



**CITY OF URBANA, ILLINOIS  
DEPARTMENT OF PUBLIC WORKS**

**ADMINISTRATION**

**MEMORANDUM**

**TO:** Bruce K. Walden, Chief Administrative Officer

**FROM:** William R. Gray, P. E., Public Works Director  
James M. Kelly, Operations Manager

**DATE:** October 6, 2005

**RE:** *Intergovernmental Agreement with the State of Illinois  
(Installation of Fold-Down Stop Signs)*

**BACKGROUND**

Recently, the Illinois Department of Transportation [IDOT] approved the installation of fold-down stop signs at intersections on State routes that are controlled by traffic signals. The fold-down stop signs are to be used in the event that the traffic signals become inoperable. With this approval, the City of Urbana will be able to quickly provide traffic control at signal-controlled intersections in the event that the signals are not functioning.

Attached please find a "Supplemental Agreement" that stipulates the conditions of this agreement. Staff is agreeable to these conditions. Staff has a procedure in place and already uses fold-down stop signs at city-controlled intersections.

**FISCAL IMPACTS**

The only fiscal impact will be the initial labor cost for the installation of the stop signs. The current sign inventory has an adequate number of fold-down stop signs required for these IDOT intersections. No additional monies for material are required.

**RECOMMENDATION**

It is recommended that "An Ordinance Approving and Authorizing the Execution of an Agreement with the Illinois Department of Transportation" be approved.

WRG:klf

Attachment: Supplemental Agreement

ORDINANCE NO. 2005-09-139

AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL SUPPLEMENTAL AGREEMENT WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION

(Installation of Fold-Down Stop Signs)

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Intergovernmental Supplemental Agreement between the State of Illinois Department of Transportation and the City of Urbana, in substantially the form of the copy of said Agreement attached hereto be and the same is hereby approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

AYES:  
NAYS:  
ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor



**Illinois Department  
of Transportation**

**INTERGOVERNMENTAL  
SUPPLEMENTAL  
AGREEMENT**

**SUPPLEMENTAL AGREEMENT**

This Supplemental Agreement entered in this \_\_\_\_ day of \_\_\_\_\_, A. D. 20\_\_\_, by and between the State of Illinois, acting through its Department of Transportation hereinafter referred to as the STATE, and the City of Urbana in Champaign County, of the State of Illinois, hereinafter referred to as the LOCAL AGENCY.

**WITNESSETH**

WHEREAS, the STATE and LOCAL AGENCY have entered into an intergovernmental agreement executed November 7, 2001, which sets forth certain provisions for LOCAL AGENCY maintenance of traffic control devices; and

WHEREAS, the Illinois Vehicle Code (625 ILCS 5/11-305) requires motorists to treat non-operating traffic signals as stop conditions in accordance to the applicable rules in making a stop at a STOP sign; and

WHEREAS, the LOCAL AGENCY desires to supplement non-operating traffic signals caused by power outages through the use of tripod mounted or permanently mounted folding temporary STOP signs; and

WHEREAS, the LOCAL AGENCY desires to incur the additional responsibility of installation, removal, and liability for the placement of temporary STOP signs; and

WHEREAS, the LOCAL AGENCY and the STATE are desirous of said modifications in the intergovernmental agreement in that the same will be of immediate benefit to the public;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree that:

Part 4, Scope of Service/Responsibilities, Item C, Maintenance Level shall be supplemented with the provisions specified in Exhibit C for the Placement and Use of Temporary STOP signs.

The LOCAL AGENCY agrees to hold harmless the STATE and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of Exhibit C.

All other terms and conditions of the original Intergovernmental Agreement between the STATE and LOCAL AGENCY described herein, not in conflict with this Supplemental Agreement shall remain in full force and effect. This Supplemental Agreement is a part of the original agreement and shall be attached thereof.

This agreement shall be binding upon and the benefit of the parties hereto, their successors and assigns.

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**CITY OF URBANA**

\_\_\_\_\_  
Laurel Prussing, Mayor

\_\_\_\_\_  
Date

**STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION**

\_\_\_\_\_  
Joseph E. Crowe, P.E.  
Deputy Director of Highways,  
Region Three Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Engineer of Operations

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Highways

\_\_\_\_\_  
Date

## EXHIBIT C

### INSTALLING TEMPORARY STOP SIGNS DURING POWER OUTAGES

1. Temporary STOP signs shall not be used except for emergency purposes.
2. Folding STOP signs shall not be opened to traffic while traffic control signals are operating.
3. Folding STOP signs shall be mounted on the near right signal post of each approach to the intersection. The signs shall be mounted a height of at least 5 feet, measured at the bottom of the signs to the near edge of pavement. The signs shall not be mounted so as to cause a hazard or impediment to pedestrians, persons with disabilities, or cyclists. The signs shall be standard R1-1 signs in conformance with the "Manual on Uniform Traffic Control Devices" and shall be a minimum of 30-inches by 30-inches in size. The signs, when in a closed position, shall be folded in the center from top to bottom and secured by a lock. The closed signs shall not show a message or logo.
4. Folding STOP signs shall be supplied with a lock furnished by the LOCAL AGENCY, and the STATE shall be provided a duplicate key.
5. A uniformed police officer shall be present when the STOP signs placed or folded STOP signs opened to ensure traffic compliance.
6. The uniformed police officer shall ensure the traffic signal controller is switched from a run mode to an all-red flash mode so that when power is restored, the signals shall flash red in all directions.
7. When power is restored, a uniformed police officer shall be present to ensure the STOP signs removed or folded STOP signs are locked in the folded position and then allow the signal controller to be switched to normal operation.
8. The LOCAL AGENCY shall be responsible for all costs of installing and maintaining the STOP signs.
9. The LOCAL AGENCY shall notify the STATE as soon as folded STOP signs are displayed and as soon as they are returned to the folded position.
10. Then Local Agency shall be responsible for the removal of the STOP signs if, in the opinion of the STATE, they are found to be the cause of operational problems or are not used in conformance with this exhibit.