



**NAPERVILLE TRANSPORTATION ADVISORY BOARD  
MINUTES OF JUNE 4, 2011**

<b>Call to Order</b>		<b>8:00 a.m.</b>
<b>A. Roll Call</b>		
Present:	Chairman Frost, Benson, Chiglo, Collins, Jaynes, McIntosh, Stamm, Wilson	
Absent:	Perillo, Polites, Wencel, Student Member Hinch, Student Member Vitello	
Staff Present:	Project Manager Rory Fancler, Sergeant Lee Martin	
<b>B. Recognition</b>	Chairman Frost recognized James T. Wilson for his service on the Transportation Board since 2004.	
<b>C. Minutes</b>	Approve the minutes from the May 7, 2011 Transportation Advisory Board meeting.  Motion to approve.	
	Motion by: Collins Second by: Wilson	Approved (8-0)
<b>D. Public Forum</b>	N/A	
<b>E. Old Business</b>	N/A	
<b>F. Public Hearings</b>	N/A	
<b>G. Reports and Recommendations</b>		
<b>G1. City Council Report</b>		
	Jaynes provided an overview of the May 17, 2011 City Council meeting.	
<b>G2. BPAC Report</b>		
	Jaynes provided an overview of the May 16, 2011 BPAC meeting.	
<b>G3. Police Department Report</b>		
	<p>Sergeant Martin provided follow-up to a previous request from TAB Member Benson regarding traffic at Naperville North High School, noting that the Police Department is continuing discussions with the School Administration to address the matter. Sergeant Martin indicated that enforcement is not a long-term solution. Benson thanked Sergeant Martin for the follow-up and noted that this issue was also discussed during a recent School Board meeting.</p> <p>Sergeant Martin also noted that the Police Department will be conducting an educational awareness program and subsequent enforcement at the Loomis Street at-grade railroad crossing during the weeks of June 6 and June 13.</p>	

<b>G4. Rubin Center-Jackson Avenue Handicap Parking Stall</b>		
	Project Manager Rory Fancler provided an overview of the request to approve the recommendation to establish a handicapped parking stall on Jackson Avenue in front of the Rubin Center. Fancler noted this is a request to codify the existing handicapped parking stall.	
	Approve the recommendation to establish a handicapped parking stall on Jackson Avenue in front of the Rubin Center.	
	Motion by: Frost Seconded by: McIntosh	Approved (8-0)
<b>G5. 2012 Annual New Sidewalk Program</b>		
	Project Manager Rory Fancler provided an overview of 2012 Annual New Sidewalk Program, including: <ul style="list-style-type: none"> <li>• Overview of the City of Naperville Comprehensive Sidewalk Policy</li> <li>• Priority system used to phase installation of the citywide sidewalk gaps</li> <li>• Geographic distribution of the sidewalk gaps, noting the highest concentration of sidewalk gaps is located in Naperville Heights, East Highlands and Laird Woods</li> <li>• Proposed sidewalk gap segments included in the 2012 Annual New Sidewalk Program</li> </ul>	
	<p>Lynn Morgan, 1035 N. Main Street (Naperville Heights)</p> <ul style="list-style-type: none"> <li>• Representing neighbors in Naperville Heights to express full support for sidewalk gap segments identified as Program A</li> <li>• Expressed appreciation for City Council, TAB and staff work on the Annual New Sidewalk Program</li> </ul> <p>Susan Kreger, 130 W. 13th Avenue (Naperville Heights)</p> <ul style="list-style-type: none"> <li>• Properties on the south side of 13th Avenue have limited front yard setbacks, mature trees and landscaping</li> <li>• Staff has not identified how the sidewalk would be installed without impact to mature trees, landscaping and setback</li> <li>• Opposed sidewalk installation on 13th Avenue five years ago</li> <li>• Request additional information from city staff regarding proposed sidewalk installation. Chairman Frost noted that</li> </ul> <p>Alice Wood, 623 Melody Lane (East Highlands)</p> <ul style="list-style-type: none"> <li>• Melody Lane is a short street with many trees along the street</li> <li>• One child lives on the street; therefore, no demand for sidewalk</li> <li>• Residents on this street have not requested sidewalk in the past</li> <li>• Limited front yard setbacks combined with mature trees would result in sidewalk adjacent to the residential structures</li> </ul> <p>Roger Nondorf, 643 Melody Lane</p> <ul style="list-style-type: none"> <li>• Supports points documented in public correspondence from Tom Eckhardt (649 Melody Lane)</li> <li>• Economic climate necessitates fiscal responsibility</li> <li>• Sidewalk installation imposes a hardship on residents who are currently faced</li> </ul>	

	<p>with financial hardships, including increased flood insurance rates and decreased home values</p> <p>Tom Eckhardt, 649 Melody Lane</p> <ul style="list-style-type: none"><li>• Submitted a letter expressing opposition to sidewalk installation on Melody Lane</li></ul> <p>Mary Helland, 11 Maple Lane</p> <ul style="list-style-type: none"><li>• Property floods during rain events; resident responsibility to clean gutters, shovel snow from sidewalks</li><li>• Concerned about flood potential associated with sidewalk installation</li><li>• One child in the neighborhood who has walked on grass, not in the street, and neighbors have not expressed concern with lack of sidewalks</li><li>• Sidewalk imposes a hardship on residents</li></ul> <p>LaRinda Wilson, 239 N. Franklin Avenue</p> <ul style="list-style-type: none"><li>• Opposed to installation of sidewalk on Eagle Street</li><li>• Sidewalk is located on the west side of Eagle Street; therefore, consistent with Comprehensive Sidewalk Policy</li><li>• Limited corner side yard setbacks would result in sidewalk installation immediately adjacent to the residential structure</li><li>• Expressed concern for safety as sidewalk would be immediately adjacent to the house</li></ul>
	<p><b>Transportation Advisory Board Discussion:</b></p> <ul style="list-style-type: none"><li>• Chiglo asked about funding source for the Annual New Sidewalk Program, and the potential to use the money for an alternate program. Fancler indicated the program is included in the Capital Improvement Program (CIP) and is not part of the city's operating fund. Frost reaffirmed that the City Council has included this program to support the Comprehensive Sidewalk Policy. Fancler highlighted the city's application for Illinois Safe Routes to School Program. In the event the city is selected for the SRTS Program, the funds would be used to cover a portion of the city's cost.</li><li>• Benson asked about a short gap on the east side of West Street, between Douglas Avenue and Franklin Avenue. Fancler indicated that the sidewalk gap segment on the west side of the street is recommended as it would complete the sidewalk network between Jackson Avenue and Douglas Avenue. The east side of West Street has additional gap segments south of Van Buren Avenue.</li><li>• Frost requested clarification on the process to determine sidewalk installation in the East Highlands neighborhood. Fancler reaffirmed the Comprehensive Sidewalk Policy, and outlined the city's process to develop the Annual New Sidewalk Program.</li><li>• Frost stated that TAB may table the recommendation for the East Highlands Neighborhood. Fancler indicated that is one option for TAB. Alternatively, TAB may recommend an alternate sidewalk gap segment. Based on the priority system and the proposed budget, the sidewalk gap segment on the west side of Thornwood Drive, between Hillside Drive and Sunset Drive, is one alternate location.</li><li>• Frost clarified that sidewalk will ultimately be installed on Melody Lane, but that the Annual New Sidewalk Program determines the construction phasing.</li></ul>

	<ul style="list-style-type: none"> <li>Benson suggested the sidewalk on Eagle Street is important as it provides a pedestrian route to Washington Jr. High School, and Eagle Street experiences significant vehicular traffic.</li> <li>Benson suggested staff discuss successful installation of sidewalk in location similar to Eagle Street between Franklin Avenue and Douglas Avenue with concerned resident at 239 N. Franklin Avenue.</li> </ul>	
	Approve the recommendation to install sidewalk in the Laird Woods neighborhood, as presented in the staff memo prepared for the June 4, 2011 TAB meeting.	
	Motion by: McIntosh Seconded by: Stamm	Approved (8-0)
	Approve the recommendation to install sidewalk in the Naperville Heights neighborhood, as presented in the staff memo prepared for the June 4, 2011 TAB meeting.	
	Motion by: Benson Seconded by: Stamm	Approved (8-0)
	Table the recommendation to install sidewalk in the East Highlands neighborhood, as presented in the staff memo prepared for the June 4, 2011 TAB meeting. Future meeting date subject to staff's opportunity to meet with East Highlands residents to discuss the recommendations for the 2012 Annual New Sidewalk Program.	
	Motion by: Stamm Seconded by: Jaynes	Approved (8-0)
	Approve the recommendation to install sidewalk along Other Non-Arterial Roadways and Arterial Roadways, as presented in the staff memo prepared for the June 4, 2011 TAB meeting. Request staff follow-up with the residents on Eagle Street, between Franklin Avenue and Douglas Avenue, to address concerns regarding sidewalk installation.	
	Motion by: Benson Seconded by: Wilson	Approved (8-0)
<b>G6. Bicycle and Pedestrian Advisory Committee Appointment</b>		
	Project Manager Rory Fancler provided an overview of the request to re-appoint Jeannette DiGiovine-Gehrs as a member of the Bicycle and Pedestrian Advisory Committee through June 30, 2013.	
	Re-appoint Jeannette DiGiovine-Gehrs as a member of the Bicycle and Pedestrian Advisory Committee through June 30, 2013.	
	Motion by: Jaynes Seconded by: McIntosh	Approved (8-0)

<b>G7. Valet Parking Transfer Zone on Jefferson Avenue for Kuma’s Asian Bistro</b>	
	<p>Project Manager Rory Fancler provided an overview of the request to establish a parking transfer zone on the south side of Jefferson Avenue. Fancler noted the following:</p> <ul style="list-style-type: none"> <li>• The proposed valet parking transfer zone would occupy two parallel parking spaces located east of the existing accessible parking stall on the south side of the street, east of Washington Street.</li> <li>• The valet operation would serve Kuma’s Asian Bistro, located on Washington Street, and would operate Thursday, Friday and Saturday from 5 to 11 p.m., consistent with the city’s ordinance.</li> </ul>
	<p>Jim Shewchuk, Silver Crown Valet</p> <ul style="list-style-type: none"> <li>• Proposed valet parking transfer zone provides for a service that would benefit businesses in the area.</li> <li>• Currently hold a contract with Kuma’s Asian Bistro and pursuing contracts with other businesses in the vicinity.</li> <li>• The vehicles will be stored on the third level of the Central Parking Facility.</li> <li>• Silver Crown Valet will also potentially contract with private properties to provide for vehicle storage.</li> <li>• Silver Crown Valet contracts with the owner of the former Rosebud Restaurant on Chicago Avenue to park vehicles in the lot behind the building.</li> <li>• Valet service reduces unnecessary circulation within downtown Naperville.</li> </ul> <p>Hal Dickson, 512 E. Bauer Road, representing Christian Science Reading Room (16 E. Jefferson Avenue)</p> <ul style="list-style-type: none"> <li>• No objection to proposed valet parking operation.</li> <li>• Request for more information regarding valet parking signage. Concerned signage may interfere with visibility of Christian Science Reading Room.           <ul style="list-style-type: none"> <li>○ Fancler noted that the permanent signage will be the city’s standard valet parking transfer zone pole sign, similar to that currently used at other locations. For reference, the sign installation is similar to that currently in place for the loading zone on Jefferson Avenue immediately east of Washington Street. The valet operator will not have permanent signage; temporary signage, including a podium or A-frame sign, will be placed from 5 to 11 p.m. when the valet service is provided.</li> </ul> </li> </ul>
	<p><b>Transportation Advisory Board Discussion:</b></p> <ul style="list-style-type: none"> <li>• Jaynes inquired about the number of parking spaces currently occupied by existing valet transfer zones in downtown Naperville. Fancler indicated there are six parking spaces which convert to valet transfer zones during specific time periods; the spaces are available for vehicle parking when valet operations are not in service.</li> <li>• Benson asked about typical occupancy of the third level of the Central Parking Facility. Fancler indicated that data is not immediately available, but the city regularly monitors the parking deck occupancy.</li> <li>• Benson expressed concern for the proliferation of valet transfer zones in downtown Naperville; however, supports the proposed location.</li> </ul>

	<ul style="list-style-type: none"> <li>• Benson suggested the city needs to examine the impact of valet parking on the character and parking occupancy in downtown Naperville.</li> <li>• Benson suggested the city should conduct a review of the usage of valet parking service downtown.</li> <li>• Jaynes indicated that the valet parking transfer zones occupy vehicle parking spaces that could otherwise be used by downtown Naperville visitors.</li> <li>• Jaynes suggested valet parking operators should park vehicles on private property in the downtown or property outside of downtown Naperville; valet operations should not occupy spaces in downtown parking decks.</li> <li>• Frost indicated that the parking spaces occupied by vehicles parked by a valet service would otherwise be occupied by a vehicle parked by an individual; the valet is a service to park the vehicle.</li> <li>• Stamm expressed a need to pursue alternative transportation options to access downtown.</li> </ul>		
	<p>Recommend approval of the request to establish a parking transfer zone on the south side of Jefferson Avenue.</p>		
	<table border="1"> <tr> <td data-bbox="441 837 1284 932"> <p>Motion by: Stamm Seconded by: Chiglo</p> </td> <td data-bbox="1284 837 1544 932"> <p>Approved (7-1)</p> </td> </tr> </table>	<p>Motion by: Stamm Seconded by: Chiglo</p>	<p>Approved (7-1)</p>
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<p><b>H. Correspondence</b></p>			
<p><b>H1. Update on Route 714 Funding and Summer Schedule</b></p>			
	<p>No discussion.</p>		
<p><b>H2. 5th Avenue Study Implementation Update</b></p>			
	<p>No discussion.</p>		
<p><b>H3. Commuter Parking Pay-by-Phone System</b></p>			
	<ul style="list-style-type: none"> <li>• Frost requested staff describe mechanics of the pay-by-phone system. Fancier provided an overview of the payment process.</li> <li>• Wilson asked how the system recognizes potential duplicate payments. Fancier indicated that it is the responsibility of the commuter to pay for the correct space number; the system will not reject a duplicate payment.</li> <li>• Wilson requested staff provide TAB with a quarterly summary of usage of the pay-by-phone daily fee payment option. Fancier noted that staff can provide a summary of the percent of total daily fee payments using the pay-by-phone system.</li> <li>• Chiglo asked about the system’s capability to address a potential increase in demand for pay-by-phone. Fancier indicated that the city contracts with a vendor to provide the service; the vendor has the system in place throughout the Chicagoland region, and has the capacity to support an increase in demand.</li> <li>• Frost asked about the commuter’s ability to verify payment. Fancier noted that a commuter receives a receipt via email after payment by phone.</li> <li>• Benson questioned whether the city has plans to phase-out the daily fee payment machines and rely solely on pay-by-phone. Fancier indicated that the pay-by-</li> </ul>		

	<p>phone has a \$0.35 service fee per transaction; the daily fee payment machines provide an alternate payment option for those who are not interested in a service fee or not comfortable with pay-by-phone. The daily fee machines accept cash, credit card and Smart Cards.</p>	
<p><b>H4. Metra Naperville Station Platform Improvement Project Update</b></p>		
	<ul style="list-style-type: none"> <li>• Frost confirmed that changeable message boards will be placed on Washington Street to notify residents and commuters of the scheduled lane closures and traffic stoppages on Washington Street.</li> <li>• Frost clarified the timeline for the Washington Street bridge platform reconstruction. Fancier indicated that the work is scheduled to occur on Friday, June 10 and Monday, June 13. The work is weather dependent; notice of schedule changes will be posted to the city’s website.</li> <li>• Frost asked if the lane closures are scheduled to occur through the weekend of June 11 and June 12. Fancier indicated that at this time Metra has indicated the lane closures are limited to Friday and Monday only.</li> </ul>	
<p><b>H5. Implementation of a Commuter Phone Line</b></p>		
	<p>No discussion.</p>	
<p><b>I. New Business</b></p>		
<p><b>II. Forthcoming City Council Meeting Summaries</b></p>		
	<ul style="list-style-type: none"> <li>• June 7 – Marj McIntosh</li> <li>• June 21 – Pamela Perillo</li> <li>• July 5 – Eva Polites</li> </ul>	
<p><b>J. Adjournment</b></p>	<p>Motion by: Wilson Seconded by: Stamm</p>	<p>9:17 a.m.</p>