes of the Regular Traffic Commission Meeting held on April 15, 2014; seconded by Commissioner Messmore.

Approved by viva voce vote.

ITEM NO. 1 Discussion of Proposed Ordinance Changes to Chapter 28 of the Code of the City of Peoria Renaming and Redefining the City Traffic Commission.

Traffic Engineer Nick Stoffer outlined the draft changes to Sections 28-61 to 28-80 of Chapter 28 of the Code of the City of Peoria. He said some of the language was taken from other cities’ ordinances, including the Naperville City Code. He said the language would eventually be recommend to the City Council for approval. He said he thought it gave the Commission a better idea of what they were supposed to do and help it be self-sustaining.

The Traffic Engineer discussed the proposed revisions with the Commission, and the following changes were discussed:
Commissioners’ suggested changes to Sec. 28-61:
- Remove the word “all” matters pertaining to…in the first sentence
- Capitalize “complete streets” in the second sentence
- Modify “provide input” concerning transportation items, to add “assist and advise” in the last sentence

Commissioners’ suggested changes to Sec. 28-62:
- Addresses membership; broad experience levels brought to the committee
- Have at least one person from each Council district
- Have someone from CityLink be on the commission; to provide their perspective like the language and show the intent to get people on the commission
- Questioned “newly developed areas” in subparagraph 3 (district person)

Regarding Sec. 28-64, it was noted that consideration should be given to changing the language to give the Secretary the option to call meetings, but he or she could contact the Chairman if a meeting needed to be scheduled. Since there is language in subparagraph (b) providing for it, it was also noted that it would be good to appoint a Vice Chairman.

During discussion pertaining to Sec. 28-65, the Commissioners questioned whether training on Roberts Rules of Order and the Freedom of Information Act was available. Mr. Stoffer stated he would look into this and report back.

Mr. Stoffer stated Sec. 28-66 outlined what the Commission will do.

Commissioner Lott said he appreciated the new additions and the themes that were outlined; however, he said he thought airports and trains had other authorities that addressed those matters.

Mr. Stoffer agreed that some of the language was redundant and it would be reviewed closer, but he said he felt that airport access was important, so he would not remove it at this time. He said the language in paragraphs 3-5 would be reviewed and modified.

Commissioners’ requests pertaining to Sec. 28-67:
- Capitalize City Council in paragraph 1 and spell out PPUATS (Peoria and Pekin Urbanized Area Transportation Study) in paragraph 2
- Commission to be as transparent as possible

Commissioners’ requests pertaining to Sec. 28-68:
- Change “proposal” to “matter” in paragraph 1
- Capitalization of City Council and Transportation Commission

Commissioners’ requests pertaining to Sec. 28-69:
- Capitalizations
- Felt that the Commission should have a budget; at this time, the Commission does not have a budget

Regarding Sec. 28-70, the Commissioners recommended including language for the periodic review of this section of the Code governing their Commission.
With those changes, Mr. Stoffer said he recommended that the Commission again review the revised document at their next Regular Meeting to vote on its recommendation to Council at that time.

**ITEM NO. 2  City Project Updates: Various**

**Main and University Intersection** – Mr. Stoffer announced the opening of intersection on May 12th but he said there was 6 more weeks of construction to complete the project. He said both positive and negative feedback had been received and there were still some issues being worked out, such as pulling back the stop bars from the left turn lanes at the intersection.

**Open House for MacArthur Highway Project** – An open house was held to discuss the striping project, with a bike lane.

**Sheridan Road** – Mr. Stoffer explained construction would not take place until 2016, but the project involved changing the profile of the road along with cross-section changes including lane reductions and bike lanes. He said the project would be coordinated with two nearby bridge replacements on Sheridan and Nebraska. He said grants had been received to help defray the cost of the bridge replacements.

**Bicycle Master Plan** – Mr. Stoffer said a proposed agreement with the consultant would be going to City Council for approval and, thereafter, there would be two or three public meetings.

**UNFINISHED BUSINESS**

**Sidewalk Café Ordinance**

Mr. Stoffer stated the proposed ordinance changes to the Code would probably be pulled from the May 27th City Council agenda in order to give businesses an opportunity to give input.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**Next Meeting**

The next regularly scheduled Traffic Commission meeting will be held on Tuesday, June 17, 2014 at 3:00 p.m.

**Adjournment**

There being no further discussion, the Regular Meeting of the Traffic Commission adjourned at 4:30 p.m.

Chairman Joe Hudson   Nick Stoffer, Traffic Engineer

sbs/rmb
Sec. 28-61. Creation and purpose.

The traffic transportation commission of the city is hereby created for the purpose of studying and surveying all matters pertaining to pedestrian and vehicular traffic transportation in the city of Peoria, and to make recommendations and proposals to the city council and the city administration. Transportation shall include pedestrians, bicycles, vehicles and mass transit systems, as well as the movement of freight, and shall promote Complete Streets concepts within the City. The commission shall also assist and advise concerning transportation items contained in the annual Community Investment Plan (CIP) and other matters relating to safe and efficient transportation, maintain an educational program and campaign for better highway traffic safety and traffic law compliance by the public.

(Code 1957, § 2-108)

Sec. 28-62. Membership.

The traffic transportation commission shall consist of eleven (11) nine voting members, appointed by the mayor and approved by the city council. The terms of the commissioners shall be three years in accordance with the terms set forth in section 2-162 of the Code; however, initial appointments will be made to stagger the terms as follows: three members shall be appointed for a one-year term; three members will be appointed for a two-year term and three members will be appointed for a three-year term. The mayor shall select a member to serve as the chairman on an annual basis, with the approval of the council. Said membership shall include the following:

1. At least four (4) of said members shall have professional expertise in the various facets of the duties of the commission, by virtue of their training and/or employment. Said areas of expertise shall include, but are not necessarily limited to: engineering, the law, transportation operations, mass transit, marketing, financing, environmental management and safety.

2. At least two (2) of said members shall have demonstrated interest in pedestrian or bicycle issues through professional expertise or participation in various civic organizations, clubs or committees/boards/commissions that have a pedestrian or bicycle focus.

3. At least four (4) of said members shall represent a broad social and geographical components of the City of Peoria. Said representation shall include, but not necessarily be limited to students, retired persons, disabled, homemakers, the business community, and low and moderate income persons.
4. Voting members of the Traffic Commission shall be residents of the City of Peoria and at least one (1) of said members shall represent each Council District by residential address.

(Code 1957, § 2-109; Ord. No. 13441, § 1, 8-4-92; Ord. No. 14325, § 2, 7-1-97)

Sec. 28-63. Meetings.

The traffic-transportation commission shall meet at least once each month and at the call of the chairman of the commission or upon the written request of at least five members of the commission delivered to the chairman.

(Code 1957, § 2-110)

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

(a) The chairman of the traffic-transportation 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-transportation commission.

(Code 1957, § 2-111)

Sec. 28-65. Rules of order and procedure.

(a) The traffic-transportation commission shall adopt such rules of order and procedure as it deems advisable and necessary. No rule of the traffic transportation commission concerning its order of business or procedure shall be effective until a copy thereof is placed on file with the city clerk.

(b) Absent any rules to the contrary, Robert's Rules of Order, as revised from time to time, shall control the conduct and order of the meetings of the transportation commission and its members.

(Code 1957, § 2-112)

Sec. 28-66 Areas of concern.

The basic areas of concern of the transportation commission shall consist of the following:
1. Streets and highways within the City of Peoria, which shall include city streets, county roads, state and federal highways, recreational drives, bridges and grade separations.

2. Mass transportation, which shall include buses, taxis, trains, and such other forms as may be developed or proposed.

3. Pedestrianways, which shall include sidewalks, grade separations, shopping areas, and recreational pathways.

4. Bikeways, which shall include on- and off-street routes for commuting and recreational use.

5. Multi-use trails, which shall include off-street trails for non-motorized uses, such as pedestrians and bicycles.

6. Materials and handling and movement of freight, which shall include truck routes, truck terminals and airport access.

7. Transportation policies and practices, such as Complete Streets concepts.

8. Safety programs, which shall include promoting mass transportation, bicycle use and walking.

9. On-street parking and city owned parking facilities.

Sec. 28-67 Powers and duties.

With regard to the above areas of concern, the transportation commission shall serve in an advisory capacity to the City Council and city administration regarding the following:

1. To prepare, review, and recommend comprehensive plans based upon adopted goals and strategies, as directed by the City Council.

2. To coordinate with other local, regional, state and national agencies and private transportation organizations, such as Peoria Pekin Urbanized Area Transportation Study (PPUATS), Illinois Department of Transportation (IDOT), Peoria Park District, and Peoria County in the adoption of goals and strategies in the city and surrounding area, and in reviewing or proposing specific projects or programs.

3. To review, suggest and coordinate policies, programs, and marketing proposals and strategies for pedestrian and bicycle facilities, including, but not limited to, bicycle routes, multi-use trails, bicycle parking, the sidewalk network, and school walk routes.

4. To conduct public hearings on proposed policies and plans when considered necessary by the commission, the city council, or as required by city, state, or federal law or regulation, except where a hearing on the same subject is planned or required to be conducted by another body and where the commission finds that said hearing will be an unnecessary duplication.
5. To encourage a program to disseminate information regarding transportation programs, problems, policies or goals to the citizens of Peoria.

Sec. 28-68 City Council referrals.

All transportation matters coming directly to the City Council may be referred by the City Council to the transportation commission for consideration.
1. All referrals to the transportation commission shall specify the date and source of the transportation matter, whether from staff or private citizens.
2. After consideration by the transportation commission, the transportation matter shall be forwarded to the City Council for final consideration, evaluation, and determination and/or adoption.

Sec. 28-69 Assistance and cooperation from city officials

1. All departments of the city under the direction of the city manager, and other officers and agencies of the city shall assist and cooperate with the commission and, upon request of the commission, shall furnish information, advice, and access to facilities respecting subject matters as the commission may reasonably require in order to fulfill its functions as set forth herein. The city shall provide clerical services to the commission where possible.
2. In the conduct of the work of the commission, it is anticipated that certain city employees will be required to advise and otherwise support the activities of the commission in carrying out the obligations as provided herein.
3. Expenses for the operation and conduct of the affairs of the commission shall be paid from a separate transportation commission line item in the city budget or where appropriate from specific budgeted projects.

Sec. 28-70 Code review and revision.

The Transportation Commission shall review Secs. 28-61 – 28-80 of the City Code periodically and make such recommendations as to its revision to the City Council.

Secs. 28-6671—28-80. Reserved.
Sec. 28-61. Creation and purpose.

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