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3 **DATE:** Tuesday, December 4, 2018
4 **TIME:** 4:00 P.M.
5 **PLACE:** Urbana Public Works Department, 706 South Glover Avenue

UNAPPROVED MINUTES

MEMBERS PRESENT:

Craig Shonkwiler, Assistant City Engineer
Bob Fitzgerald, Interim Deputy Chief

MEMBERS ABSENT:

Eric Jakobsson, City Council Member, Ward 2, Chair

OTHERS PRESENT:

Marvin Livingston, Cunningham Children's Home
Shannon Beranek, Civil Engineer, City of Urbana
David Jayme, Civil Engineer, City of Urbana

The meeting began at 4:00 p.m. In Mr. Jakobsson's absence, Mr. Shonkwiler assumed the chair.

Approval of Minutes:

Bob Fitzgerald moved to approve the minutes of the October 2, 2018 meeting. Craig Shonkwiler seconded the motion. The Commission voted 2-0 to approve the minutes of the October meeting.

Additions to the agenda:

Craig Shonkwiler moved to change the order of agenda and hear items 3 and 4 before item 1 to accommodate those in attendance.

Bob Fitzgerald seconded the motion.

The motion was approved 2-0.

Public Input

Those wishing to provide input did so as items were discussed.

1 **Unfinished Business**

2
3 There was no unfinished business.

4
5 **New Business**

6
7 **Item #1- Discussion of signage on Country Club Road, west of Division Avenue to North**
8 **Willow Road near the Cunningham Children's Home (1303 North Cunningham**
9 **Avenue).**

10
11 Mr. Shonkwiler discussed a request from Cunningham Children's Home for the installation of school
12 zone signage on Country Club Road after development occurs within the Cunningham Children's
13 Home property.

14
15 Marlin Livingston from Cunningham Children's Home explained that once the construction of a new
16 education facility was completed, students would load and unload from buses within the school
17 property. He said there would be little foot traffic since most students would either arrive by bus or
18 reside within the facility. He added that there would be gated courtyards for students during recess, but
19 he was concerned that a student might dart out into traffic. He clarified that no students would load or
20 unload onto a City street.

21
22 Mr. Shonkwiler asked if the school had contacted the Illinois Department of Transportation to ask for
23 signage on Cunningham Avenue.

24
25 Mr. Livingston said that he had not.

26
27 Mr. Shonkwiler asked how many instances of students darting out into traffic occurred last year.

28
29 Mr. Livingston said there were maybe two or three incidents per year. He said that delayed exits in the
30 new facility and a heavy staff presence would probably reduce the problem. He felt that the probability
31 of a student running out into traffic would be rare with the new safeguards.

32
33 Shannon Beranek discussed the City staff report. She explained that the City used the Manual on
34 Uniform Traffic Control Devices (MUTCD), along with the Illinois Supplement (ILMUTCD) to the
35 MUTCD for guidance when installing signage. Ms. Beranek stated that the proximity of the school and
36 the number of students travelling to and from the school were considerations when determining
37 whether signage should be installed. As mentioned earlier, she said that the loading and unloading of
38 students would occur within the school property. She noted that there were fences and a pond on the
39 grounds that created barriers to Country Club Road. In addition, she pointed out that there were few
40 students who walked to school. As a result, Ms. Beranek concluded that students did not use Country
41 Club Road to access the school so City staff would not recommend the installation of school zone
42 signage on Country Club Road.

43
44 Mr. Shonkwiler explained that the MUTCD criteria were used to provide consistent, uniform messages
45 for roadway users. He added that if there were any changes in proposed conditions, the item could be
46 revisited.

47

1 Mr. Shonkwiler moved to follow City staff recommendations and not install school zone signage on
2 Country Club Road.

3
4 Assistant Chief Fitzgerald seconded the motion.

5
6 The motion passed 2-0.

7
8 **Item #2- Discussion of signage on Division Avenue near the Cunningham Children's**
9 **Home.**

10
11 Mr. Shonkwiler said there would be no problem removing the school zone signage on Division Avenue
12 once the new education facility opened. He asked Mr. Livingston to contact him once the move had
13 been completed so the signage could be removed. He explained that the reason for installing school
14 zone signage on Division Avenue and not on Country Club Road. He said that the current loading and
15 unloading of students occurred on Division Avenue, but that the new plan would permit the loading
16 and unloading of students within the school property.

17
18 Mr. Shonkwiler moved to remove the school zone signage on Division Avenue once students occupied
19 the new facility.

20
21 Assistant Chief Fitzgerald seconded the motion.

22
23 The motion was approved 2-0.

24
25 Mr. Livingston asked that the parking restrictions on Division Avenue remain for the safety of
26 students.

27
28 Mr. Shonkwiler stated that parking restrictions along Division Avenue would be discussed after the new
29 facility was open.

30
31 **Item #3- Discussion of the meeting calendar for 2019.**

32
33 The Recording Secretary presented the meeting calendar to the Traffic Commission and noted that the
34 January meeting conflicted with a City holiday.

35
36 Craig Shonkwiler suggested moving the January meeting to Thursday, January 3, 2019.

37
38 Robert Fitzgerald moved to approve the 2019 calendar with the January meeting scheduled for
39 Thursday, January 3, 2019.

40
41 Mr. Shonkwiler seconded the motion.

42
43 The motion was approved 2-0.

44

1 **Item #4- Discussion of traffic control at Park Street and Broadway Avenue.**

2
3 Mr. Shonkwiler reviewed a request sent to the Engineering Division for a multi-way stop at the
4 intersection of Park Street and Broadway Avenue.

5
6 David Jayme presented the results of a traffic study conducted at the intersection of Park Street and
7 Broadway Avenue. He reviewed warrants defined in the MUTCD required to justify the installation of
8 a multi-way stop at the intersection.

9
10 To satisfy Warrant A, the intersection would require the temporary installation of a multi-way
11 stop if traffic signals were to be installed. Traffic signals were not warranted at the intersection
12 so a multi-way stop would not be justified under this warrant.

13
14 For Warrant B, five or more crashes would have occurred within a twelve-month period within
15 the past five years. Although one twelve-month period had four crashes, the data did not justify
16 the installation of a multi-way stop.

17
18 For Warrant C, 1. traffic from the major street would have to average at least 300 vehicles per
19 hour for an eight-hour period and 2. the combined traffic (vehicles, bicycles and pedestrians)
20 would have to average at least 200 units per hour on the minor street for the same eight-hour
21 period, with an average thirty-second delay for vehicles on the minor street during the hour
22 with the highest volume of traffic. But if the 85th percentile travel over 40 miles per hour, the
23 minimum for vehicular volume warrants are 70 percent of the values for the major and minor
24 streets. The average vehicular volume for the major street was 397 vehicles and the average
25 combined volume for the minor street was 301, but the delay was thirteen seconds for
26 eastbound traffic on the minor street; twelve seconds for westbound traffic. The 85th percentile
27 speed for traffic on the major street was not 40 miles per hour, so Warrant C was not met.

28
29 For Warrant D, if no single criterion was met, but eighty percent of Warrants B, C1 and C2
30 were met, a multi-way stop would be justified. Warrant B and C1 were met, but C2 was not
31 met when reducing the values to 80 percent. Therefore, Warrant D was not met.

32
33 Overall, Mr. Jayme concluded that the intersection did not meet the recommended warrants for the
34 installation of a multi-way stop.

35
36 Mr. Shonkwiler mentioned a project under development by the Urbana Park District to install
37 sidewalks along the north side of Park Street between Broadway Avenue and Church Street. He said
38 that as part of the project a marked crosswalk would be installed on the north leg of Broadway Avenue
39 at Park Street. He said that the Urbana Park District followed the crosswalk guidelines established by
40 the Champaign County Regional Planning Commission and that the marked crosswalk was
41 recommended at that location. He said that the intersection would be monitored and reviewed if any
42 changes were noted. He explained that the intersection proximity to University Avenue made traffic
43 control options at Broadway Avenue and Park Street very difficult.

44
45 Mr. Shonkwiler moved not to install multi-way stop signs at the intersection of Broadway Avenue and
46 Park Street.

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1 Assistant Chief Fitzgerald seconded the motion.

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3 The motion was approved 2-0.

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5 With no other business at hand, the meeting adjourned at 4:27 p.m.

6

7 The next regularly scheduled Traffic Commission meeting is scheduled for Thursday, January 3, 2019,
8 at 4:00 p.m. at the Urbana Public Works Department, 706 Glover Avenue, second floor conference
9 room.

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11 Respectfully submitted,

12 Barbara Stiehl, Recording Secretary