CITY OF PEORIA – TRANSPORTATION COMMISSION

REGULAR BUSINESS MEETING

AGENDA

TUESDAY, JANUARY 21, 2020

3:00 P.M.

COMMISSION MEETING – TO BE HELD AT CITY OF PEORIA DRIES LANE FACILITY CONFERENCE ROOM #113, 3505 N. DRIES LANE, PEORIA, ILLINOIS 61604. (309) 494-8800.

To access electronic Agenda & Minutes (only):
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*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 – Transportation 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.
CITY OF PEORIA – TRANSPORTATION COMMISSION
DRIES LANE, CONFERENCE ROOM
3:00 PM

ROLL CALL

ANNOUNCEMENTS, ETC.

MINUTES – Regular Meeting of December 17, 2019

AGENDA ITEMS

ITEM NO. 1  REVIEW Transportation Commission DUTIES as Defined by City Code
ITEM NO. 2  DISCUSS Potential AGENDA ITEMS for 2020
ITEM NO. 3  FORWARD a RECOMMENDATION to City Council to ADOPT a MULTI-WAY STOP POLICY

UNFINISHED BUSINESS

A. MODIFYING the REGULAR MEETING SCHEDULE of the Transportation Commission

NEW BUSINESS

A. Engineering PROJECTS UPDATE

PUBLIC COMMENT

NEXT MEETING

TUESDAY, FEBRUARY 18, 2020

ADJOURNMENT
A Regular Meeting of the City of Peoria’s Transportation Commission convened at 3:01 p.m. on Tuesday, December 17, 2019, at the Lester D. Bergsten Operations & Maintenance Facility located at 3505 N. Dries Lane, Peoria, Illinois.

ROLL CALL

Roll Call showed the following Transportation Commission Members were physically present: Chairman Joe Hudson, Commissioner Patrick McNamara, Commissioner Brandon Lott, Commissioner Nathaniel Herz, Commissioner Michael Breitbach, Commissioner Colin Coad and Commissioner Jason Snyder - 7.

Absent: Commissioner George Ghareeb and Commissioner Clint Gilbert – 2.

Others in attendance included Traffic Engineer Nicholas Stoffer, Senior Urban Planner Josh Naven, Officer Michael Featherstone, Public Works Administrative Specialist Michelle Mahoney and Cindy Loos from Hanson Professional Services.

ANNOUNCEMENTS, ETC.

Traffic Engineer Nicholas Stoffer announced that Roger Sparks, a Peoria citizen who frequently attended Transportation Commission meetings, had recently passed away.

MINUTES

Commissioner Breitbach moved to approve the Minutes of the Regular Meeting of the Transportation Commission held on October 15, 2019, as printed; seconded by Commissioner Snyder.

Approved by unanimous viva voce vote.

ITEM No. 1: Hold a Public Hearing and FORWARD a RECOMMENDATION to CITY COUNCIL for APPROVAL of a Request to IMPLEMENT a RESIDENTIAL PARKING PERMIT PROGRAM (RPPP) for W. BEVERLY COURT

Mr. Stoffer introduced the item – stating that City ordinance requires a public hearing be held at a Transportation Commission meeting for these requests.

Officer Michael Featherstone introduced himself to the Transportation Commission, stating that he was the area neighborhood resident officer. He explained that he received complaints from neighborhood residents regarding overflow parking from an autobody shop impacting residential parking on Beverly Court.

Commissioner McNamara moved to forward a recommendation to City Council for approval of a request to implement a Residential Parking Permit Program (RPPP) for W. Beverly Court.; seconded by Commissioner Snyder.
Commissioner Lott questioned if this parking permit program would prevent the autobody shop from utilizing on-street parking. Mr. Stoffer confirmed that the autobody shop would not be eligible for a parking permit but noted that they have their own parking lot.

A discussion took place amongst the Commission about the impact this program might have on the business, the impact overflow business parking has on area residents and businesses choosing locations that meet their needs.

Motion approved by roll call vote.
Yeas: Hudson, Goitein, Herz, McNamara, Breitbach, Coad, Snyder – 7
Nays: Lott – 1

ITEM No. 2: FORWARD a RECOMMENDATION to CITY COUNCIL for APPROVAL of Proposed Updates to the THOROUGHFARE PLAN

Mr. Stoffer announced the item and invited Senior Urban Planner Josh Naven and Cindy Loos from Hanson Professional Services to speak to the Commission about proposed updates to the Thoroughfare Plan.

Mr. Naven announced that the Planning and Zoning Commission recently recommended approval of the proposed updates unanimously. He added that this proposal would go before City Council on January 14th, 2020 for approval.

Commissioner Lott moved to forward a recommendation to City Council for approval of proposed updates to the Thoroughfare Plan; seconded by Commissioner Breitbach.

Commissioner Goitein asked Ms. Loos to provide an overview of the updates.

Ms. Loos gave an overview of the proposed updates to the Thoroughfare Plan, as recently approved by the Planning and Zoning Commission.

Mr. Stoffer said that one of the reasons for the proposed updates was to reference existing and future plans and policies in an attempt to consolidate everything the City had accomplished in the last few years.

Commissioner Goitein asked what presentations were made to the public. Ms. Loos stated that a public meeting was held at the Gateway Building.

Mr. Naven spoke about updating streets to match how IDOT classifies streets and how this would change the name of the street type without changing road funding. He added that the Planning and Zoning Commission received a request through public comment to change the designation of Glendale and Monroe to local streets, versus IDOT designation, and that staff did not have any objections to that change. Mr. Stoffer added that the only impact this change may have is on federal funding for those two roads.

Commissioner Goitein spoke about ensuring residents are properly notified about these updates. Mr. Naven stated that staff met the requirements for public notification. Commissioner Goitein then asked if mailers were sent out to neighborhood associations. Mr. Naven responded that mailers were not sent out.

Commissioner Goitein moved to table the item. Motion to table dies for lack of a second.

Commissioner Lott questioned what kind of attendance staff saw at the public meeting. Ms. Loos stated that roughly 13 people were in attendance, with 4-5 comments received.
Commissioner Lott remarked that this plan had a lot of uses, for funding, design and grant writing. He added that this map wasn’t made by opinion and that it consisted of compiled data.

Commissioner Goitein commented that there were a lot of minor arterials and that he thought the Commission needed to table the item.

There being no further discussion, the Commission voted on the original motion (motion by Commissioner Lott, second by Commissioner Breitbach) to forward a recommendation to City Council for approval of proposed updates to the Thoroughfare Plan.

Motion approved by roll call vote.
   Yeas: Hudson, Lott, Herz, McNamara, Breitbach, Coad, Snyder – 7
   Nays: Goitein – 1

UNFINISHED BUSINESS

A. Modifying the Regular Meeting Schedule of the Transportation Commission

Commissioner McNamara asked staff to report back in January with 2019 Commission meeting data and that the Commission wait to discuss this item at the regular meeting in January.

No objections were made.

NEW BUSINESS

B. ENGINEERING PROJECTS UPDATE

Mr. Stoffer advised that all projects were currently in the winter shutdown phase. He added that the Rock Island Greenway Project received bids that were 50% over the cost estimates so bids were rejected, and staff was looking at breaking up the project into multiple pieces and rebid.

PUBLIC COMMENT

No one came forward to address the Commission.

Next Meeting

The next regular Transportation Commission meeting will be held on Tuesday, January 21, 2020.

Adjournment

Commissioner Lott moved to adjourn the meeting, seconded by Commissioner Breitbach.

Approved by unanimous viva voce vote.

The meeting adjourned at 4:24 p.m.
DIVISION 2. - COMMISSION

Sec. 28-61. - Creation and purpose.

The transportation commission of the city is hereby created for the purpose of studying and surveying matters pertaining to 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.

(Code 1957, § 2-108; Ord. No. 17150, § 1, 10-14-14)

Sec. 28-62. - Membership.

The transportation commission shall consist of 11 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. Said membership shall include the following:

(a) At least four 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.

(b) At least two 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.

(c) At least four of said members shall represent broad social and geographical components of the City of Peoria. Said representation may include, but not necessarily be limited to students, retired persons, disabled, homemakers and the business community.

(d) Voting members of the traffic commission shall be residents of the City of Peoria and at least one 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; Ord. No. 17150, § 1, 10-14-14)

Sec. 28-63. - Meetings.

The 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 six members of the commission delivered to the chairman.

(Code 1957, § 2-110; Ord. No. 17150, § 1, 10-14-14)

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

(a) The chairman of the transportation commission shall be elected by the members for a term of one year, annually.

(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 transportation commission.

(Code 1957, § 2-111; Ord. No. 17150, § 1, 10-14-14)

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

(a) The transportation commission shall adopt such rules of order and procedure as it deems advisable and necessary. No rule of the 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; Ord. No. 17150, § 1, 10-14-14)

Sec. 28-66. - Areas of concern.

The basic areas of concern of the transportation commission shall consist of the following:

(a) 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.

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

(c) Pedestrianways, which shall include sidewalks, grade separations, shopping areas, and recreational pathways.

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

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

(f) Materials and handling and movement of freight, which shall include truck routes, train and truck terminals, and airport access.

(g) Transportation policies and practices, such as Complete Streets concepts.

(h) Safety programs, which shall include promoting mass transportation, bicycle use and walking.

(i) On-street parking and city owned parking facilities.

(Ord. No. 17150, § 1, 10-14-14)

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 staff regarding the following:

(a) To prepare, review, and recommend comprehensive plans based upon adopted goals and strategies, as directed by the city council.

(b) 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.

(c) 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.

(d) 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.

(e) 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.

All referrals to the transportation commission shall specify the date and source of the transportation matter, whether from staff or private citizens.

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.

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.

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.

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 sections 28-61 through 28-80 of the City Code periodically and make such recommendations as to its revision to the city council.
Transportation Commission 2020 Agenda Items

Tentative schedule of possible agenda items for 2020.

Commission Purpose from the Municipal Code:

The transportation commission of the city is hereby created for the purpose of studying and surveying matters pertaining to 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.

January
1) Review Commission Purpose - Director’s Goals.
2) Approve Multi-Way Stop Policy.
3) Set Agenda’s for the remaining year based on Purpose and Goals – clear agendas of speed reduction and Multi-Stop requests.
4) Review the Complete Streets annual report criteria - Including use of checklist for past and future projects - solicit input for the performance measures.
5) Set agendas for the year.

February
1) Review Complete Streets annual report – recommend sending to Council.
2) Discuss and provide updates to the reference section of the Web site.
3) Provide a “Welcome Packet” of reference material for new Commission members.
4) Review Build 2019 grant application.

March
1) Invite bicycle representatives to meeting to discuss implementation of the Bicycle Master Plan. Develop implementation plan.
2) Provide input to the Active Transportation Alliance’s Complete Streets project delivery process and design manual.

April
1) Provide input to the Downtown Advisory Commission’s strategic Plan. Perhaps have a joint meeting.

May
1) Review past Signal Coordination and Timing (SCAT) study’s- University, US 150, etc. Determine if additional studies are needed. Develop implementation plan using study’s results.

June
1) Review CIP transportation related items to determine input to the Budget.
2) Review Pavement Condition Index (PCI) updated data and implementation plan.
3) Review CIP Projects related to street and sidewalk maintenance and improvement.
July
  1) Provide specific input to the budget process.
  2) Select next SCAT study corridor.

August
  1) Solicit Nominations for officers for the following year.
  2) Develop web presence for Complete Streets

September
  1) Elect for officers for the following year.
  2) Add traffic calming items to GIS mapping – i.e. speed limit changes, speed humps, stop signs, etc. – and date implemented.

October
  2) TBD

November
  1) Review one-way to two-way conversion status.
  2) TBD

December
  1) Develop agendas for next year.
  2) TBD
Multi-way stop control (all-way stop) can be beneficial as a safety measure at intersections, if certain conditions exist. Lacking these conditions, safety concerns associated with multi-way stops can develop, which include situations where pedestrians, bicyclist, and vehicles expect other road users to stop.

To ensure that the required conditions exist, the decision to install a multi-way stop control should be based on an engineering study, as outlined below:

The following criteria should be considered in the justification of a multi-way stop, as per the current version of the Manual of Uniform Traffic Control Devices (MUTCD):

A. **Interim Measure:** At an intersection that a traffic signal is warranted, per the MUTCD guidelines. When a traffic signal is warranted, a multi-way stop control can be used as an interim measure, which can be implemented quickly, to control traffic until the signal is designed and installed.

B. **Crash History:** 5 or more reported crashes in a 12-month period at the study intersection. The crashes must be of a type that could be corrected by multi-way stop control, such as right and left turn collisions, or right-angle collisions.

C. **Vehicular Delay:**
   1. The vehicular volume entering the intersection from both approaches of the major street averages at least 300 vehicles per hour for any 8 hours of an average day; and
   2. The combined vehicular, pedestrian and bicycle volume entering from both approaches of a minor street averages at least 200 per hour for the same 8 hours, with an average delay to the minor street traffic of at least 30 seconds per vehicle during the highest hour, but
   3. If the 85th percentile speed of the major street exceeds 40 MPH the minimum volume warrants are satisfied at 70% of 1 and 2.

D. **Where no single criterion is satisfied, but where B, C1 and C2 are satisfied to 80%**.

E. **Other Criteria to be considered:**
   a. The need to control left-turn conflicts
   b. The need to control vehicle/pedestrian conflicts
   c. Sight distance restrictions
   d. Where equal approach volumes exist and would improve operation

**MUTCD Cautions against using stop signs for speed control**

Many people believe that stop signs reduce speeding on residential streets, when in fact the opposite has been observed. Traffic and safety engineers note that drivers may actually increase their speeds between signs to compensate for the time they lost by stopping. Unnecessary or
unwarranted stop sign placement is likely to result in noncompliance; thus, resulting in more crashes, because of the expectations of all vehicles stopping.

Another popular misconception is that stop signs act as a deterrent for cut-through residential traffic. Studies have not only revealed that speeds are affected for only 100 to 150 feet before and after stop sign placement, but traffic volume remains unchanged as well. In addition, too many stop signs can cause drivers to ignore the right-of-way rule or some drivers may simply choose to ignore the stop sign.

Additional negative concerns include additional traffic noise due to deceleration and acceleration at the intersection, unnecessary vehicle delay and added vehicle emissions due to the delay caused by an unwarranted stop.

(For additional information see MUTCD - Section 2B.07)