

URBANA TRAFFIC COMMISSION
Tuesday, March 10, 2015

MEMBERS PRESENT:

Craig Shonkwiler, Assistant City Engineer
Pat Connolly, Police Chief

MEMBERS ABSENT:

Michael Madigan, City Council Member, Ward 6, Chair

OTHERS PRESENT:

John Collins, Operations Manager

The meeting began at 4:09 p.m.

Additions to the agenda:

There were no additions to the agenda.

Approval of Minutes:

Pat Connolly moved to approve the minutes of the January 13, 2015 meeting. Craig Shonkwiler seconded the motion. The Commission voted 2-0 to approve the minutes of the January meeting.

Public Input

Those wishing to provide input preferred to do so at the time the topic was discussed.

New Business

Item #1- Discussion of draft parking restriction policy.

Craig Shonkwiler summarized the development and content of the Traffic Issues/Concerns Request Form, which was created to help document inquiries about traffic within Urbana. He mentioned that once the form had been reviewed, it would appear on the City's website and be distributed to City departments.

Pat Connolly asked how the information would be collected.

Barb Stiehl indicated that the requests would be into a spreadsheet and any action taken would be recorded in that spreadsheet.

Pat Connolly favored this approach to provide an historical record of traffic items discussed and the responses to those items.

Craig Shonkwiler stated that it would provide a way to track issues that may be handled by staff action. He also mentioned that the spreadsheet would tie into the pending list for the Traffic Commission so pertinent items

would go before the Traffic Commission, but would be reviewed by staff to respect the public's time and avoid bringing them back for numerous meetings. Mr. Shonkwiler continued that staff could contact individuals to gather more information and handle some situations without going to Traffic Commission, but citizens would always have the right to address the Traffic Commission if they deemed that action necessary.

Barb Stiehl reviewed the requests for parking restriction policy. She stated that the purpose of the policy was to provide residents with direction when asking for parking restrictions to be added or removed along a street within their neighborhood.

Craig Shonkwiler pointed out that the policy was not for situations where an individual area or single address was being considered nor was it for an area where public safety was a concern. He said that public safety issues would not require a petition or approval of neighbors since those restrictions would be implemented to protect all users of the street. He added that the policy gave some specific guidance to those wishing to control parking within a neighborhood.

Ms. Stiehl also pointed out that this policy would not be used for the West Urbana Parking District.

Mr. Shonkwiler stated that the policy would go to the Finance Department for review and come back to the next meeting of the Urbana Traffic Commission.

Pat Connolly asked if this required Council approval.

Barb Stiehl said that this was an internal policy and did not require Council approval.

Pat Connolly asked what would happen if a majority of the residents wanted the restriction.

Craig Shonkwiler stated that the policy allowed for a petition to be circulated to determine whether or not the residents would approve the changes in parking. He said that City staff would review their request if at least 60% of the residents were in favor of the changes. Mr. Shonkwiler continued by saying that staff would review the request to evaluate the impacts any changes in the parking would have regarding parking on adjacent streets and the impacts the restrictions would have on public safety in those areas before sending the item to the Commission.

Unfinished Business

There was no unfinished business.

The meeting adjourned at 4:32 p.m.

The next meeting will be held on Tuesday, April 14, 2015 at 4:00 p.m. at the Urbana Public Works Department, 706 South Glover Avenue, second floor conference room.

Respectfully submitted,
Barbara Stiehl
Recording Secretary