



# TRANSPORTATION & PARKING COMMISSION

## MEETING AGENDA

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**Date:** August 14, 2019  
**Time:** 7:00 p.m.  
**Location:** Council Chambers – Village Hall  
801 Burlington Avenue

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- I. Call To Order
  - II. Roll Call
  - III. Approval of March 13, 2019 Meeting Minutes and June 12, 2019 Meeting Minutes
  - III. Public Comments – General Topics or Issues NOT on Tonight’s Agenda
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**1. File # 6-19 Barrett Street and Saratoga Avenue – Parking Revisions**

**Action Requested:** Discussion and Approval

**Description:** Staff is initiating this request, based on discussion with School Staff and local residents. Staff is recommending this action and requesting APPROVAL from the Commission to revise parking ordinances to allow for parking during pick up hours.

**1. File # 7-19 Washington Street and 41<sup>st</sup> Street – Traffic Control Revisions**

**Action Requested:** Discussion and Approval

**Description:** Staff is initiating this request, based on neighborhood traffic study 6 follow up and feedback from local residents. Staff is recommending this action and requesting APPROVAL from the Commission to revise the two way stop to an all way stop.

IV. Old Business

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V. Communications

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VI. Adjourn

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*This is a tentative regular meeting agenda that is subject to change.*

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**TRANSPORTATION AND PARKING COMMISSION**  
**Minutes – March 13, 2019**  
**Council Chambers – Village Hall**  
**801 Burlington Avenue, Downers Grove**

Chairwoman Dunne called the March 13, 2019 meeting of the Transportation and Parking Commission to order at 7:10 P.M. and led the recitation of the Pledge of Allegiance.

**ROLL CALL**

**Present:** Chairwoman Dunne, Commissioners Wrobel, Wilkinson, Schiller, Saricks, Carter, Jenkins

**Absent:**

**Staff:** Public Works Traffic Engineer Will Lorton, Officer Fisher, Public Works Administrative Secretary Andrea Banke

**Visitor Roster:** Dave Peterson, Joe Doll, Shea Sullivan, Julianne Green, Eric Meyers, Kristin Clancy, Kendra Meyers, Julie Ovalle, Elaine McDermott, Kim Breier, Angela Suggs, Noelle Schwartz, Patrick, Cruise, Piotr Gubernat, Leonard Fili

A quorum was established.

Chairwoman Dunne reviewed the procedures to be followed for the meeting, explaining that the Commission will forward a recommendation to the Village Council for approval.

**APPROVAL OF JANUARY 9, 2019 MINUTES**  
**COMMISSIONER JENKINS MOVED TO ACCEPT MEETING MINUTES AS PRESENTED. COMMISSIONER SCHILLER SECONDED THE MOTION.**

**ALL IN FAVOR. THE MOTION PASSED UNANIMOUSLY BY VOICE VOTE 4:4.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

No public comment on non-agenda items.

Chairwoman Dunne proceeded to files on the agenda.

**File #2-19 Lester School – Traffic Control Revisions**

Traffic Engineer Will Lorton said request is presented to staff based upon school reaching out through petition. There have been improvements over the last 2 years with parking to help circulation and there are very few restrictions already in the area. There is no parking during the drop off and pick up times, as well as additional no parking from 7-9 in some other locations, and a temporary road closure one way presently on Lincoln Ave restricting westbound traffic and allowing only eastbound traffic. Lester school is petitioning to create a one-way street on Indianapolis during pickup and drop off hours, as well as Florence, and prohibiting U-turns on Florence. Staff reviewed data and worked with the school, and staff recommendation is to

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implement a one-way during pickup and drop off times at Indianapolis and Fairview to Florence. Due to the timing of this falling toward the end of the school year, staff would like to create a pamphlet to hand out to parents regarding the ordinance change over the summer to be implemented in the fall. Until then staff will work with school staff to provide these documents to students, parents, and residents of the area to familiarize them with the proposed changes. Staff is requesting to implement the changes of one-way on Indianapolis Ave. from Fairview Ave. to Florence Ave. during 8am-9am and 2:30pm-3:30pm. Staff is recommending additional signage on Florence Ave. for no U-turns. These would go into effect at the end of the school year.

Chairwoman Dunne asked Mr. Lorton to remind everyone of the modifications that were made when this subject last came up a year or two ago.

Mr. Lorton responded that modifications were made on Indianapolis Ave. to prohibit parking on the south side of the street. The issue was with parking on both the north and south side significantly narrowing the street making it hard for traffic to get through. The removal of the parking still creates an issue since there are stone shoulders and ditches in the area, so that when cars are parked on the north side, two-way traffic cannot get through and it becomes a larger issue with buses traveling that way.

Chairwoman Dunne is concerned about how it will impact cars coming off of Fairview and going east.

Mr. Lorton stated they would be re-directed to Lincoln.

Chairwoman Dunne brought up concerns the school listed in their letter in reference to double-parking.

Mr. Lorton stated that would be handled by the pamphlet and enforcement at the beginning of the next school year. It is an issue requiring more enforcement than signage.

Commissioner had a question regarding nature of signage at each end of Indianapolis.

Mr. Lorton stated there would be two signs on the corner of Fairview & Indianapolis: a permanent no right turn sign from Fairview as well as a temporary sign with a barricade that the school will move into and out of the street as necessary. Additional sign at Fairview that is right turn only during pickup and drop off hours. There is a similar arrangement at Florence to prevent a left turn.

Chairwoman Dunne stated she is generally opposed to doing directional one-way traffic due to the negative impact it can have on the neighbors there, but since Lincoln is already a one way, this completes the pair. Glad to hear staff is going to provide procedures to parents.

Mr. Lorton stated that resident at corner of Fairview and Indianapolis called to say they had no opposition to this and there was an email received from another resident with concern about potholes and that could go either way.

Commissioner concerned about backup at Indianapolis for westbound traffic for left-hand turns.

Mr. Lorton responded that left-hand turns are not allowed during those times and they must turn right only.

Commissioners questioned creating left turns at light for those going south or west.

Mr. Lorton stated those going south would need to circulate out of parking area.

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Commissioner questioned volume of traffic coming out of school making turns. Mr. Lorton stated he did not have turning counts at Fairview and Lincoln. Presently restricted so there should be no one turning left there.

Commissioner questioned if drop off on designated right-of-way could be a consideration for relieving traffic congestion on Lincoln.

Mr. Lorton stated it is zoned west of Florence for drop off during afternoon peak period. Does not think it's wide enough to support it. Commissioner thinks more long-term permanent solutions on school right-of-way should be utilized. Mr. Lorton responded any large restructuring by the school would impact stormwater requiring a lot more work and possibly causing more issues. Mr. Lorton stated staff is maximizing what can be done in the Village right-of-way and also providing literature to teach parents proper procedure for pickup and drop off area. Commissioner thinks all the changing signage is confusing and that expanded right-of-way and pickup and drop off area is something to further investigate and pursue.

Commissioner asked about other situations like this within the Village, how it was resolved, and how people responded and adjusted to it.

Mr. Lorton stated that Lincoln Ave. was the last one brought to TAP in 2011 or 2012, prior to his working at the Village, and it was implemented. School is greatly in favor of it remaining and there have been no issues with it. Mr. Lorton expects some issues initially when implemented, but believes as long as staff is providing educational materials to the school for the parents that it will work out.

**CHAIRWOMAN DUNNE OPENED UP THE PUBLIC COMMENT PERIOD**

No public comment.

**CHAIRWOMAN DUNNE CLOSED PUBLIC HEARING AND OPENED DISCUSSION AMONGST THE COMMISSION**

**WITH RESPECT TO FILE #2-19, MR SCHILLER MOVED TO MAKE THE RECOMMENDATION AS SHOWN.**

**SECONDED BY MR. SARICKS WITH THE ADDENDUM THAT THE LITERATURE AND TRAINING MATERIALS ALL BE IN PLACE BY THE SCHOOL YEAR.**

**ALL IN FAVOR. THE MOTION PASSED UNANIMOUSLY BY VOICE VOTE 7:0.**

**File #3-19 Carpenter Street at Carol Street Petition - Discussion**

Mr. Lorton stated this item is presented in response to a resident petition from 2018. Staff completed traffic counts of the intersection in the petition. There was additional concern for other intersections in the area, so staff expanded the look. The petition represents Carol & Carpenter, but will be expanded to include a few other intersections later in the year. Looking at each intersection individually as well as a network and whole, other locations were included and staff is looking for resident feedback. The pedestrian counts will be completed when there are more students walking to and from Kingsley. Existing data on Carol & Carpenter shows the counts do not meet the requirements for an all-way stop. Presently, Carol St. & Carpenter is stop controlled in the east west directions. The petition requested an all way stop which prompted the

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count. Carol St. is approximately 19 ft wide, classified as a local street, carrying traffic east west. Currently west of Carpenter there are parking restrictions 7am-4pm due to the proximity to the high school. Carpenter street is approximately 24 ft wide, classified as a local street, carrying traffic north south. North of Carol street, the west side is no parking anytime. North of Carol street the east side is restricted parking 7am-4pm. South of Carol street restricted parking 7am-4pm. All parking restrictions here are due to the proximity of the high school. Crash data shows only 3 crashes since 2005, one single car crash, one rear end, and one parked vehicle crash. The ADT's for Carol are between 47-134 which do not meet the peak volume required for the all-way stop. The percentile on Carpenter does exceed 30mph. Staff will be providing info to PD for enforcement. The driver feedback sign will be placed for southbound traffic coming from 63<sup>rd</sup>. Additional resident concerns from the area were received as staff began to expand the locations.

Staff is recommending to look at each intersection individually and follow up later in the year once pedestrian counts have been collected. The two additional intersections on Norfolk are stop controlled one way, the concern is adding stop control all-way at those as well. Staff placed on the agenda resident feedback of the area in general.

Commissioner and Chairwoman Dunne clarified items on agenda. Driver feedback signs are temporary and usually up for 2-3 weeks or a month at a time depending upon location and request. Speeding concerns will be addressed by PD.

## **CHAIRWOMAN DUNNE OPENED UP THE PUBLIC COMMENT PERIOD**

### **PUBLIC COMMENT ON AGENDA ITEMS**

1. Shea Sullivan 1050 Carol St.: At intersection of Carol and Carpenter on the northeast corner and started the petition. Living room window and driveway are on Carpenter, has 3 children. Neighborhood has changed and there are tons more children. Wants overall better traffic control. What is currently there is not adequate. Stands outside every day watching cars speed by, barely stop at Norfolk, and go flying to 63<sup>rd</sup>. Sees cars come off of 63<sup>rd</sup> to avoid light at Main and whip around Carol straight to Main where there are 18 kids just on that block alone. Wants all area resident concerns taken seriously and new measures implemented and not dragged out.

2. Julianne Green 1133 Norfolk St.: Has been there since 2012 and has been calling Village in the past 6 years to discuss traffic on Norfolk Main to Dunham. There are no sidewalks on south side of Norfolk. Two doors down from elementary school and children do not have a safe way to walk to school. They have to cross street where there is no crosswalk or stop sign and walk through neighbor's yards to get to school. If raining or snowy they have to walk in the street due to swails. On south side of Norfolk from Carpenter to Saratoga there are 16 children who don't have a sidewalk to walk to school. Kids walk through her front yard but should not have to do that. No crosswalk at the corner of Saratoga & Norfolk, no crossing guard, and no permanent crossing guard at Barrett and Norfolk, and Powell has crossing guard capable of doing her job 50% of the time. Kids are small and when cars are lined up to pick up children, they cannot see the kids who are walking. People who live 4 doors down from Kingsley drive their kids to school to get them to and from safely. Neighborhood population is booming. 545 signatures for considering sidewalks on the south side of Norfolk and a stop sign at Norfolk and Saratoga, and other traffic and safety constraints for the children. Thinks old trees should come down to accommodate a new sidewalk. Has called regarding sewer restructuring and told

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sidewalks not considered due to budget constraints. Swails are so steep 3 cars have gone into her ditch. Swails have been redone 3 times so budget that wasn't there for sidewalk has gone into re-engineering the swails which are difficult to walk around. Has copies of signatures for petition.

Commissioner asked if pavement markings are adequate and in good shape. Resident replied that there are not adequate pavement markings and the ones that are there cannot be seen and used due to parked waiting cars.

3. Noelle Schwartz 1031 Norfolk St.: Has 3 kids ages 10, 7, and 2. According to IL state report card Kingsley has increased enrollment by over 15% in the last 3 years. Old houses on large lots are being replaced by two homes increasing population density. Wants Village to recognize the need to increase traffic safety based on the increased traffic in the area. Kingsley is one block from South high school which has an enrollment of 2700 students. Add in Kingsley students and there are over 3100 students commuting every day to and from both schools. Most of these kids are going during start and dismissal times. Norfolk is the main and most traveled road to Kingsley and South high. Traffic is not safe and laws are being broken. Sees busses without stop signs out loading and unloading children. Terrible accident happened on Norfolk to elderly couple who walk the neighborhood. Man had hit and run and he may not recover. No record found online or in the paper about this accident.

4. Kristin Clancy 6660 Barrett St.: Has a 2<sup>nd</sup> grader at Kingsley. Lives 2 blocks south of Kingsley. Walks with son every day. Cars illegally pass buses daily. Have unique traffic issues due to being by south high and reckless driving. Ideas for implementation: more crossing guards am and pm, crossing guard able to assist during all weather conditions, police presence after school, 4-way stops at Norfolk and speed bumps, better signage at Norfolk and Saratoga for westbound drivers, and Norfolk and Powell for eastbound drivers warning about busses. Wants sidewalks installed so pedestrians are not walking in the street.

5. Kim Breier 1027 Adelia St.: A 2 block street one block south of Main and 63<sup>rd</sup> behind Teddy's. 23 school aged children on her block, 35 school aged children total on Adelia St. During 2-6pm she has to stand at the edge of her driveway and scream at cars trying to miss the light at Main and 63<sup>rd</sup>. Serves as the PTA president at Kingsley. During drop off and dismissal hundreds of people are walking the streets of the neighborhood. Wants to know why more attention isn't being given around their school.

6. Patrick Cruise 6340 Saratoga: Concerns: Norfolk – 8am to 3pm – Norfolk is a dragstrip. Changed his work schedule a year ago to take child to and from school. Sees quite a few drivers pass the stopped school buses. Short terms fix: increase signage, striping, hiring someone for pm shift at corner of Barrett to make sure cars don't pass school busses. Get a 3 way stop at Norfolk and decrease speed of vehicles going eastbound.

7. Joe Doll 1124 Carol St.: Retiree in neighborhood. Agrees with everything everyone has said prior to him. States high schoolers driving down Norfolk are dangerous. Carpenter & Carol has a house on SE corner with bushes and big trees that make it hard to see if heading westbound on Carol. Dangerous corner. Trees need to be pruned.

8. Eric Meyers 1100 Carol St.: Intersection southbound on Carol from Carpenter there is a line of trees making it hard to see. A 4-way stop would make it easier and safer to cross there. Questioning data collection source that 4-way stop is not needed. Petition signed over a year ago

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for 2 stop signs on Carol and Carpenter. Cars going over 30mph and wants to know how fast they are going. Strongly urges commission to do additional data collection to put stop sign in place. Wants this to go quickly due to dire need for stop signs.

9. Leonard Fili 1015 Norfolk St.: Bought the house 10 years ago, has two children. Norfolk 7am-8:30am you cannot go east on Norfolk due to traffic. Accident that happened with elderly man in neighborhood was his dad, and it happened on a Saturday when he was at the edge of the street picking up his mail. Picks up his kids every day from school because it is not safe for them to walk due to traffic. Neighborhood is more crowded and traffic is getting worse. From November when the accident happened, has never heard what happened as far as his dad's accident. His dad was in Good Sam for 2 months and now is in nursing home. Wants help finding out how to find who did the hit and run accident to his dad. Has \$5000 reward and wants to work with PD.

10. Elaine McDermott 1480 Concord: Questions: spots included for additional pedestrian counts – is Powell & Norfolk included? Mr. Lorton stated it is not included because there is a crossing guard at that location. Ms. McDermott is requesting a traffic count there due to that is where kids get on and off buses. Wants a police officer there to ensure cars do not pass buses. Crossing guard is not enough. Wants a 4-way stop there to help avoid cars passing buses. Wants to know if “horse” (barricade) in the middle of the crosswalk will help slow down cars during times of high traffic in addition to crossing guard as a short-term solution. Other question is what does the commission take into account in addition to traffic numbers?

Mr. Lorton stated traffic volume is considered for stop control, not speed. Placing additional stop signs where they are not warranted will result in drivers getting frustrated and rolling through stop signs not stopping creating unsafe conditions for pedestrians that think they have a safe crossing, but do not. Additionally, they look at crash data for correctable crashes such as angles. Ms. McDermott wants others signs and barriers to slow drivers down. Thinks Kingsley is unique being only a block away from the high school. Wants to make sure the Village is taking account everything – that there are many inexperienced high school drivers around Kingsley.

Commissioner question: Does crossing guard have a sign she can put in the intersection. Resident replied she only has a stop sign that she carries.

Another resident stated that a sign in the road will be hit by drivers trying to get around parked buses.

Ms. McDermott thinks that anything that can slow down traffic will be helpful.

11. Julie Ovalle 1134 Adelia St.: Has lived there since 2006. She has 4 boys, kindergarten through 4<sup>th</sup> grade. There are about 40 kids on the 2 blocks of Adelia. Older kids walk to school and sees them almost get hit by a car every day. Drives 1<sup>st</sup> grader because it's not safe for him to walk. Has been trying to get an additional crossing guard at Kingsley for the past 2 years. One crossing guard who walks with a cane is not adequate. In the summertime Kingsley has 2 active baseball fields and there are also sporting events at Downers South creating a lot of traffic. The high school has stop signs and speed bumps, but the elementary school has nothing. Feels there are a lot of extenuating circumstances that make their school unique and need to be considered rather than just numbers on paper.

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12. Name not given: Came back up to state that Mr. Lorton told her the numbers are not there to warrant a 4-way stop. Thinks that other circumstances need to be taken into consideration before something regrettable happens.

13. Dave Peterson 1046 Carol St.: Lives at intersection of Carol & Carpenter. Moved into home in 2012 and selling factor was that it was 2 blocks away from the school. When son started kindergarten this year he noticed there is not a stop sign to cross Carpenter. Problem with cars cutting through from 63<sup>rd</sup> to get to Main. No sidewalk on east side of Carpenter with drainage ditches. Kids are forced to cross Carpenter with no stop sign. Being so close to a grade school and all they're asking for is a couple of stop signs to prevent tragedy.

14. Piotr Gubernat 1113 Norfolk St.: Lives 2 doors down from Julie and Noelle. The three circles on the diagram are a disaster waiting to happen. Correlation does not mean causality and just because they don't have the traffic numbers doesn't mean there isn't going to be an accident. Lives 5 doors down from the school and drives kids to school every day. There are no sidewalks or stop signs and high school kids treat Norfolk like it's a drag race. Wants speed bumps, more crossing guards, more police presence – something, anything to improve the situation. Wants to know if residents need to put in the sidewalks and speed bumps themselves.

**No more public comment**

**CHAIRWOMAN DUNNE CLOSED PUBLIC HEARING AND OPENED DISCUSSION AMONGST THE COMMISSION.**

Chairwoman Dunne has questions for Will: Who provides crossing guards?

Mr. Lorton said crossing guards go through PD. Staff does counts for where crossing guards are required. There are some outstanding locations where staff has recommended crossing guards be places, but there are vacancies that are not filled. PD is covering some locations at some schools to cover vacancies where there is no one applying to be crossing guards. Removed one of the crossing guards at Kingsley at Powell & Dunham because it is an all way stop with only 2 children crossing there. Hard for PD to cover all the crossing guard vacancies.

Chairwoman Dunne asked what sort of training is required to be a crossing guard?

Office Fisher responded that crossing guards receive in house training at the police department consisting of a few hours as well as some training on the scene with an office.

Chairwoman Dunne makes the recommendation for a crossing guard at Kingsley.

Chairwoman asked why the hit and run accident involving the elderly man in the neighborhood was not online or in the newspaper.

Officer Fisher stated he does not have that information and is unfamiliar with the accident. PD does not typically put a press release out unless it is a major case.

Chairwoman Dunne asked if the gentleman who's father was hit can get information on the accident.

Officer Fisher stated he can fill out a FOIA and receive the report and information.

Resident questioned why the police don't put out a press release for an accident.

Officer Fisher responded that he does not have the information for that protocol on hand.

Commissioner asked about the 3 crashes since 2005 and if the database includes pedestrian injuries and accidents.

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Mr. Lorton stated that it does include pedestrian accidents but is by intersection and there is a lag time of about 6 months to a year from when the accident occurred to when it appears in the data.

Chairwoman Dunne confirmed that as scope widens that crash data will also be included. Mr. Lorton confirmed this.

Chairwoman asked if there is an official school zone in front of school.

Mr. Lorton stated there is a bus zone and custom signage regarding stopping for buses.

Chairwoman Dunne asked to make sure that signage is compliant and that the one on the ground is re-posted. Mr. Lorton confirmed this.

Chairwoman Dunne asked if bus drivers have been recording license plate numbers to pass along to PD. Commissioner asked if buses have dash cams to record vehicles passing buses.

Commissioner stated there are some missing elements for safe routes to school, specifically at Adelia and Carol. Stated that in the absence of staff there to cross them, measures must be taken to come into compliance with safe routes to school.

Chairwoman asked if there are long term plans in place to put in sidewalks or if residents have the ability to put in sidewalks where there are none available to them.

Mr. Lorton stated he would have to look into that. Previously the Village was trying to get sidewalks on every street on at least one side of the street, and that about 95% of streets have sidewalks on at least one side.

Commissioner brought up cut through traffic coming from 63<sup>rd</sup>. Wondering if Village can look into no right hand turns during school hours to cut down on traffic.

Mr. Lorton stated that 63<sup>rd</sup> is County right-of-way and any signage has to be approved by County.

Commissioner asked about speed radar signage to help slow people down on Carpenter and Carol. Mr. Lorton stated those signs are being put into place on both those streets.

Chairwoman Dunne likes the turn restriction idea off of 63<sup>rd</sup> St. Definitely wants to look into that and get County approval for signage.

Commissioner asks for stop sign request to be revisited as counts are completed.

Chairwoman Dunne brought up landscaping on corner of Carol & Carpenter and that there is something in code that property owner has to trim back. Requesting code enforcement to look into that.

Commissioner asked about getting police presence out at Kingsley on a short-term basis. Officer Fisher replied that currently this location is on their directed patrol list so all the day shift officers have directed patrol to patrol this area specifically during school hours.

Commissioner asked if pavement marking can be included in budget for upcoming year for all schools where making needs to be re-done as well as coordinating with sidewalk group to put in new sidewalks. Mr. Lorton stated that staff will investigate it. Commissioner wants stop sign put

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in place in light of the serious accident that occurred. Wants to have PTA reach out to help fill crossing guard positions.

Chairwoman clarified that direction Mr. Lorton is looking for from the board tonight is approval for traffic study in the neighborhood and specific intersections.

Mr. Lorton stated that as of now, the recommendations would be for looking into crossing guard counts, sign compliance, possibility of bus drivers reporting passing cars, no right turn off of 63<sup>rd</sup>, sight distance for code enforcement, additional striping as necessary, and investigation for staff to add sidewalk – all in addition to pedestrian counts at these and 5 other locations.

Chairwoman asked for thoughts on how to prevent high schoolers from using these roads.

Commissioner stated that PD should target enforcement and issue tickets.

Mr. Lorton stated there is targeted enforcements by PD in the area.

Commissioner asked amount of ticket for passing school buses.

Officer Fisher responded he does not know exactly but believes it's substantial and around \$250.00.

**WITH RESPECT TO FILE #3-19, MR. SCHILLER MADE A MOTION THAT AS STATED BY STAFF, WITH ADDITIONAL PROVISOS THAT WERE DISCUSSED AND RECORDED, BE INCLUDED IN THE RECOMMENDATION TO COUNCIL.**

**SECONDED BY MR. CARTER.**

**ALL IN FAVOR. THE MOTION PASSED UNANIMOUSLY BY VOICE VOTE 7:0.**

**DISCUSSION OF OLD BUSINESS:**

No old business to discuss.

**COMMUNICATIONS:**

No communications to report.

**ADJOURN**

Chairwoman Dunne adjourned the meeting at 8:41 PM.

Respectfully submitted,

/s/ Andrea Banke  
Recording Secretary

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**TRANSPORTATION AND PARKING COMMISSION**  
**Minutes – June 12, 2019**  
**Council Chambers – Village Hall**  
**801 Burlington Avenue, Downers Grove**

Chairwoman Dunne called the June 12, 2019 meeting of the Transportation and Parking Commission to order at 7:04 P.M. and led the recitation of the Pledge of Allegiance.

**ROLL CALL**

**Present:** Chairwoman Dunne, Commissioners Wilkinson, Schiller, Saricks

**Absent:** Commissioners Wrobel, Carter, Jenkins

**Staff:** Public Works Traffic Engineer Will Lorton, Officer Fisher, Public Works Administrative Secretary Andrea Banke

**Visitor Roster:** Ian Knorr

A quorum was established.

Chairwoman Dunne reviewed the procedures to be followed for the meeting, explaining that the Commission will forward a recommendation to the Village Council for approval.

**APPROVAL OF MARCH 13, 2019 MINUTES**  
**NO MEETING MINUTES TO APPROVE.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**  
No public comment on non-agenda items.

Chairwoman Dunne proceeded to files on the agenda.

**File #4-19 Forest Avenue – Parking Revisions**

Traffic Engineer Will Lorton reported File 4-19 was initiated by the Library and a letter of support was included in the TAP packet. The library is looking to relocate their book drop from the east side of the building to the west side. Presently it's in an alley and disrupts circulation from the parking lot to Curtiss. The change will allow for increase in circulation and faster completion of book drop for the library. The two spaces recommended to be revised are 3-hour parking. Proposed revision is to make the north stall an ADA stall, and the south stall one 15-minute stall. Staff has no issues with this and would like to proceed with recommendation for approval pending the finalization of the new book drop location.

**CHAIRWOMAN DUNNE OPENED DISCUSSION AMONGST THE COMMISSION**

Chairwoman Dunne asked if there are other 15-minute duration parking spaces throughout downtown. Mr. Lorton confirmed this to be true stating typically there is one per block, and this block does not have one. Chairwoman Dunne asked if staff has any issues with cars on Forest

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Ave. if cars are turning over more often than they are with the 2-3 hour spot. Mr. Lorton stated there should be no issues.

Commissioner questioned why the ADA spot is not closer to the library.

Mr. Lorton stated it is closer to the ramp. If the first space is the 15-minute stall and second space is the ADA stall, then major curb work would have to be done. As shown, they can access the crosswalk ramp.

Commissioner asked if the two drop off boxes on the west side when walking down to the ramp by the doorway are the new ones or will they be closer to the street? Mr. Lorton stated he is unsure where they will be.

Commissioner asked since two parking spots will be taken away, can the library give up two spaces in the parking lot? They currently have two – 15 minute spots, and two handicapped spots. Mr. Lorton stated the library only asked for the 15-minute space. The ADA stall was a recommendation of the Village and the library staff. As part of the downtown study this lot will be looked at more thoroughly. Mr. Lorton believes the number of ADA spaces are three adjacent to the library, one or two in the northeast corner, and he believes that one extra ADA space is required. If the revisions of the downtown traffic study make that meet instead of exceed, they would look at getting a net two new spaces in the lot, so essentially those two spaces would be replaced. The Commissioner stated that something should be done in the meantime because taking one ADA parking spot out of the lot creates two parking spaces.

## **CHAIRWOMAN DUNNE OPENED UP THE PUBLIC COMMENT PERIOD**

### **PUBLIC COMMENT ON AGENDA ITEMS**

1. Ian Knorr, Operations Director for the DG Public Library: Met with Will to discuss this early within the year. They have the ADA spots in the lot, but it is difficult for people with disabilities to navigate, especially in the wintertime. By putting the ADA stall in the street, they are able to move the book drop closer to the street to serve as more of a drive up and drop off, and are also giving ADA accessibility so people can navigate the ramp to the handicapped entrance which is not such a steep grade and also easier for elderly patrons. Originally, they wanted to do something on Curtiss, but putting in one ADA spot takes up three regular spaces and downtown parking is already difficult to contend with, so this is the best outcome solution to serve the community, public, and patrons.

Commissioner asked about drop relocation if both of the ones off of the alley on the east side will be moved over. Ian responded that both will be closed up and signage put up stating they have been relocated. There is a permit application in with Stan Popavich for the book drop to be located at Forest right before the ramp for ADA door, and they plan to move one of the book drops by the ADA door all the way out so it is all the way almost by the main walk. This will help clear up traffic in the alley.

Commissioner asked if they plan to move any book drops on the south side. Ian responded they will keep one by the ADA entrance and the other one will move to be an all-purpose return, which will be the one closer to Forest.

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Commissioner asked if they need the three ADA spaces in the parking lot and the two 15-minutes? Ian said that he and Will discussed it and they are willing to give up some of those spots if they can go ahead and accomplish this because they think they will all be better utilized as proposed. Will stated that they are looking at those independently because the lot has to meet a minimum number.

**CHAIRWOMAN DUNNE CLOSED THE PUBLIC HEARING AND OPENED DISCUSSION AMONGST THE COMMISSION**

**WITH RESPECT TO FILE #4-19, MR. SCHILLER MADE A MOTION TO ACCEPT THE RECOMMENDATION AS STATED.**

**SECONDED BY MR. SARICKS.**

**ALL IN FAVOR. THE MOTION PASSED UNANIMOUSLY BY VOICE VOTE 4:0.**

**File #5-19 Brookbank Update**

Mr. Lorton stated the new segment of roadway from 59<sup>th</sup> to 61<sup>st</sup> that was not completed with the original subdivision has been completed. They took before counts last April, and followed up with similar counts this April to provide residents with an update on how traffic has changed. A lot of the traffic from Carpenter going south on 59<sup>th</sup> and cutting over to Brookbank to 63<sup>rd</sup>, has moved to Brookbank. The volume on that segment which used to be about 16 per day going the wrong way down the east side of the road has greatly increased. That was expected with the segment being completed and non-existent previously. Throughout the network of Brookbank and Carpenter, speeds have roughly remained the same. There was no dramatic increase in any speed with the exception of that segment that was previously zero. Some speeds south of 61<sup>st</sup> decreased. The residents of Brookbank were not notified about this meeting. They will receive this information via letter individually and can reach out Will with comments and concerns. Other than that, there have been no residents reaching out to Will with traffic issues. The only issue brought to his attention was striping at 59<sup>th</sup> and Brookbank for a crosswalk.

Commissioner questioned if there have been any sight line comments from residents. Mr. Lorton confirmed there had not. Chairwoman Dunne questioned if there was the potential for that? Commissioner stated there can be areas that are hard to see.

Commissioner stated that he was the one to request the re-striping due to it being part of a safe route to school. Mr. Lorton stated there is about \$45,000 to \$50,000 planned in the budget for re-striping in the Village this year.

**DISCUSISON OF OLD BUSINESS:**

1. Commissioner had question about follow up on Kingsley. Mr. Lorton stated they had taken counts and they do not meet the warrants for any of the all-way stops. He is working with the school to get a plan in place and met on site with them to discuss the signage they will be changing. Buses on Palmer have shifted to Norfolk so signage will be changed there. The dismissal times on Monday have changed to 2pm and are at 3pm for Tuesday through Friday which will require revisions Village-wide on any ordinances around schools. Working with the school staff to iron out the rest of the issues.

DRAFT

Commissioner asked if there were any additional crossing guards added. Officer Lilly stated they are working on getting more.

Commissioner asked if PD was enforcing speeding in the area. Officer Lilly stated that officers have been in the area, and few citations have been issued. Boy Scout troop sent PD a letter thanking them for their increased presence in the area and stating it has made a difference for safety. The police presence is also preventing cars from passing school buses.

Commissioner stated that that Kingsley PTA should get parents to help as crossing guards.

Commissioner asked with the budget this year, if the striping around the schools are going to be a priority. Mr. Lorton confirmed this to be true.

**Communications**

1. BNSF Metra town hall meeting is 6/20/19 at 7pm at the Lincoln Center.

Chairwoman asked what the specific focus of the meeting is. Mr. Lorton stated it would probably be similar to the Naperville one regarding overcrowding.

**ADJOURN**

**MR. SARICKS MOVED TO ADJOURN, SECONDED BY MR. SCHILLER.  
MOTION CARRIED UNANIMOUSLY BY VOICE VOTE 4:0.**

Chairwoman Dunne adjourned the meeting at 7:23 PM.

Respectfully submitted,

/s/ Andrea Banke  
Recording Secretary

**Public Works Staff Report**  
**File # 6-19**  
**Barrett Street and Saratoga Avenue Parking**

**BACKGROUND**

This item is being presented by staff per previous discussions near Kingsley School. Parents overflow the signed parking areas during pickup times and Staff is bringing this item for revision to provide locations for parents to stage while picking up their children at the end of the day.

Barrett Street is a north south roadway that is roughly 28 feet wide with parking restrictions of 7am to 4pm on both sides. Saratoga Avenue is a north-south roadway that is roughly 28 feet wide with parking restrictions of 7am to 4pm on both sides. Both roadways are local streets.

**STUDY**

Staff has reviewed the area and consulted with PD in the best way to move forward with enforceable revisions to allow afternoon pickup. Staff determined that following an adjacent ordinance of 7am to 1pm would be restrictive enough to prevent high school students from utilizing this area as offsite parking but would allow for parents to utilize these streets in the afternoon for pickup.

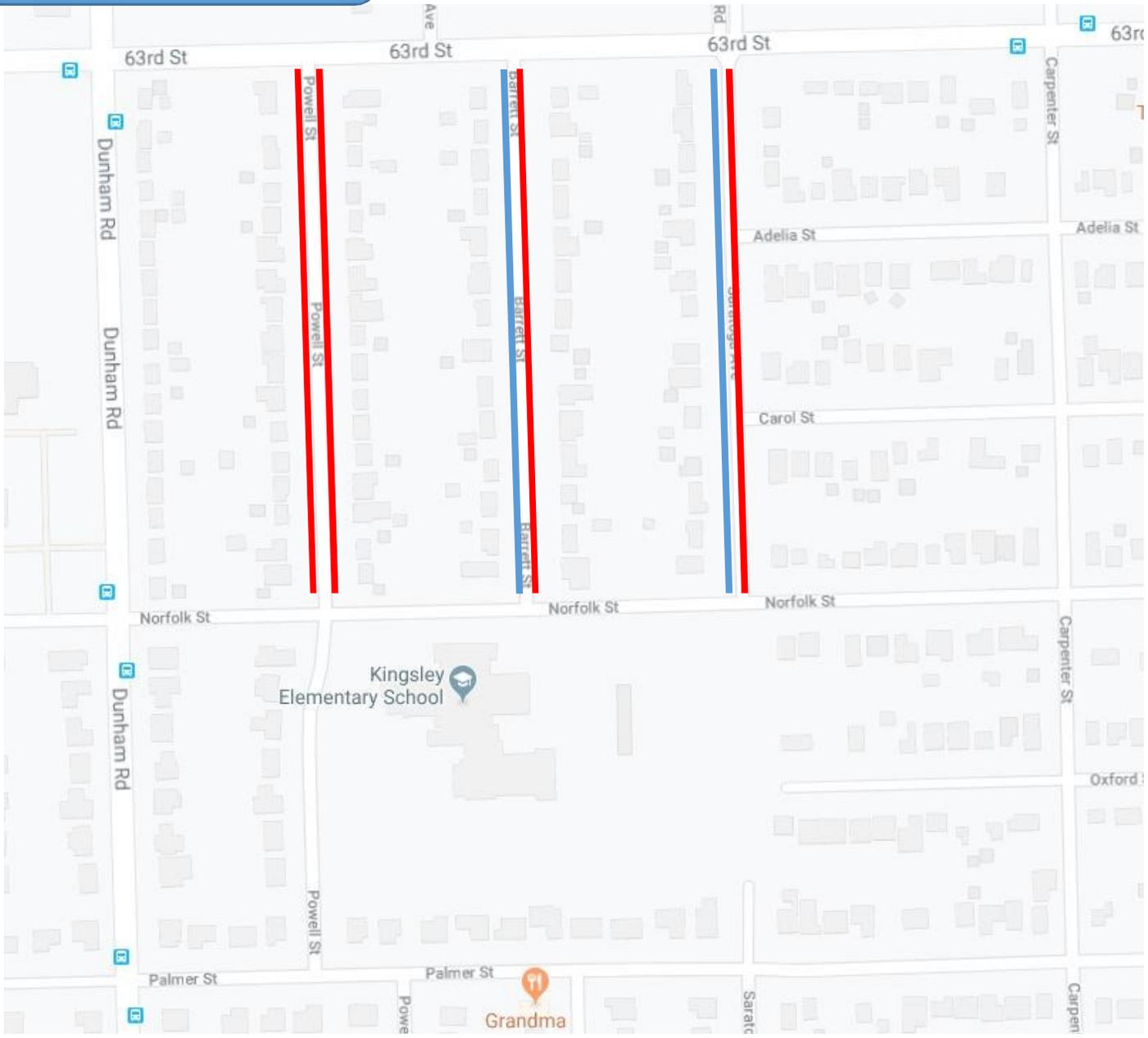
Staff has received many concerns from residents and school staff that this would rectify and give parents an adequate area to stage in the afternoon during pickup. Staff is recommending the revision of 7am to 1pm to replace the 7am to 4pm on the west side of Barrett Street and the west side of Saratoga Avenue. Exhibit 6-19 shows in blue requested locations to allow lesser restrictions.

**RECOMMENDATION**

Staff requests input from the Transportation and Parking Commission.

- **STAFF RECOMMENDS APPROVAL ON THE PARKING REVISIONS TO BARRETT STREET AND SARATOGA AVENUE.**

# EXHIBIT 6-19



**Public Works Staff Report**  
**File # 7-19**  
**Washington Street at 41<sup>st</sup> Street**

**BACKGROUND**

This item is being presented by staff as a follow up to Neighborhood Traffic Study 6. This item was discussed in the neighborhood traffic study but originally concluded on volumes that a two way stop is sufficient.

Washington Street is a north-south roadway that is roughly 26 feet wide with no parking restrictions. Washington Street is classified as a local street. 41<sup>st</sup> Street is an east-west roadway that is roughly 24 feet wide with no parking restrictions. The northeast corner of the intersection creates some sight distance issues.

**STUDY**

Staff has reviewed the area via multiple drives and site visits and determined that there is a sight distance issue that unfortunately falls outside of the Village Right of Way. In addition there have been resident concerns for this intersection since the neighborhood traffic study was completed.

Staff reviewed both existing count data from the neighborhood traffic study (Volumes not warranted and counts 24 hour without hourly breakdown, total counts do not meet threshold) and crash data. There were two correctable crashes that have occurred at this intersection previously. The site has sight distance issues due to obstructions outside of village right of way and roadway curvature.

Based on the sight distance issues and previous crash history, Staff is recommending converting this location to an all way stop.

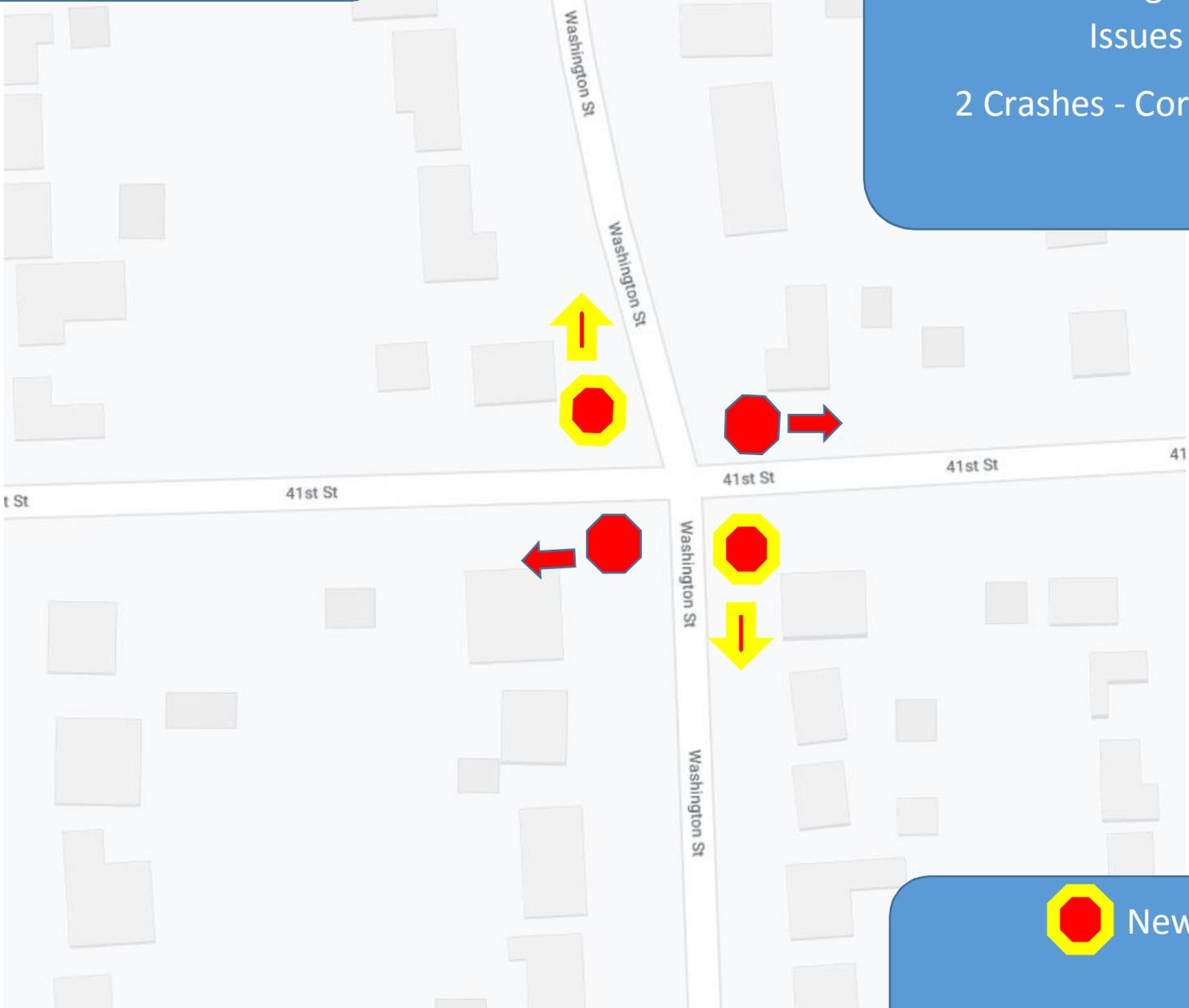
**RECOMMENDATION**

Staff requests input from the Transportation and Parking Commission.

- **STAFF RECOMMENDS APPROVAL AND REVISION FROM A TWO WAY STOP TO A FOUR WAY STOP ON WASHINGTON AND 41<sup>ST</sup> STREET.**

# EXHIBIT 7-19

NW Corner Sight Distance Issues  
2 Crashes - Correctable



 New

 Existing