



**NAPERVILLE TRANSPORTATION ADVISORY BOARD  
MINUTES OF AUGUST 6, 2011**

<b>Call to Order</b>		<b>8:00 a.m.</b>
<b>A. Roll Call</b>		
Present:	Chairman Frost, Amberg, Benson, Collins, Jaynes, McIntosh, Perillo, Polites, Stamm, Wencel, Student Member Vitello	
Absent:	Chiglo, Student Member Hinch	
Staff Present:	Project Manager Rory Fancler, Project Engineer Sean Marquez, Sergeant Lee Martin	
<b>B. Minutes</b>	Approve the minutes from the June 4, 2011 Transportation Advisory Board meeting.  Motion to approve.	
	Motion by: McIntosh Second by: Stamm	Approved (10-0)
<b>C. Public Forum</b>	N/A	
<b>D. Old Business</b>	N/A	
<b>D1. 2012 Annual New Sidewalk Program</b>		
	<p>Project Manager Rory Fancler provided an overview of the East Highlands sidewalk locations recommended for inclusion in the 2012 Annual New Sidewalk Program, including:</p> <ul style="list-style-type: none"> <li>• Willow Road provides a continuous north-south off-street pedestrian route between Hillside Road and Santa Maria Drive.</li> <li>• The city has an opportunity to fill gaps between existing sidewalk on Willow Road in order to provide a continuous pedestrian route.</li> <li>• There is no existing parallel route on Willow Road or Maple Lane.</li> <li>• Maple Lane is a signed bicycle route and provides connectivity to the DuPage River Trail.</li> <li>• The recommendations are consistent with the Comprehensive Sidewalk Policy.</li> <li>• Sidewalk on Melody Lane remains a priority for the city; Melody Lane has been added to the list of Future Year Sidewalk Gap Installations and will be further evaluated for potential inclusion in the 2013 Annual New Sidewalk Program.</li> </ul>	
	<p>Jeffrey Schmitt, 130 Maple Lane</p> <ul style="list-style-type: none"> <li>• Preference for no sidewalk; however, recognizes sidewalk will be installed on Maple Lane.</li> <li>• Concern for Burr Oak parkway tree.</li> <li>• Request new sidewalk be located back of curb in order to: <ul style="list-style-type: none"> <li>○ Avoid damage to the parkway tree;</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Avoid disruption to existing landscaping; and</li> <li>○ Allow vehicles to park in single-car driveway without blocking the sidewalk.</li> </ul> <p>Beth Schmitt, 130 Maple Lane</p> <ul style="list-style-type: none"> <li>● Request for landscaping to be maintained or notification from city prior to sidewalk installation so that landscaping can be relocated.</li> </ul>		
	<p><b>Transportation Advisory Board Discussion:</b></p> <ul style="list-style-type: none"> <li>● Chairman Frost verified that the Burr Oak is located in the parkway.</li> <li>● Chairman Frost requested information regarding the city’s policy regarding sidewalk location. Project Engineer Marquez indicated that the five-foot sidewalk is typically located three feet from back-of-curb; however, in certain circumstances, the sidewalk may be located in an alternate location to accommodate parkway trees. Marquez indicated that city staff will notify the resident prior to the sidewalk installation and will meet with the resident to review the sidewalk location.</li> <li>● McIntosh noted that segments of sidewalk along Sunset Drive are located back-of-curb and suggested that the sidewalk on Maple Lane be installed similar to the sidewalk on Sunset Drive. Chairman Frost suggested city staff will review the sidewalk location during the engineering phase. Marquez noted that several factors are considered when identifying the sidewalk location and confirmed that city staff will explore options for the Maple Lane sidewalk. Marquez noted that one consideration is separation between the roadway and the sidewalk is beneficial in winter months as it reduces the potential for snow on the sidewalk from street plowing operations.</li> <li>● Wencel clarified that the property owner is responsible for maintaining a clear sidewalk during winter months; and therefore, the separation between the street and the sidewalk is a benefit for the homeowner.</li> <li>● Wencel asked about additional considerations relative to the location of the sidewalk. Marquez indicated that the separation promotes safety as it separates the pedestrian from roadway traffic.</li> <li>● Amberg clarified that the city’s Comprehensive Sidewalk Policy indicates that sidewalk is to be provided on at least one side of the local streets. Frost provided a brief overview of the Comprehensive Sidewalk Policy, including the priority system used to phase installation of the sidewalk.</li> </ul>		
	<p>Approve the East Highlands sidewalk gap locations for inclusion in the 2012 Annual New Sidewalk Program.</p>		
	<table border="1" style="width: 100%;"> <tr> <td data-bbox="441 1654 1284 1730"> <p>Motion by: Wencel Seconded by: Collins</p> </td> <td data-bbox="1284 1654 1544 1730"> <p>Approved (10-0)</p> </td> </tr> </table>	<p>Motion by: Wencel Seconded by: Collins</p>	<p>Approved (10-0)</p>
<p>Motion by: Wencel Seconded by: Collins</p>	<p>Approved (10-0)</p>		
<p><b>E. Public Hearings</b></p>	<p>N/A</p>		
<p><b>F. Reports and Recommendations</b></p>			
<p><b>F1. City Council Report</b></p>			

	<p>McIntosh provided an overview of the June 7, 2011 City Council meeting. Perillo provided an overview of the June 21, 2011 City Council meeting. Polites noted that the July 5 City Council meeting was cancelled.</p>	
<p><b>F2. BPAC Report</b></p>		
	<p>Jaynes provided an overview of the May 16, 2011 BPAC meeting, and highlighted BPAC efforts to promote Bike Month in June.</p>	
<p><b>F3. Police Department Report</b></p>		
	<p>Sergeant Martin noted that the Police Department will be conducting additional enforcement through the Labor Day Holiday through IDOT grant funding for impaired driving and occupant restraint. The Police Department has also secured state funding for an additional year of enforcement, which will begin October 1.</p>	
<p><b>F4. Bicycle and Pedestrian Advisory Committee Appointment</b></p>		
	<p>Project Manager Rory Fancier provided an overview of the request.</p>	
	<p>Re-appoint Mark Jaynes to and as the chairman of the Bicycle and Pedestrian Advisory Committee through June 30, 2013.</p>	
	<p>Motion by: Frost Seconded by: McIntosh</p>	<p>Approved (10-0)</p>
<p><b>F5. Recommendation to Establish a Seasonal Bus Stop on Jackson Avenue for Centennial Beach.</b></p>		
	<p>Project Manager Rory Fancier provided an overview of the request to establish a seasonal bus stop on Jackson Avenue for Centennial Beach, including:2012 Annual New Sidewalk Program, including:</p> <ul style="list-style-type: none"> <li>• The on-street bus stop provides for connectivity between the public sidewalk and the new internal sidewalk; and</li> <li>• The bus stop will be needed on a seasonal basis, between Memorial Day and Labor Day; when not in use eight on-street parking spaces will be provided in this location.</li> </ul>	
	<p><b>Transportation Advisory Board Discussion:</b></p> <ul style="list-style-type: none"> <li>• Chairman Frost requested ridership statistics. Fancier indicated that ridership data is not available at this time; however, the Park District does promote bus ridership with Centennial Beach patrons and groups.</li> <li>• Benson clarified that the bus stop is not proposed for Pace buses. Fancier indicated that the bus stop will not be a Pace bus stop, rather it will be used by groups of Centennial Beach patrons.</li> <li>• Benson requested information regarding the proposed location. Fancier indicated that the proposed location provides connectivity between the public sidewalk and the new internal sidewalk. Fancier also noted that the proposed location provides for a separation of travel modes in the parking lot, thereby reducing the conflict between buses, vehicles and pedestrians.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Jaynes clarified that the proposed bus stop will be in place between Memorial Day and Labor Day, and no on-street parking will be permitted in this location during this time.</li> <li>• Jaynes indicated that the buses used to park in the parking lot and requested additional information regarding the proposed change. Fancler indicated the proposed location provides a separation between the buses and the vehicles and pedestrians in the parking. Fancler also clarified that the proposed bus stop will provide for eight on-street parking spaces.</li> <li>• Jaynes suggested that the on-street parking spaces on Jackson Avenue are used by Centennial Beach patrons.</li> <li>• McIntosh suggested that the bus stop be signed with time restrictions so that on-street parking spaces can be provided when the bus stop is not in use. McIntosh recommended the agenda item be tabled until further information can be provided to TAB.</li> <li>• Wencel suggested this is a bus loading/unloading zone and noted that the on-street parking spaces may be a higher priority than separating the buses from vehicles and pedestrians.</li> <li>• Jaynes indicated that the previous parking location near the volleyball courts also provides for a separation between the buses, vehicles and pedestrians. And noted that removing on-street parking is not preferred.</li> <li>• Collins requested that the Park District attend the future TAB meeting to address questions.</li> <li>• Amberg requested information regarding bus riders.</li> <li>• Benson requested clarification as to whether the proposed bus stop will be a loading/unloading area or a parking location for buses.</li> </ul>	
	<p>Table the recommendation to establish a seasonal bus stop on Jackson Avenue for Centennial Beach until the September 10 TAB meeting, and request the following information:</p> <ul style="list-style-type: none"> <li>• Bus ridership information, including number of buses, loading/unloading time of day, bus users/passengers; and</li> <li>• Bus operation information, including clarification as to whether the buses will conduct loading/unloading activity in the proposed bus stop location or whether the bus stop will be used as a parking location for buses waiting to pick up passengers.</li> </ul>	
	<p>Motion by: McIntosh                  Seconded by: Stamm</p>	<p>Approved                  (10-0)</p>
<p><b>G. Correspondence</b></p>		
<p><b>G1. Schedule Changes on Pace Route 678</b></p>		
	<p>No discussion.</p>	
<p><b>G2. Potential Metra Service Cuts and Fare Increase</b></p>		

	No discussion.	
<b>H. New Business</b>		
<b>H1. Forthcoming City Council Meeting Summaries</b>		
	<ul style="list-style-type: none"> <li>• August 16 – Deborah Stamm</li> <li>• September 6 – Dennis Wencel</li> <li>• September 20 – Jack Amberg</li> </ul>	
<b>H2. Other New Business</b>		
	<ul style="list-style-type: none"> <li>• Benson requested an update on the city’s application for a Safe Routes to School grant. Marquez indicated that typically the city receives an update in September.</li> <li>• Chairman Frost requested an update on the Naperville Metra Platform Improvement Project. Fancler noted that Metra’s contractor initiated Phase 2B, which involves the removal and reconstruction of the easternmost platform on the north side of the train tracks. Fancler indicated that signage has been posted on the north side of the train tracks to notify passengers accordingly, and information has been posted to the city’s website and distributed via the city’s Commuter Connection e-newsletter. Fancler noted that Phase 3 of the project is anticipated to begin mid- to late-August and further details will be provided as it becomes available. Fancler also provided an update on the city’s Temporary Transit Package.</li> </ul>	
<b>I. Adjournment</b>	Motion by: Stamm Seconded by: Jaynes	9:40 a.m.