

**VILLAGE OF OAK PARK
TRANSPORTATION COMMISSION MEETING
TUESDAY, JULY 13, 2021 - 7:00 PM**

SPECIAL NOTE - The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation. A special meeting is being conducted remotely with live audio available and optional video. The meeting will be streamed live and archived online for on-demand viewing at www.oak-park.us/commissiontv as well as cablecast on VOP-TV, which is available to Comcast subscribers on channel 6 and ATT Uverse subscribers on channel 99. Remote meetings of Oak Park Citizen Commissions are authorized pursuant to Section 6 of Governor J.B. Pritzker's Executive Order 2020-07, with limitations. Governor Pritzker's Executive Order allows for remote participation meetings by public bodies, but public bodies are "encouraged to postpone" meetings and should only hold meetings when "necessary." Executive Order No. 2020-07 (COVID-19 Executive Order No. 5) at Section 6. The Illinois Attorney General issued "Guidance to Public Bodies" regarding the Governor's Executive Order on April 9, 2020. In that guidance, the Attorney General states, "Where a public body does not have critical issues that must be addressed because time is of the essence, cancelling or postponing public meetings may be prudent during the COVID-19 outbreak, rather than holding meetings that could pose a risk of danger to the public." Thus, the test as to whether to hold a meeting is an issue to be discussed is "critical" that must be addressed immediately.

PUBLIC COMMENT - Oak Park Citizen Commissions welcome your statement to be read into the public record at a meeting. Public statements of up to three minutes will be read into the record during Non-Agenda public comment or Agenda Item public comment, as an individual designates. Statements will be provided to the Commission members in their entirety as a single document. Please follow the instructions for submitting a statement provided below. Questions regarding public comment can be directed to (708) 358-5672 or email clerk@oak-park.us.

Non-Agenda public comment is a time set aside at the beginning of each Citizen Commission meeting for public statements about an issue or concern that is not on that meeting's agenda. Individuals are asked to email statements to transportation@oak-park.us

Please call (708) 358-5732 if you are unable to attend

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to be received no later than 60 minutes (6:00 PM) prior to the start of the meeting. If email is not an option, you can drop comments off in the Oak Park Payment Drop Box across from the entrance to Village Hall, 123 Madison Street, to be received no later than 5 PM on the day of the Commission meeting. Agenda item public comment will be limited to 30 minutes with a limit of three minutes per statement. If comment requests exceed 30 minutes, public comment will resume after the items listed under the agenda are complete.

AGENDA

1. Call to Order
2. Non-Agenda Public Comment - Up To 15 Minutes
3. Agenda Approval
4. Approval of Draft Transportation Commission Meeting Minutes
 - 4.1 June 8, 2021 draft Transportation Commission meeting minutes
5. REMOVAL OF FENWICK ON-STREET PERMIT PARKING WITH THE COMPLETION OF THE FENWICK PARKING GARAGE (CONTINUATION FROM THE June 8, 2021 TRANSPORTATION COMMISSION MEETING)
 - 5.1 Staff Agenda Item Commentary and Background Information
 - 5.2 Current Student Permit Parking Map Around Fenwick High School
 - 5.3 Student Permit Parking Map with Proposed Changes by Staff
 - 5.4 Village of Oak Park Daytime Map
6. REVIEW THE EFFECTIVENESS OF THE EXISTING CITIZEN PETITION PROCESS / SYSTEM FOR IMPLEMENTING TRAFFIC CALMING MEASURES AND THEN MODIFYING OR REPLACING THEM IF WARRANTED (CONTINUATION FROM THE FEBRUARY 9, 2021, MAY 11, 2021 & JUNE 8, 2021 TRANSPORTATION COMMISSION MEETINGS)
 - 6.1 Staff Agenda Item Commentary and Background Information
 - 6.2 Previous Months Transportation Commission Meeting Minutes

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7. RECOMMEND TO THE VILLAGE BOARD REVISED PRINCIPLES AND GOALS FOR THE VILLAGE'S TRANSPORTATION SYSTEM NETWORK (CONTINUATION FROM THE June 8, 2021 TRANSPORTATION COMMISSION MEETING)
 - 7.1 Staff Agenda Item Commentary
 - 7.2 Pages from the May 11, 2021 & June 8, 2021 Transportation Commission Meeting Minutes
 - 7.3 Transportation Commission Enabling Language from the Village Code
 - 7.4 Pages from the Parking and Traffic Policies developed by the Parking & Traffic Commission and adopted by Village Board of Trustees on September 22, 1998

8. DISCUSSION OF THE PARKING PILOT PROGRAM SURVEY
 - 8.1 Staff Agenda Item Commentary and Background Information
 - 8.2 Parking Pilot Area Program Information
 - 8.3 Parking Pilot Program Survey

9. Adjourn

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DRAFT Meeting Minutes
Transportation Commission
Tuesday, June 8, 2021 – 7:00 PM
Remote Participation Meeting

0721-1
4.1
1/12

1. Call to Order

Transportation Commission Chair Ron Burke called remote participation meeting to order at 7:09 PM

Staff Liaison Jill Juliano the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghan Moses, Ryan Peterson, Aaron Stigger, James Thompson, Ron Burke

Absent: None

It was noted that the Transportation Commission is now fully staffed with 7 members.

Staff: Parking Restrictions Coordinator (PRC) Cinthya Redkva, Transportation Engineer/Staff Liaison Jill Juliano, Village Engineer Bill McKenna, Development Customer Services Director Tammie Grossman

2. Non-Agenda Public Comment

None

3. Agenda Approval

Commissioner Stigger made a motion to approve the agenda as presented. Commissioner Thompson seconded the motion.

The roll call vote was as follows:

Ayes – Stigger, Thompson, Fink, Katner, Moses, Peterson, Burke

Nays – None

The motion passed unanimously 7 to 0.

4. Approval of the Draft May 11, 2021 Transportation Commission Meeting Minutes

Commissioner Stigger made a motion to approve the draft May 11, 2021 Transportation Commission meeting minutes as presented. Commissioner Fink seconded the motion.

The roll call vote was as follows:

Ayes – Stigger, Fink, Katner, Moses, Thompson, Burke

Nays – None

Abstain – Peterson (was not at the meeting in question).

The motion passed 6 to 0.

5. PETITION FOR RESIDENT PARKING ONLY 10:00PM – 2:30AM ON THE 1150 BLOCK OF SOUTH HARVEY AVENUE

PRC Redkva gave a brief presentation with background information along with sharing maps and photographs regarding this item.

- On April 27, 2021 the Village received a parking petition to install resident permit parking
- Petition stemmed from activity at Mike's Place, which include: noise, trash and bar patrons parking on their block due to the restrictions on neighboring streets.
- On May 7, 2021, temporary signage was installed by the Village, which restricted parking from Friday through Sunday from 10:00pm–2:30am until Transportation Commission could review this petition. Oak Park Police Department requested placement of these temporary signs.
- Staff is recommending to install resident permit parking on the block from 10:00 pm–2:30 pm from the alley north of Roosevelt Road to Fillmore Ave.
- It was also noted that 1100 Ridgeland Ave had also requested petition papers so that could also be something else coming down the pike for Transportation Commission review.
- Based on Oak Park Parking Enforcement's car count, there was a decrease in parked cars after temporary signs were posted.

Below are the Commission's questions regarding this item:

- Has staff considered including Ridgeland Ave in the recommendation to the Village Board?
Can Village implement such changes without a petition?
- When were restrictions placed on the other two blocks?
- Are there were similar situations with other blocks near Roosevelt, North Ave, and Austin Blvd as a corridor since this seems to be a recurring issue? If so, should these restrictions be

placed across the board with the one caveat being Ridgeland Ave as Grossman suggests but geared more to residential streets?

- How far would restrictions go? Possibly to 1000 block?
- Is parking really the solution?
- Might it be reasonable to look at other blocks as the cars might simply “move over.”

Staff responses:

- PRC Redkva stated including Ridgeland could be an option.
- Director Grossman stated that she would be hesitant to extend the restrictions to Ridgeland Ave without a petition as it is not totally residential.
- PRC Redkva would have to check when restrictions were put into place.
- Staff reminded the Commission that it was their recommendation for the petition and that she can entertain a petition for the 1100 South Block of Ridgeland if requested.
- Director Grossman informed the Commission that the Berwyn & Oak Park Police Departments are in direct communication with each other along with Mike’s Bar and that it might be hard to impose restrictions on a block that has not lodged a complaint. She also shared that restrictions have been in place since May with no reports from the Police or the residents of other blocks.

Chair Burke has a feel that the Commission is mostly supportive of the parking restrictions being put in place for Harvey Ave but opened the floor for further discussion or objections.

Commissioner Peterson posed no objections, but wondered what the process is for switching the streets over to a different classification? Is it resident driven or based on parking study?

Chair Burke answered that it is mainly resident driven but doesn’t preclude staff from making these recommendations on their own.

Chair Burke asked the Commission if it is in support of extending these restrictions to other streets, further east or west and include the 1000 blocks of Harvey, Cuyler and Highland or 1100 Ridgeland. Though there are no complaints are being heard according to staff.

Commissioner Thompson agreed with Grossman that Ridgeland should be treated differently. He doesn’t think it’s warranted for the 1000 blocks and thinks Harvey should be the only block for the restrictions.

Commissioner Moses is fine with the staff recommendation. Commissioner Fink agrees with Commissioner Moses.

Commissioner Peterson would like to see parking restrictions on one side of Ridgeland Ave entirely as it is a transit route and deemed as a bike friendly street. He sees it as a benefit.

Director Grossman suggested to not act on Ridgeland until further research could be done and consider it on the next meeting's agenda.

Chair Burke doesn't believe that a full staff analysis is warranted and inquired if Ridgeland Ave currently has overnight parking.

PRC Redkva responded that currently there is not.

Chair Burke agreed with staff recommendations with the idea of addressing Ridgeland Ave as necessary.

Commissioner Katner is fine with the staff recommendation and cautioned against trying to solve a problem before it is presented.

Commissioner Katner made a motion to approve staff recommendations. The motion was seconded by Commissioner Peterson.

The roll call vote was as follows:

Ayes – Katner, Peterson, Fink, Moses, Stigger, Thompson, Burke

Nays – None

The motion passed 7 to 0.

6. REMOVAL OF FENWICK ON-STREET PERMIT PARKING (WITH THE COMPLETION OF THE FENWICK PARKING GARAGE

PRC Redkva gave a presentation along with parking restriction maps. Fenwick's garage was completed last summer with 350 spaces. Fenwick usually purchases 265 student permits yearly. A meeting was held to inform Fenwick of the Village's intent to remove all student permit parking. Fenwick posed no objections. Staff is recommending the termination of daytime restrictions adjacent to student permit parking. Permit parking will remain on South Blvd in the SB4 and SB5 lots to accommodate 80 additional student permit parking spaces if needed. Currently, there is student parking on Pleasant St, Randolph St, Washington Blvd and Adams St.

PRC Redkva then explained the changes in parking restrictions in the area, block by block.

Director Grossman added that an alternative to the recommendation that PRC Redkva is presenting is to remove the student permit parking and keep the restrictions in place while monitoring the area.

The Commission raised the following questions and concerns. Staff responses to the Commission questions are included.

- Is Fenwick offering student parking in this garage? Director Grossman confirmed that not only are they offering student parking and are counting on it and are asking the Village to cease the sale of student permits, unless Fenwick informs the Village that they are sold out.
- What do the numbers translate to in discontinuing student parking? PRC Redkva answered that it translates into the removal of 123 spaces.
- What is the cost for students in the new garage? Director Grossman responded estimates about \$900 for the school year which is about \$125 more than the Village charged per year.
- Once student parking is removed will any restrictions remain? PRC Redkva answered that there would be 2-hour parking from 9am-5pm Monday through Friday and no parking 8am-10am near the student parking areas.
- If Fenwick sold out parking spaces in the garage does the Village have to agree to sell on-street parking spaces to the students? Director Grossman said that Fenwick was informed that the Village would not sell on-street parking, but parking would be available in SB4 and SB5 lots on South Blvd.
- Village subsidizing parking for a private religious organization.
- Village encouraging driving by offering the parking permits.
- Removal of restrictions would encourage students to park in those areas for free.
- Can restrictions follow the existing Pilot Program of 3-hour parking from 8am–6 pm to make things more standardized? It shouldn't be unrestricted.
- Can staff provide a timeline in implementing Village-wide changes and not just within the pilot area? Director Grossman stated that staff would first share with the Commission the draft survey to be sent to residents in the pilot area to get the Commission's feedback. Then issue the survey to residents in the fall and present to the Village Board in January or February of 2022 the recommendation on how to move forward Village-wide.
- Is there a preference on what restrictions are best suited to replace the student permit parking areas?
- Staff confirmed that student areas would eventually be converted to "Red" zones.
- Staff shared with the Transportation Commission the new proposed residential daytime parking restrictions on Washington Blvd.
- The Transportation Commission proposed to the staff, instead of completely removing student permit parking on selected areas, to replace the student permits with restrictions adjacent to the blocks.

Commissioner Moses would be willing to go along with Chair Burke's suggestion of more uniformity between the zones, but she is also not against staff recommendations if there is a good reason for it.

Chair Burke asked for objections to the recommendation or other thoughts.

Commissioner Katner also supports uniformity or consistency across the board and sees this as a good opportunity to implement it. He would also support staff if there is a good enough reason to do so.

Commissioner Thompson feels the “Green” is more restrictive than the “Red” and is wondering if all three areas can’t be “Red.”

Chair Burke inquired of the Village strategy when trying to impose restrictions to discourage parking for train riders.

Grossman answered the no parking 8am-10am is the strategy used by the Village.

Chair Burke inquired as to why the “Green” restrictions existed on Pleasant St. Was this resident generated? Also, why would the “Green” be a more effective strategy than the “Red” when it comes to discouraging student parking? When the “Red” dominated streets are closer to Fenwick?

PRC Redkva believed they were put in place due to the student parking.

Director Grossman interjected by saying that staff could come back with more information in July to share with the Commission.

Commissioner Peterson would like to see more uniformity in addition to a resolution before the school year starts to cut down on confusion and minimize enforcement in the area.

Chair Burke expressed concern over the item may not be on the Board Meeting agenda in time for the new school year.

Director Grossman assured the Commission as there is a scheduled Village Board meeting on the first Monday in August.

Chair Burke asked for a vote on the final recommendations to be carried over to the July meeting.

The Commission is agreeable to making a final decision at the July meeting granted there is enough time to go before the Board and be implemented before Fenwick starts classes for the new school year with the understanding that staff could furnish more information on the history of the existing restrictions and come up with a more uniform recommendation.

Commissioner Thompson made a motion to table the item until the July 13th Transportation Commission meeting.

The motion was seconded by Commissioner Peterson.

The roll call vote was as follows:

Ayes – Thompson, Peterson, Fink, Katner, Moses, Stigger, Burke

Nays – None

The motion passed 6 to 0

7. REVIEW THE EFFECTIVENESS OF THE EXISTING CITIZEN PETITION PROCESS/SYSTEM FOR IMPLEMENTING TRAFFIC CALMING MEASURES AND THEN MODIFYING OR REPLACING THEM IF WARRANTED (CONTINUATION FROM THE FEBRUARY 8, 2021 & MAY 11, 2021 TRANSPORTATION COMMISSION MEETINGS).

Chair Burke reminded the Commission on prior discussions regarding this item, which included: staff prescreen traffic calming petitions due to existing backlog; make petition process easier for multi-unit housing residents; utilize a marketing approach or call for proposals. Consideration was also given to testing out this prescreen on current backlog of petitions along with staff coming up with ideas on how to achieve these goals.

Village Engineer McKenna responded that staff has begun conversations with Oak Park Police Department and the Traffic Unit to get its observations and accident data to create a GIS Map combining existing traffic and accident data to serve as a prescreening tool. Staff is still in conversations with the Police Department and awaiting a conversation with the Village Manager's Office for final recommendations on screening options. Staff currently has no numbers to ascribe to a prescreening method to establish a threshold. Staff expressed apprehensions about using a prescreen method on existing petitions, as they were submitted under the current guidelines.

Chair Burke inquired about the current language or guidelines which guarantees a petition will be heard. He sees this as a good opportunity to apply the prescreen approach to get through the existing back log of petitions.

Village Engineer McKenna replied there is a Board adopted rule for the Commission along with a traffic calming toolbox and scoring system for evaluating applications to determine if they will go forward to recommendation by the Transportation Commission. All of which is published on the Village's website.

Chair Burke opened the floor for questions/comments. The Commission had the following questions/concerns:

Commissioner Peterson asked if traffic calming measures first go through the petition process to be considered or implemented? Can they be done at the request of the Village or can a resident initiate pointing out an unsafe area and be remedied by additional infrastructure measures?

Village Engineer McKenna answered yes to all the questions, a resident can approach the Board a public comment or email, leading to implementation without going to the Commission. There has also been Board involvement post-Commission recommendations. Staff looks at traffic daily for safety issues around intersection treatments like stop signs, line of sight and minor traffic calming things, like 'Keep Kids Alive, Drive 25' program and speed radar sign monitoring.

Commissioner Peterson followed up by saying that a more individualized petition process would be more powerful than having one person go out and collect signatures. With limited staff capacity, if we have this amount of resources to deal with this amount of projects in 2022; then have a call for projects in late 2021 and leaning on quantitative analysis to determine which projects are most practical, which are most immediate and which could pose an immediate danger to the roadway users.

Chair Burke summed things up this way: staff needs more time to come back with a more rounded out recommendation. Staff also has concerns with the Commission's idea of prioritizing the backlogged 18 petitions and putting the Tier 2 petitions off to the side.

Commissioner Thompson added that petitions of the same concern can be grouped and looked at collectively.

Village Engineer McKenna stated that the Village does try to bundle petitions for the Commission and sometimes reach out to multiple blocks dealing with the same issue. He affirmed that some of the 18 petitions will be bundled before reaching the Commission. Regarding public outreach, what is the Commission's vision?

Burke reiterated the prescreening process which would help pare down petitions with no plans for a large call for petitions considering staff's inability to manage many petitions.

Village Engineer McKenna stated that a prescreen tool is realistic option moving forward. Largely geared toward multifamily population which is hard to reach. Is the Commission looking at web-based outreach or mail outreach?

Chair Burke thought the Commission's next agenda item might address staff's question on how outreach will be done. While the Commission could try to come up with a recommendation, they would largely rely on staff resources and paring down of petitions to process. If there is not a prescreening process in place then we wouldn't do a call for proposals because staff doesn't have the capacity to do it. The Commission is looking for staff to share with us a way to streamline and prioritize this process to allow to process a larger number of petitions coming in the door.

Village Engineer McKenna suggested that the goals should be tackled first such as confirming process for petitions, so they aren't creating a process not in line with the Commission's goals, then using existing staff tools for outreach efforts.

Chair Burke thinks even to set/reach goals public input is needed and currently tools for doing so don't exist. He is recommending for next meeting staff recommendations on how to get through backlog of petitions. Streamline data crunching. Additional information on how prescreen should go, hopefully with information from Village Board included. How do we get through these petitions in a more streamlined way than we normally do it? Also, he would like to hear from staff how the prescreening approach could go.

Village Engineer McKenna thought this was doable, because staff is looking at hiring consultants to do work in other areas where they are short staffed, so this might be an option in this situation.

Commissioner Katner agreed with Chair Burke's recommendation as well as emphasizing transparency.

Commissioner Peterson motioned to adopt that approach for the next Commission meeting which includes strategy to get through prescreening, get through backlog while being transparent.

Commissioner Moses wanted to confirm work to determine prescreen criteria, centered around high crash areas. Her concern is making sure to not just weed out petitions that don't make the cut but making a difference when possible. Particularly when it comes to addressing Oak Park's high crash rate. Otherwise she also agrees with the recommendation.

Village Engineer McKenna confirmed that crash data would be a key component and whether it would be coupled with staff observations, specifically the Police Department's Traffic Unit. He also stated that a motion wouldn't be needed for these recommendations.

8. RECOMMEND TO THE VILLAGE BOARD REVISED PRINCIPLES AND GOALS FOR THE VILLAGE'S TRANSPORTATION SYSTEM NETWORK (2021 WORK PLAN ITEM)

Chair Burke gave a summary of previous discussions on this item. He suggested two options: 1) the Commission don't wait for the Village Board and move ahead on their own in coming up with goals. 2) Put the item on back burner for the time being and wait to see what new Village Board comes up with in terms of outreach and piggyback on those goals. He then opened it up to the Commission on suggestions for what should be the transportation goals be for the Village.

Commissioner Moses wondered if the Village Board was working on its own goal-setting process.

Village Engineer McKenna confirmed that the Village Board had begun this process in May and didn't know if they were finalized. McKenna also advised that the Commission review the comprehensive plan from 2014 for this item, before discussing it again. It identified goals, objectives and metrics for the transportation network and is the most relevant Board-approved planning document to date.

Commissioner Moses thinks there may be a third option because the Village Board is developing goals. Out of this Board process, there may be a transportation related goal that gets handed to the Commission.

Commissioner Peterson agreed on waiting and see to what the Board comes up with.

Commissioner Thompson thinks that anything that comes from the Board will be very general and not useful to the Commission in its deliberations. He recommends the Commission coming up with its own vision and acting on that vision and when things go before the Board, the Board will say whether they agree with the Commission's vision.

Commissioner Peterson offered that the Commission could wait for an agreed upon time to get direction from the Board, but if it didn't happen within the timeframe, the Commission could move ahead establishing its own process.

Commissioner Katner agreed with Commissioner Thompson in thinking the Commission would only get the most general of guidelines from the Board and then fill in the details. He also thought the Commission should be careful when approaching the Board without the benefit of meeting wholly, as it might give the idea of coordination behind the scenes. He suggested the Commission move forward on its own and see where negotiations need to happen based on what the Board finally says.

Chair Burke rebutted that although they serve on the Commission, they are still residents allowed to speak with the Board and that his conversations were not as a directive to the Board, but the Commission's interest in creating mechanisms through which public outreach can happen in Oak Park better; and sharing those with the Board.

Commissioner Katner added with not knowing the entire sense of the Village Board, the Commission should operate very carefully especially with having conversations with a couple of Trustees..

Commissioner Fink wondered how waiting for the Board would affect the upcoming survey process?

Village Engineer McKenna thought these would be separate.

McKenna asked for clarification on the intent of the Work Plan item. Is it about not establishing goals for itself and mainly establishing them through a more robust public input process; more of a grass roots item? Or is the Commission creating its own goals for the transportation network?

Chair Burke affirmed the latter. Transportation goals for the Village that would be approved by the Village Board. The Commission would then say, those goals would inform what we do.

Commissioner Fink asked why can't the Commission be proactive and come up with recommendations as a Board. How did it evolve into a public outreach process? She thought the outreach was more in terms of the parking pilot.

Chair Burke feared criticism if there were not public input.

Commissioner Fink agreed with public input in the way of feedback for established goals.

Chair Burke stated that struggle has always been the Commission needs proper tools and resources to capture the public input, whether meetings, survey, etc. He also stated that he had the same conversation with two trustees that said the Board was working on establishing tools, resources and processes to do that.

Commissioner Katner asked who the trustees were. Chair Burke did not disclose. Commissioner Katner questioned the transparency of the Commission as discussed earlier as being a caveat to the Commission's goal.

Commissioner Fink offered creating goals with current tools, that may help expose gaps in the tools in what they need and who they need to hear from.

Commissioner Thompson stated that parking is this single biggest issue to transportation/parking. The parking pilot was an attempt to make policy around parking. In essence the Commission is going to be making recommendations to the Village Board on the single biggest transportation issue in the Village in the context of the parking pilot program. Why do they need to reframe it around some major goal setting exercise? The Commission is actually making policy in the process of making decisions around issues. I'm not sure we need reframe it around some high level goal setting process; we're doing it as we go.

Chair Burke stated that the goal was to have the Village government on record with goals and priorities for transportation to help form decisions the Commission makes, and the Village Board makes.

Chair Burke ask the Commission to vote on these points: 1) wait until July for new guidance, resources, tools from the Village Board and make decision; or 2) start at the July Commission meeting the process to create goals with public input with tools currently available to the Commission.

Commissioner Fink suggested since both options are due next month, why can't they both be done and see what happens with the Village Board? If there is no new guidance, get started.

Commissioner Thompson agreed with Commissioner Fink's proposal

Commissioner Katner concurred. Commissioner Moses also agreed. Commissioner Peterson had no input.

Chair Burke stated the Commissioner will work with staff starting in July on developing a management process

9. Adjourn

There being no further business, Commissioner Fink made a motion to adjourn the meeting. Commissioner Moses seconded the motion.

The roll call vote was as follows:

Ayes – Fink, Moses, Katner, Peterson, Thompson, Burke

Nays – None

The motion passed unanimously 6 to 0.

The meeting was adjourned at 9:34 PM.

Submitted by:

Shawnya Williams

Public Works Customer Service Representative

Village Of Oak Park
Transportation Commission Agenda Item

Item Title: Replacement of Fenwick On-Street Student Permit Parking Signs
<p>Review Date: _____ July 13, 2021 _____</p> <p>Prepared By: _____ Tammie Grossman _____</p>
<p>Abstract (briefly describe the item being reviewed):</p> <p>In the summer of 2020, Fenwick High School, located at 505 Washington Blvd, completed its five-story parking garage. With the addition of the parking garage, Fenwick High School will not need on-street parking for their students. To improve parking options for Oak Park residents and prevent students from parking on residential streets, Village staff reviewed the permitted locations and is proposing changes to the parking restrictions.</p>
<p>Staff Recommendation(s):</p> <ol style="list-style-type: none"> 1. Village staff recommends approval of the restriction changes detailed on the map on page 5. 2. Alternatively, parking restrictions on Pleasant Street, Randolph Street, Washington Blvd, and Adams Street could be changed to match restrictions in the parking pilot area (3hr time limit, 8 am - 8 pm, Monday - Friday). Staff is not in favor of this recommendation until after the parking pilot survey results are analyzed and recommendations to expand the parking pilot restrictions are presented to the Transportation Commission and the Village Board.
<p>See Documentation needed for this request.</p>

MEMORANDUM

0721-1

5.1

2/3

Date: July 13, 2021

To: Transportation Commission

From: Tammie Grossman

Re: Replacement of Fenwick On-Street Student Permit Parking Restrictions

Fenwick High School completed its parking garage in 2020. The parking garage has approximately 350 parking spaces. In a typical year, Fenwick purchases 265 student permits. On May 21, 2021, Parking and Mobility Services Staff had a virtual meeting with Fenwick high school to discuss parking permits and the plan to replace on-street S4 permit areas. Fenwick staff confirmed they no longer need the S4 on-street permit parking spaces.

If Fenwick sells out of permits in their parking garage, the Village can provide an additional 79 permitted parking spaces in parking lots SB4 and SB5, located along South Boulevard.

Below is a summary of the staff-recommended changes to the parking restrictions in the vicinity of Fenwick High School:

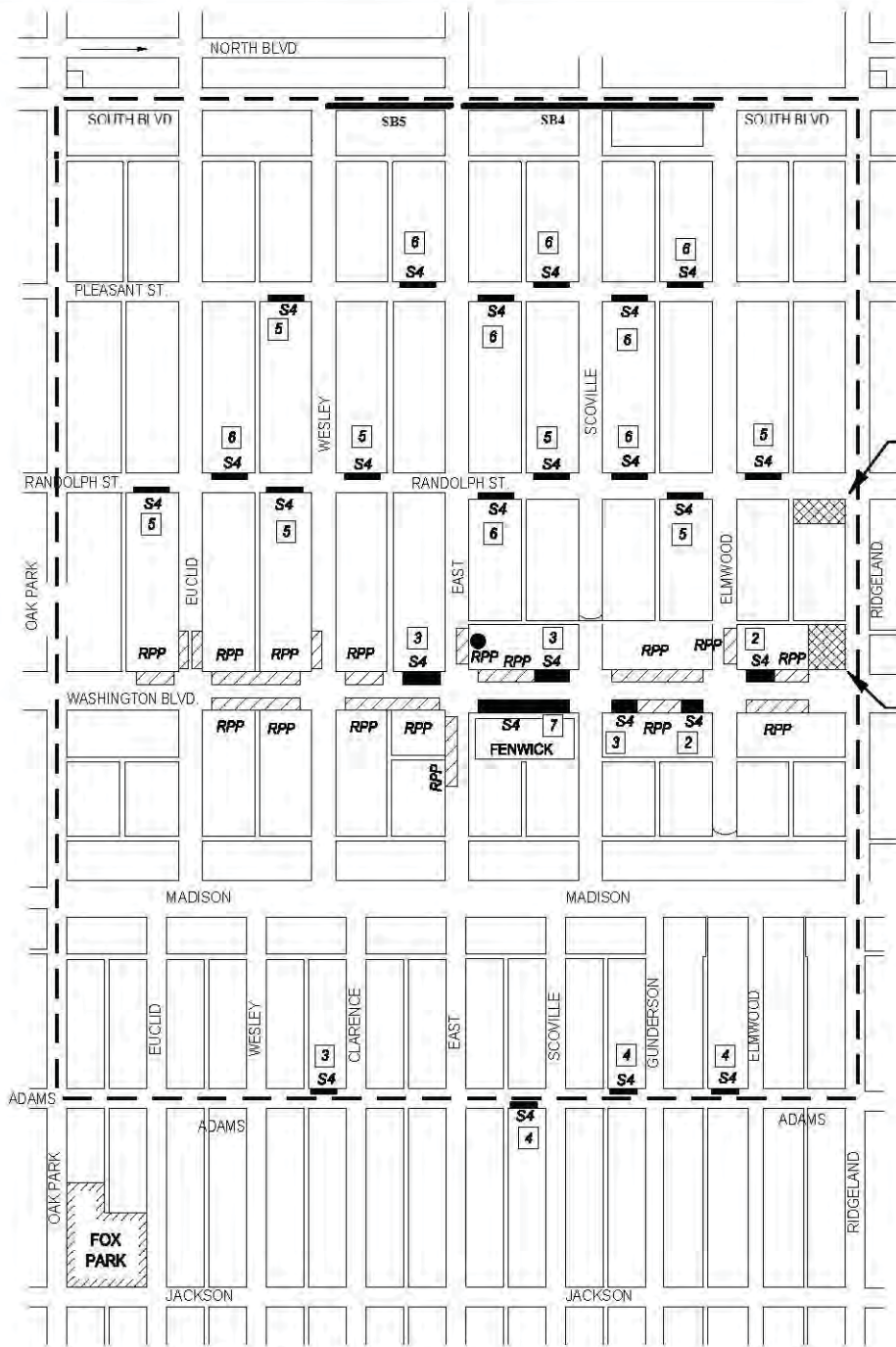
- A. Pleasant Street, from Oak Park Avenue to Ridgeland Avenue:** staff recommends replacing all six (6) SPP restrictions and replace them with 2hr parking 9 am-5 pm Monday - Saturday. In addition, staff is also proposing to replace the two (2) No parking 8 am -10 am restrictions on Pleasant street, between Scoville Avenue and East Avenue, to 2hr parking, 9 am - 5 pm, Monday - Saturday. This change will make the parking restrictions consistent throughout Pleasant Street. In addition, a 2hr restriction on Pleasant Street will discourage vehicles from parking all day.

- B. Randolph Street, from Oak Park Avenue to Ridgeland Avenue:** staff recommends replacing all nine (9) SPP restrictions with no parking 8 am - 10 am Monday - Friday. Staff also recommends changing the two (2) 2hr parking restrictions on the south side of Randolph Street, between East Avenue and Wesley Avenue, to no parking, 8 am - 10 am, Monday - Friday.

- C. Washington Boulevard, from Oak Park Avenue to Ridgeland Avenue:** staff recommends replacing five (5) out of the six (6) SPP restrictions to residential

permit parking, 8 am - 4 pm, Monday - Friday. For the other SPP restrictions on the south side of Washington Boulevard, between Scoville Avenue and East Avenue, staff recommends replacing these with Y6 overnight permit parking, 10 pm - 6 am. This will allow extra parking spaces for residents to park their vehicle near their residence.

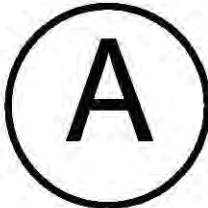
D. Adams Street, from Oak Park Avenue to Ridgeland Avenue: staff recommends replacing the four (4) SPP restrictions with no parking, 8 am - 10 am, Monday - Friday. In addition, staff recommends replacing the two (2) 9 am - 5 pm, Monday - Friday restrictions located on the north side of Adams Street, west of East Avenue to the alley and east of Scoville Avenue to the alley, with no parking 8am - 10am, Monday - Friday.



INTERCULTURA MONTESSORI SCHOOL @ 301 SOUTH RIDGELAND

OUR LADY IMMACULATE ACADEMY SCHOOL @ 410 WASHINGTON BLVD.

- = S4 = STUDENT PERMIT PARKING 8AM-4PM
- = RPP = RESIDENT ONLY PERMIT PARKING 8AM - 4PM MONDAY - FRIDAY
- = FRONT DOOR OF HOUSE
- = NUMBER OF "S4" SPACES PER AREA
THIS NUMBER IS 90% OF THE TOTAL AVAILABLE "S4" SPACES
- = BORDER OF FENWICK HIGH SCHOOL AREA
INCLUDES BOTH SIDES OF ADAMS STREET AND BOTH SIDES OF SOUTH BOULEVARD



VOP Engineering

Scale: 1" = Ft.
By: MJK Date: 03/20/17
Filename: Parking Around Fenwick HS 21 as amended.dwg
U:\Parking_Traffic\Permit Parking\Fenwick High School Area\Parking Around Fenwick HS 21 as amended.dwg

STUDENT AND RESIDENT PERMIT PARKING AROUND FENWICK H.S. AS AMENDED TO SHOW 'S4' STUDENT PERMIT PARKING ZONES AS OF MARCH 2017



Proposed Changes on Randolph Street.
 *Replace all (9) SPP with No Parking 8am-10am Monday - Friday
 *Replace the (2) 2Hr parking to No Parking 8am-10am Monday - Friday

Proposed Changes on Washington Blvd
 *Replace (5) out of the (6) SPP to Residential Permit Parking 8am-4pm Monday - Friday
 *Replace (1) SPP between Scoville and East in front of Fenwick High School to Y6 overnight parking 10pm-6am

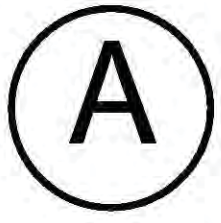
Proposed Changes on Pleasant St
 *Replace all (6) SPP with 2Hr Parking 9am - 5 pm Monday - Saturday
 *Replace the (2) No Parking 8am-10am Monday- Friday to 2Hr Parking Monday-Saturday 9am - 5pm.

INTERCULTURA MONTESSORI SCHOOL @ 301 SOUTH RIDGELAND

OUR LADY IMMACULATE ACADEMY SCHOOL @ 410 WASHINGTON BLVD.

Proposed Changes on Adams Street
 *Replace the (4) SPP to No Parking 8am-10am Monday - Friday.
 *Replace the (2) 2hr parking 9am-5pm Monday - Friday parking to No Parking 8am-10am Monday - Friday

- = S4 = STUDENT PERMIT PARKING 8AM-4PM
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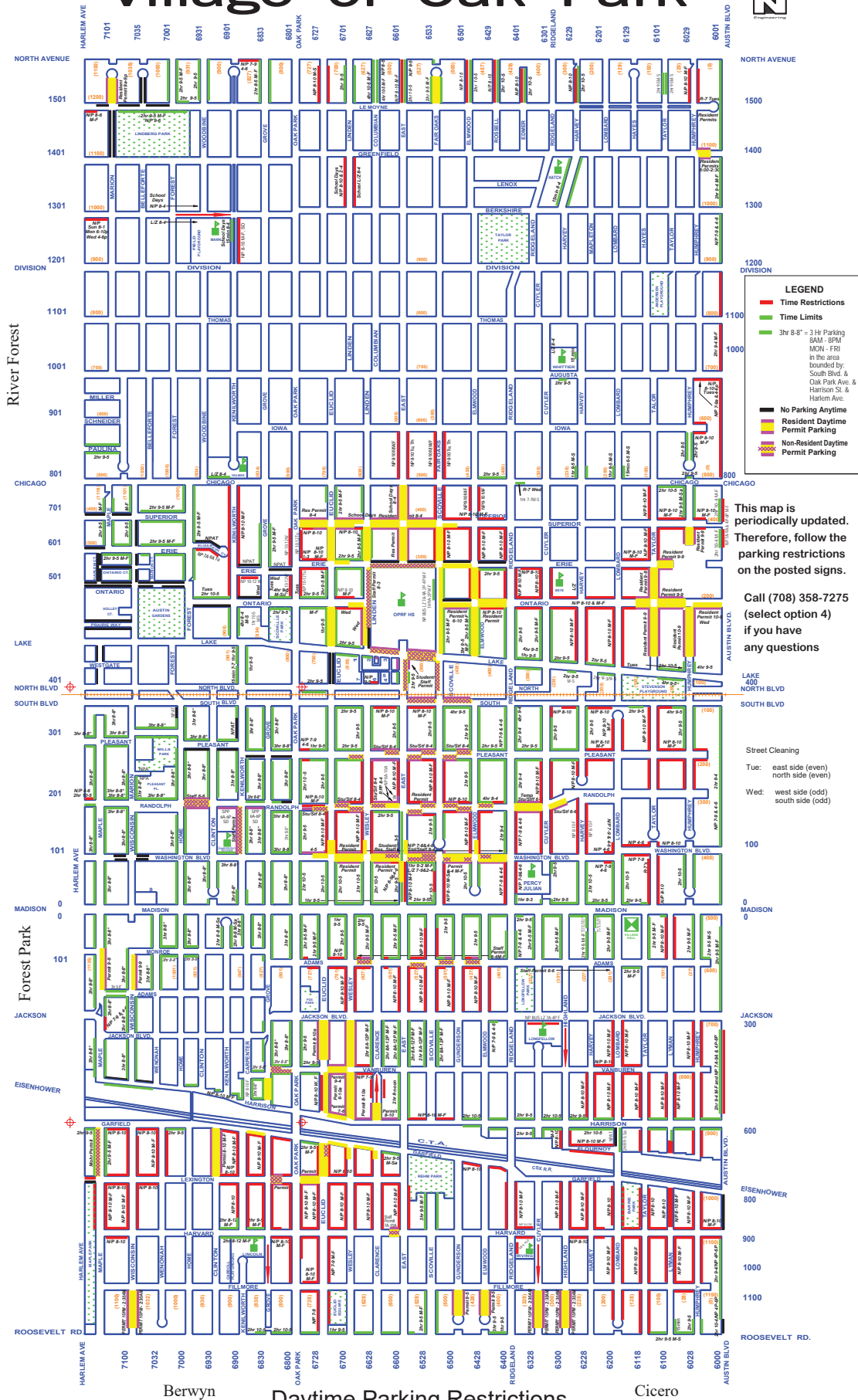
STUDENT AND RESIDENT PERMIT PARKING AROUND FENWICK H.S. AS AMENDED TO SHOW 'S4' STUDENT PERMIT PARKING ZONES AS OF MARCH 2017

Village of Oak Park



0721-1

5.4
1/1



LEGEND

- Time Restrictions (Red outline)
- Time Limits (Green outline)
- 3hr 8-8P = 3 Hr Parking 8AM - 5PM MON - FRI in the area bounded by: South Blvd. & Oak Park Ave. & Harrison St. & Harlem Ave.
- No Parking Anytime (Black outline)
- Resident Daytime Permit Parking (Yellow outline)
- Non-Resident Daytime Permit Parking (Purple outline)

This map is periodically updated. Therefore, follow the parking restrictions on the posted signs.

Call (708) 358-7275 (select option 4) if you have any questions

Street Cleaning
 Tue: east side (even) north side (even)
 Wed: west side (odd) south side (odd)

Daytime Parking Restrictions

This map is periodically updated. Therefore, follow the parking restrictions on the posted signs.

Revised on 06/16/2021

Village of Oak Park
Transportation Commission Agenda Item

Item Title:	Review the effectiveness of the existing citizen petition process / system for implementing traffic calming measures and then modifying or replacing them if warranted (continuation from the February 9, 2021, May 11, 2021 and June 8, 2021 Transportation Commission Meetings)
Review Date:	June 13, 2021
Prepared By:	Jill Juliano
Abstract (briefly describe the item being reviewed):	
<p>The approved 2021 Transportation Commission Work Plan includes an item entitled: <u>Review the effectiveness of the existing citizen petition process / system for implementing traffic calming measures and then modifying or replacing them if warranted</u>. This was carried over from the approved 2020 Work Plan.</p> <p>Tonight is a continuation of the discussion of this item which occurred on the February 9, 2021, May 11, 2021 and June 8, 2021 Transportation Commission meetings. See Exhibit 6.3 for the minutes from the February 9, 2021, May 11, 2021 and June 8, 2021 meetings.</p> <p>The two stated outcomes for this item are: (1) implement a more efficient and effective process for addressing citizen traffic calming requests and (2) develop an adopted vision for transportation in the Village of Oak Park.</p> <p>This work plan item is scheduled to be completed by the 3rd quarter of 2021.</p>	
Staff Recommendation(s):	
<p>Staff is recommending that tonight's meeting be geared towards finalizing recommendations to possibly modify the process by which: 1) solicit public input on where traffic calming is needed, 2) identify locations in need of traffic calming, and 3) ways to prioritize where traffic calming measures will be implemented. Once the Commission's recommendations are finalized, they will be forwarded to the Village Board of Trustees for review and possible approval to possibly modify or replace the existing citizen traffic calming petition process.</p>	
Supporting Documentation Is Attached	

Memorandum

0621-1

6.1

2/2

Date: July 9, 2021

To: The Transportation Commission

From: Jill Juliano, Transportation Engineer JJ

Re: Background Information Related Review the Effectiveness of the Existing Citizen Petition Process/System for Implementing Traffic Calming Measures and Then Modifying or Replacing Them If Warranted (Continuation from the February 9, 2021, May 11, 2021 and June 8, 2021 Transportation Commission Meetings)

At the June 8, 2021 Transportation Commission meeting, the Commission requested that staff provide the following information regarding this item at the next Transportation Commission meeting. The information requested is:

- How to get through the backlog of existing traffic calming petitions
- Provide information on how the prescreening process would go

Regarding the backlog of existing traffic calming petitions, Village staff will be submitting a \$250,000 budget amendment to the Village Board at its July 19, 2021 meeting. The amendment is to hire a consultant to process the queue of existing petitions via the current traffic calming petition process. And the queue of petitions will be reviewed by the Transportation Commission for recommendations and ultimately reviewed by the Village Board of Trustees for a decision.

For the prescreening process, staff would use variables such as: traffic volumes, traffic crashes (weighted for injury severity & crashes involving pedestrians and/or bicyclists), and input from the Police Department. Depending on the criteria thresholds, it would either continue on for processing and review by the Transportation Commission; or staff would manage the location with lower level/low cost calming measures such as speed radar signs or targeted enforcement. As part of the present traffic calming petition process, a scoring table (see Exhibit 6.2) was developed to make sure the petitions met or exceeded a certain level before it could proceed further in the process. To date, all submitted petitions met or exceeded the minimum score required (25 points) to have the Transportation Commission review and make a recommendation on the petition. Some version of this tool or changing the numerical score associated for the different measures could also be used as part of the prescreening process.

Measure	Maximum Number of Points	Criteria for assigning a numerical score to traffic problems to be corrected by the use of Traffic Calming Measures - as approved by the Village Board of Trustees on November 6, 2017 -	minimum possible score																																																																																														
Crash History	20	1-3 correctible crashes in a 3 year period = 5 points 4-10 correctible crashes in a 3 year period = 10 points more than 10 correctible crashes in a 3 year period = 15 points any correctible crash involving injury to a pedestrian/cyclist = 5 points	0 pts.																																																																																														
Vehicle Speed	20	85th percentile speed is not over the speed limit = 0 points 85th percentile speed is 1 mph over the speed limit = 4 points 85th percentile speed is 2 mph over the speed limit = 8 points 85th percentile speed is 3 mph over the speed limit = 12 points 85th percentile speed is 4 mph over the speed limit = 16 points 85th percentile speed is 5 mph or more over the speed limit = 20 points outlier excessive speeding = 5 points	0 pts.																																																																																														
Vehicle Volume	20	ADT < 750 = 0 points ADT = 751 - 1,350 = 5 points ADT = 1,351 - 1,950 = 10 points ADT = 1,951 - 2,550 = 15 points ADT > 2,550 = 20 points	0 pts.																																																																																														
Pedestrian Traffic Generators	15	Any school, park, library, church, CTA station 1 block (660 ft.) or less away = 5 points Any school, park, library, church, CTA station 1 to 2 blocks (1,320 ft.) away = 3 points Any school, park, library, church, CTA station more than 2 blocks away = 0 points	0 pts.																																																																																														
Bike Routes / Non-Bike Routes	10	Not identified as a proposed bike route/boulevard* = 3 points Identified as a Marked Shared Lane* = 6 points Identified as a Neighborhood Greenway, Dedicated Bike Lane, or Bike Boulevard* = 10 points * Per the VOP Bike Plan 2008 and 2015 VOP Bike Plan Addendum	3 pts.																																																																																														
Community Interest	15	<p>Final Score = Base Score (+10 to +15 points) minus External Negative Support Score (-1 to -5 points) Exteral Negative Score is from responses from outside of the affected petition zone.</p> <table border="1" data-bbox="537 1310 1235 1541"> <thead> <tr> <th colspan="4">51% petitions</th> <th colspan="4">75% petitions</th> </tr> </thead> <tbody> <tr> <td>51%</td> <td>-</td> <td>59%</td> <td>= 10 points</td> <td>75%</td> <td>-</td> <td>78%</td> <td>= 10 points</td> </tr> <tr> <td>60%</td> <td>-</td> <td>68%</td> <td>= 11</td> <td>79%</td> <td>-</td> <td>82%</td> <td>= 11</td> </tr> <tr> <td>69%</td> <td>-</td> <td>77%</td> <td>= 12</td> <td>83%</td> <td>-</td> <td>86%</td> <td>= 12</td> </tr> <tr> <td>78%</td> <td>-</td> <td>86%</td> <td>= 13</td> <td>87%</td> <td>-</td> <td>90%</td> <td>= 13</td> </tr> <tr> <td>87%</td> <td>-</td> <td>95%</td> <td>= 14</td> <td>91%</td> <td>-</td> <td>94%</td> <td>= 14</td> </tr> <tr> <td>96%</td> <td>-</td> <td>100%</td> <td>= 15</td> <td>95%</td> <td>-</td> <td>100%</td> <td>= 15</td> </tr> </tbody> </table> <table border="1" data-bbox="667 1577 1105 1808"> <thead> <tr> <th colspan="2"></th> <th colspan="2">% of negative replies</th> <th colspan="2">Subtract</th> </tr> </thead> <tbody> <tr> <td colspan="2"></td> <td colspan="2">Less than 10 or 16 replies</td> <td>=</td> <td>- 0 points</td> </tr> <tr> <td rowspan="5">If at least 10 or 16 replies are received, subtract points based upon the percentage of replies that are negative</td> <td>1%</td> <td>-</td> <td>20%</td> <td>=</td> <td>- 1 point</td> </tr> <tr> <td>21%</td> <td>-</td> <td>40%</td> <td>=</td> <td>- 2</td> </tr> <tr> <td>41%</td> <td>-</td> <td>60%</td> <td>=</td> <td>- 3</td> </tr> <tr> <td>61%</td> <td>-</td> <td>80%</td> <td>=</td> <td>- 4</td> </tr> <tr> <td>81%</td> <td>-</td> <td>100%</td> <td>=</td> <td>- 5 points</td> </tr> </tbody> </table>	51% petitions				75% petitions				51%	-	59%	= 10 points	75%	-	78%	= 10 points	60%	-	68%	= 11	79%	-	82%	= 11	69%	-	77%	= 12	83%	-	86%	= 12	78%	-	86%	= 13	87%	-	90%	= 13	87%	-	95%	= 14	91%	-	94%	= 14	96%	-	100%	= 15	95%	-	100%	= 15			% of negative replies		Subtract				Less than 10 or 16 replies		=	- 0 points	If at least 10 or 16 replies are received, subtract points based upon the percentage of replies that are negative	1%	-	20%	=	- 1 point	21%	-	40%	=	- 2	41%	-	60%	=	- 3	61%	-	80%	=	- 4	81%	-	100%	=	- 5 points	10 pts. (5 pts. with minimum petition score + maximum external negative support)
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	81%	-	100%	=	- 5 points																																																																																												
Maximum Score	100	Mininum score necessary to submit petition to the Transportation Commission for review and recommendation = 25 points (minimum required)	13 pts.																																																																																														

DRAFT Meeting Minutes
Transportation Commission
Tuesday, June 8, 2021 – 7:00 PM
Remote Participation Meeting

0721-1
6.3
1/14

1. Call to Order

Transportation Commission Chair Ron Burke called remote participation meeting to order at 7:09 PM

Staff Liaison Jill Juliano the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghan Moses, Ryan Peterson, Aaron Stigger, James Thompson, Ron Burke

Absent: None

It was noted that the Transportation Commission is now fully staffed with 7 members.

Staff: Parking Restrictions Coordinator (PRC) Cinthya Redkva, Transportation Engineer/Staff Liaison Jill Juliano, Village Engineer Bill McKenna, Development Customer Services Director Tammie Grossman

2. Non-Agenda Public Comment

None

3. Agenda Approval

Commissioner Stigger made a motion to approve the agenda as presented. Commissioner Thompson seconded the motion.

The roll call vote was as follows:

Ayes – Stigger, Thompson, Fink, Katner, Moses, Peterson, Burke

Nays – None

The roll call vote was as follows:

Ayes – Thompson, Peterson, Fink, Katner, Moses, Stigger, Burke

Nays – None

The motion passed 6 to 0

7. REVIEW THE EFFECTIVENESS OF THE EXISTING CITIZEN PETITION PROCESS/SYSTEM FOR IMPLEMENTING TRAFFIC CALMING MEASURES AND THEN MODIFYING OR REPLACING THEM IF WARRANTED (CONTINUATION FROM THE FEBRUARY 8, 2021 & MAY 11, 2021 TRANSPORTATION COMMISSION MEETINGS).

Chair Burke reminded the Commission on prior discussions regarding this item, which included: staff prescreen traffic calming petitions due to existing backlog; make petition process easier for multi-unit housing residents; utilize a marketing approach or call for proposals. Consideration was also given to testing out this prescreen on current backlog of petitions along with staff coming up with ideas on how to achieve these goals.

Village Engineer McKenna responded that staff has begun conversations with Oak Park Police Department and the Traffic Unit to get its observations and accident data to create a GIS Map combining existing traffic and accident data to serve as a prescreening tool. Staff is still in conversations with the Police Department and awaiting a conversation with the Village Manager's Office for final recommendations on screening options. Staff currently has no numbers to ascribe to a prescreening method to establish a threshold. Staff expressed apprehensions about using a prescreen method on existing petitions, as they were submitted under the current guidelines.

Chair Burke inquired about the current language or guidelines which guarantees a petition will be heard. He sees this as a good opportunity to apply the prescreen approach to get through the existing back log of petitions.

Village Engineer McKenna replied there is a Board adopted rule for the Commission along with a traffic calming toolbox and scoring system for evaluating applications to determine if they will go forward to recommendation by the Transportation Commission. All of which is published on the Village's website.

Chair Burke opened the floor for questions/comments. The Commission had the following questions/concerns:

Commissioner Peterson asked if traffic calming measures first go through the petition process to be considered or implemented? Can they be done at the request of the Village or can a resident initiate pointing out an unsafe area and be remedied by additional infrastructure measures?

Village Engineer McKenna answered yes to all the questions, a resident can approach the Board a public comment or email, leading to implementation without going to the Commission. There has also been Board involvement post-Commission recommendations. Staff looks at traffic daily for safety issues around intersection treatments like stop signs, line of sight and minor traffic calming things, like 'Keep Kids Alive, Drive 25' program and speed radar sign monitoring.

Commissioner Peterson followed up by saying that a more individualized petition process would be more powerful than having one person go out and collect signatures. With limited staff capacity, if we have this amount of resources to deal with this amount of projects in 2022; then have a call for projects in late 2021 and leaning on quantitative analysis to determine which projects are most practical, which are most immediate and which could pose an immediate danger to the roadway users.

Chair Burke summed things up this way: staff needs more time to come back with a more rounded out recommendation. Staff also has concerns with the Commission's idea of prioritizing the backlogged 18 petitions and putting the Tier 2 petitions off to the side.

Commissioner Thompson added that petitions of the same concern can be grouped and looked at collectively.

Village Engineer McKenna stated that the Village does try to bundle petitions for the Commission and sometimes reach out to multiple blocks dealing with the same issue. He affirmed that some of the 18 petitions will be bundled before reaching the Commission. Regarding public outreach, what is the Commission's vision?

Burke reiterated the prescreening process which would help pare down petitions with no plans for a large call for petitions considering staff's inability to manage many petitions.

Village Engineer McKenna stated that a prescreen tool is realistic option moving forward. Largely geared toward multifamily population which is hard to reach. Is the Commission looking at web-based outreach or mail outreach?

Chair Burke thought the Commission's next agenda item might address staff's question on how outreach will be done. While the Commission could try to come up with a recommendation, they would largely rely on staff resources and paring down of petitions to process. If there is not a prescreening process in place then we wouldn't do a call for proposals because staff doesn't have the capacity to do it. The Commission is looking for staff to share with us a way to streamline and prioritize this process to allow to process a larger number of petitions coming in the door.

Village Engineer McKenna suggested that the goals should be tackled first such as confirming process for petitions, so they aren't creating a process not in line with the Commission's goals, then using existing staff tools for outreach efforts.

Chair Burke thinks even to set/reach goals public input is needed and currently tools for doing so don't exist. He is recommending for next meeting staff recommendations on how to get through backlog of petitions. Streamline data crunching. Additional information on how prescreen should go, hopefully with information from Village Board included. How do we get through these petitions in a more streamlined way than we normally do it? Also, he would like to hear from staff how the prescreening approach could go.

Village Engineer McKenna thought this was doable, because staff is looking at hiring consultants to do work in other areas where they are short staffed, so this might be an option in this situation.

Commissioner Katner agreed with Chair Burke's recommendation as well as emphasizing transparency.

Commissioner Peterson motioned to adopt that approach for the next Commission meeting which includes strategy to get through prescreening, get through backlog while being transparent.

Commissioner Moses wanted to confirm work to determine prescreen criteria, centered around high crash areas. Her concern is making sure to not just weed out petitions that don't make the cut but making a difference when possible. Particularly when it comes to addressing Oak Park's high crash rate. Otherwise she also agrees with the recommendation.

Village Engineer McKenna confirmed that crash data would be a key component and whether it would be coupled with staff observations, specifically the Police Department's Traffic Unit. He also stated that a motion wouldn't be needed for these recommendations.

8. RECOMMEND TO THE VILLAGE BOARD REVISED PRINCIPLES AND GOALS FOR THE VILLAGE'S TRANSPORTATION SYSTEM NETWORK (2021 WORK PLAN ITEM)

Chair Burke gave a summary of previous discussions on this item. He suggested two options: 1) the Commission don't wait for the Village Board and move ahead on their own in coming up with goals. 2) Put the item on back burner for the time being and wait to see what new Village Board comes up with in terms of outreach and piggyback on those goals. He then opened it up to the Commission on suggestions for what should be the transportation goals be for the Village.

Commissioner Moses wondered if the Village Board was working on its own goal-setting process.

Village Engineer McKenna confirmed that the Village Board had begun this process in May and didn't know if they were finalized. McKenna also advised that the Commission review the comprehensive plan from 2014 for this item, before discussing it again. It identified goals, objectives and metrics for the transportation network and is the most relevant Board-approved planning document to date.

APPROVED Meeting Minutes
Transportation Commission
Tuesday, May 11, 2021 - 7:00 PM
Remote Participation Meeting

1. Call to Order

Transportation Commission Staff Liaison Jill Juliano called the remote participation meeting to order at 7:05 PM

Staff Liaison Juliano read the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghann Moses, Chair Ron Burke

Absent: Aaron Stigger, James Thompson

Staff: Development Customer Service Director Tammie Grossman, Village Engineer Bill McKenna, Parking Restrictions Coordinator (PRC) Cinthya Redkva, Development Customer Service Budget and Revenue Analyst Sean Keane, Staff Liaison Jill Juliano

2. Non-Agenda Public Comment

Commissioner Katner asked when the Commission will be able to meet in person and is the Village thinking about it. Director Grossman responded the Village has not made a decision yet. The Village is waiting to see what the Governor's orders are relating to the phases and when it will be feasible to start holding public meetings.

3. Agenda Approval

Commissioner Katner made a motion to approve tonight's agenda as presented.

Chair Burke stated if there's enough time, he believes the work plan item to recommend to the Village Board revised principles and goals for the Village's transportation system network

7. REVIEW THE EFFECTIVENESS OF THE EXISTING CITIZEN PETITION PROCESS / SYSTEM FOR IMPLEMENTING TRAFFIC CALMING MEASURES AND THEN MODIFYING OR REPLACING THEM IF WARRANTED (CONTINUATION FROM THE FEBRUARY 11, 2021 TRANSPORTATION COMMISSION MEETING)

Chair Burke provided a short summary of what was discussed at the February 9th Transportation Commission meeting.

Key points are:

- The overall goal is good.
- Want to make it easier for citizens to engage in the process, especially those in multi-unit homes.
- Make the process more equitable.
- Limited funds in the budget for traffic calming measures.
- Is there a better way to prioritize use of the funds rather than first come, first served?
- Came up with some alternatives but they seemed to have downsides as well.
- Struggling to find effective ways to achieve these goals within the limitations.

Chair Burke would like to see if the Commission could come up with one or two suggestions for improving the process to forward as recommendations to the Village Board. If the Commission can't come up with anything, we can stay the course and keep things the way they are.

Chair Burke reiterated asking the Village Board to adopt goals that would help inform the Commission's decision-making around items like this. What are the priorities for the Village when it comes to transportation?

Village Engineer McKenna stated while the Commission is looking for methods to improve the ease of the petition process for residents; presently, staff can't keep pace with the current process. He wants to make sure whatever the Commission may recommend is doable from a staffing standpoint. There is a backlog of petitions. Staff is looking for ways to vet the petitions before going to the Commission or even before the traffic data collection process because staff can't keep pace.

Chair Burke said there could be a way to prescreen based on some criteria to prioritize the petitions into Tier 1 which go to the Commission and Tier 2 which are filtered out.

Village Engineer McKenna indicated staff does have good volume data which is generally related to speeds and crash data from the State; but it is dated. Most recent crash data is

from 2019. An issue is if road conditions change or a recent severe crash is not included in the analysis. It would get pushback from residents. If the Commission is supportive of some kind of methodology for prescreening; any procedure that streamlines the petition process for other applicants might work as long as there are prescreening tools.

The Commission discussed aspects of a prescreening approach.

- How does it affect the equity issue?
- While concerns may be legitimate, due to capacity limitations it needs to rise to a certain level to make it to the Tier 1 within a specific time frame.
- What happens if petition remains in Tier 2? What is the process?
- Crash data is broken out by mode including pedestrians and bicyclist as well as severity of crash.
- How to score for crash information.
- Are there areas people avoid walking or biking because they are dangerous?
- Staff to bring suggestions to the Commission on how to prescreen.
- Is there way to truncate the data collection and analysis to expedite the process?

Commissioner Katner asked about backlog of petitions and how has Covid contributed to not being able to collect traffic data. Staff responded there are 19 petitions in the queue. Traffic volumes on Village streets had been low and not consistent with what was observed on a typical day. Many people were working from home or not at all. Traffic needs to return to typical patterns for data collection to occur. Only recently have workers been called back into the office and traffic volumes and patterns started to return to what had been observed on a typical day. Staff have begun to resume traffic data collection

Discussion occurred regarding the problem of an issue (parking or traffic) being bumped over to another block when it is addressed on a petitioning block. Discussion regarding if a measure is placed on petitioning blocks could the Village preemptively decide to do it on other blocks and put it out for comment?

The Commission next discussed possible options to make it easier for people to participate in the petition process. They include:

- Development of a document to gauge interest that a resident can send to his/her neighbors
- Electronic docu-sign document forwarded between residents of a block for signature.
- Announce a call for petitions/proposals to the residents
- Is the equity issue being addressed? Commission is struggling to think of ways to address this aspect.

- There is an outreach issue based on comments on different Oak Park social media groups or forums
- Include a data element such as crashes so people understand where their block falls in terms of being a hot spot or not. Try to be as transparent as possible regarding the screening process.
- All items including prescreening tools would be recommendations to the Village Board for the consideration and a decision.

The comment was made that maybe the prescreening process should be tested on the backlog of existing petitions to see if it works before a call for petitions/proposals is announced.

The discussion turned to the work plan item: developing mission statement and/or guiding principles for the Transportation Commission and the Village's transportation system.

The Commission decided to hold off debating this item but instead discussed what the Commissioners and staff could do between the Commission meetings to prepare for this topic. Items discussed included:

- Chair Burke to talk with different Village Board Trustees regarding getting input from the public on what they want
- Commission needs agreed upon goals to be guideposts for the Transportation Commission when making decisions or recommendations.
- Use community input to inform the Commission's recommendations to the Village Board for the Village's transportation goals.
- Recommend to Village Board process of getting community input.
- Using public input, draft recommendations for the Village's transportation goals to forward to the Village Board for review and a decision.
- Want Village Board approval to move forward on getting public input process due to staff involvement and associated costs for a robust public input campaign.
- Possible option: public meeting to discuss what the Village's transportation goals are and invite the public to the meeting to participate and not involve staff resources.
- Question of: how broad of an audience do you want to reach.
- Public input could be in the form of both public meeting and a survey.
- Due to Covid and backlog, need to be realistic on level of public input and what is feasible.

For the next meeting, Staff:

- To provide recommendations regarding preapproval/prescreening process for petition backlog. If viable, may use for items such as call for petitions/proposals.

For the next meeting, the Commissioners:

- Think about ways for getting community input so the Commission is ready to discuss the issue. In addition, what are goals, product and deliverable for the process.
- Research what other similar type agencies or municipalities have done regarding this process and their transportation goals.

8. ADJOURN

There being no further business, Commissioner Fink made a motion to adjourn the meeting.

The motion was seconded by Commissioner Moses.

The roll call vote was as follows:

Ayes: Fink, Moses, Katner, Burke

Nays: None

The motion passed unanimously 4 to 0.

The meeting was adjourned at 9:02 PM.

Submitted by:

Jill Juliano

Staff Liaison Jill Juliano

APPROVED Meeting Minutes
Transportation Commission
Tuesday, February 9, 2021 - 7:00 PM
Remote Participation Meeting

1. Call to Order

Transportation Commission Chair Ron Burke called the remote participation meeting to order at 7:02 PM

Engineer Juliano read the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghann Moses, Aaron Stigger, James Thompson, Chair Ron Burke

Absent: none

Staff: Village Engineer Bill McKenna, Parking Restrictions Coordinator (PRC) Cinthya Calderon, Development Customer Service Budget and Revenue Analyst Sean Keane, Traffic/Transportation Engineer Jill Juliano

2. Non-Agenda Public Comment

None

Prior to the Agenda Approval, Chair Burke spoke about the status of the Transportation Commission's 2021 Work Plan and Village staff's position on certain items. Village Engineer McKenna provided additional detail.

3. Agenda Approval

Commissioner Thompson made a motion to approve tonight's agenda as presented.

Commissioner Katner seconded the motion.

The roll call vote was as follows:

Ayes – Thompson, Katner, Fink, Moses, Stigger, Burke
Nays – None

The motion passed unanimously 6 to 0.

4. Approval of the draft January 12, 2021 Transportation Commission meeting minutes

Commissioner Thompson made a motion to approve the draft January 12, 2021 Transportation Commission meeting minutes as presented.

Commissioner Fink seconded the motion.

The roll call vote was as follows:

Ayes – Thompson, Fink, Katner, Moses, Stigger, Burke
Nays – None

The motion passed unanimously 6 to 0.

5. REVIEW THE EFFECTIVENESS OF THE EXISTING CITIZEN PETITION PROCESS / SYSTEM FOR IMPLEMENTING TRAFFIC CALMING MEASURES AND THEN MODIFYING OR REPLACING THEM IF WARRANTED

Engineer Juliano gave a short summary about the item. She mentioned:

This is an item from the Transportation Commission's current work plan; and a carryover from the 2020 work plan. The two stated outcomes for this item are: (1) implement a more efficient and effective process for addressing citizen traffic calming requests and (2) Develop an adopted vision for transportation in the Village of Oak Park. The item is scheduled to be completed by the third quarter of 2021.

Chair Burke spoke of the Transportation Commission's concern with limited resources for projects associated with the traffic calming toolbox and want to make sure the money is being used as effectively as possible. The Commission is wondering if there is another process to bring in good projects to recommend for implementation and funding that is different from the present petition process.

Commissioner Moses reiterated Chair Burke's comments on wanting to use the funds effectively as possible.

Commissioner Moses stated one possible option is to keep the petition process but have a due date to bring all submitted petitions before the Transportation Commission once or twice a year to compare and see which would have the most impact on traffic calming. And for staff to provide input where there are hot spots in the Village for the Commission to consider. Then the Commission can prioritize the funds for the projects with the most impact. Petitions not selected as a traffic calming project can be reviewed again in the following year.

Issues or topics discussed by the Commissioners included:

- Not all residents know there is funding for traffic calming.
- Locations where traffic calming is requested but not on resident's block (by schools, transit stops, parks, etc.); possible other process for these locations.
- Increase equity to advertise these funds for those not keyed into the Village's processes.
- If resident petitions remains in this process and doesn't get traffic calming toolbox funds, does the Transportation Commission still review them under a separate system and make a recommendation on them?
- The Transportation Commission doesn't have a good way to judge how STOP signs at an intersection affect the whole transportation network.
- Maybe a different process to evaluate petitions without expending as much staff resources, maybe a truncated approach.
- Possible initial screening process to make the first cut where limited staff resources are spent.

Commissioner Fink asked staff to explain 1) what petitions make it to the Transportation Commission, and 2) does the Village normally use the funding available each year?

Engineer Juliano explained the traffic calming petition process and what petitions (alley speed bump and Keep Kids Alive Drive 25 signs) are handled administratively.

Village Engineer McKenna stated once over the initial hurdle of verifying and determining the petition has the necessary signatures is when the Village starts spending money on data collection, etc. If getting away from petition process, it would be good to have something fill that space. He also provided information on the funding as well as vetting that Village staff already does on traffic calming issues that are submitted by residents.

Commissioner Moses asked if staff could look at crash hotspots. She also asked if the petition process is the best practice for traffic calming.

Village Engineer McKenna spoke of what staff already does as a starting point based on GIS crash data from the state and internal volume data. He stated the petition process is a way to give residents a voice and a process to work through the traffic concerns that they have.

Chair Burke questioned if there could be a hybrid of the petition process and a staff or Commission identified locations and engage residents near those locations.

Village Engineer McKenna provided background, what staff already does and what some possible options.

Commissioner Moses asked if there is an automatic review of a particularly bad crash.

Village Engineer McKenna responded there is no predefined process for severe crashes.

Chair Burke summarized that besides the petition process; there is an option of asking for staff input on hot spots. The Commission would review those areas and an additional option of putting out a call for petitions to the public and look at them biannually.

Commissioner Fink mentioned she thought it was to make the process more equitable and increase community engagement and not just the most effective use of funds.

Chair Burke responded he thought it was both.

A discussion took place on the following topics:

- How to get more engagement from residents living in multi-unit buildings.
- Have staff provide input on hot spots and the Commission may identify additional locations that need to be investigated and analyzed.
- The timing of the prioritized list of recommended locations for calming projects to be incorporated in the next year's budget and its effects.
- Residents may go through this process and there's no funding.

Commissioner Katner stated it's a balancing act between equity and efficiency. Given what he reads is the mood in the Village and nationally, he thinks we should err on the side of equity. He would love people living in apartments to see they can take control of the transportation needs on their block.

Chair Burke said if we were to get more petitions in maybe it sends a signal to the Village Board there is a lot of interest in this; and maybe that budget should be a little bit higher.

Commissioner Stigger mentioned one of the discrepancies he sees in the past from the Village Board is there's data which indicates it's okay and there's people who say it doesn't feel okay. He would like to see some actions to coming together on that. How do we address the fact that people don't feel safe to riding their bikes on their street? Regardless of the national standard says, maybe we need to set a higher standard and trickle down to

the traffic calming issues. There's also room for improvement on how to motivate or incentivize better driver behavior even if it's small.

Commissioner Thompson spoke about the suggested idea of asking Village staff to come up with a map of hot spots based on some pattern of accidents; but most of what we get are people complaining cars are going too fast down their blocks and asking for measures. That's not going to show up on a map of hot spots. Are we telling those people we are not going to address their concerns? It affects the enjoyment of their neighborhood. We would be telling the people we have other priorities.

A discussion occurred about whether or not the Commission is already doing that because when people come in for a solution, the Commission doesn't give them anything. It is also the case with the decisions that are made at the Village Board level as well. It was stated maybe if more people are invested in this, then maybe the Village Board won't make those kinds of decisions in the future.

Chair Burke suggested the Commissioners contemplate the items discussed as there was a good discussion and place this on the agenda for the next meeting. He would like to revisit this at the next meeting and have one or two options for the Commission to vote on.

6. ADJOURN

There being no further business, Commissioner Stigger made a motion to adjourn the meeting.

The motion was seconded by Commissioner Fink.

The roll call vote was as follows:

Ayes: Stigger, Fink, Katner, Thompson, Burke

Nays: None

The motion passed unanimously 6 to 0.

The meeting was adjourned at 8:20 PM.

Submitted by:

Jill Juliano

Traffic/Transportation Engineer

Village of Oak Park

Transportation Commission Agenda Item

Item Title: Develop Mission Statement and/or Guiding Principles for the Transportation Commission and the Village's Transportation Network

Review Date: July 13, 2021

Prepared By: Jill Juliano

Abstract (briefly describe the item being reviewed):

The approved 2021 Transportation Commission Work Plan includes an item entitled: Develop mission statement and/or guiding principles for the Transportation Commission and the Village's transportation system.

There is one stated outcome for this topic: Recommend to the Village Board revised principles and goals for the Village's transportation system network. This work plan item does not have a specified time frame.

At the June 8, 2021 meeting, the Transportation Commission discussed aspects of the item including: wait and see what the new Village Board comes up with in terms of outreach and piggyback on that; the Commission move ahead on their own in coming up with goals; the Village Board develops a transportation related goal that gets handed to the Commission; concern about the difficulty in receiving input for certain segments of the Village's population, notably residents of multi-unit buildings. The intent of the item was clarified to be the Transportation Commission would recommend to the Board goals for the Village's transportation network; and those goals if approved by the Village Board would inform what the Commission does.

Ultimately it was decided that the Transportation Commission to pursue the following two options: wait until July for new guidance, resources, tools from the Village Board and/or start at the July Commission meeting the process to create goals with public input using tools presently available to the Commission.

A copy of the draft May 11, 2021 and June 8, 2021 Transportation Commission meeting minutes related to this item are included.

Staff Recommendation(s):

Based on their research, the Commission will deliberate the various methods available to obtain community input regarding the Village's transportation goals. Based on the outcome of that discussion, the Commission may make recommendation(s) regarding the process of attaining public input on the Village's transportation goals and/or make recommendations on the goals for the Village's transportation network to the Village Board for their review and approval.

Supporting Documentation Is Attached

DRAFT Meeting Minutes
Transportation Commission
Tuesday, June 8, 2021 – 7:00 PM
Remote Participation Meeting

0721-1
7.2
1/8

1. Call to Order

Transportation Commission Chair Ron Burke called remote participation meeting to order at 7:09 PM

Staff Liaison Jill Juliano the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghan Moses, Ryan Peterson, Aaron Stigger, James Thompson, Ron Burke

Absent: None

It was noted that the Transportation Commission is now fully staffed with 7 members.

Staff: Parking Restrictions Coordinator (PRC) Cinthya Redkva, Transportation Engineer/Staff Liaison Jill Juliano, Village Engineer Bill McKenna, Development Customer Services Director Tammie Grossman

2. Non-Agenda Public Comment

None

3. Agenda Approval

Commissioner Stigger made a motion to approve the agenda as presented. Commissioner Thompson seconded the motion.

The roll call vote was as follows:

Ayes – Stigger, Thompson, Fink, Katner, Moses, Peterson, Burke

Nays – None

Chair Burke thinks even to set/reach goals public input is needed and currently tools for doing so don't exist. He is recommending for next meeting staff recommendations on how to get through backlog of petitions. Streamline data crunching. Additional information on how prescreen should go, hopefully with information from Village Board included. How do we get through these petitions in a more streamlined way than we normally do it? Also, he would like to hear from staff how the prescreening approach could go.

Village Engineer McKenna thought this was doable, because staff is looking at hiring consultants to do work in other areas where they are short staffed, so this might be an option in this situation.

Commissioner Katner agreed with Chair Burke's recommendation as well as emphasizing transparency.

Commissioner Peterson motioned to adopt that approach for the next Commission meeting which includes strategy to get through prescreening, get through backlog while being transparent.

Commissioner Moses wanted to confirm work to determine prescreen criteria, centered around high crash areas. Her concern is making sure to not just weed out petitions that don't make the cut but making a difference when possible. Particularly when it comes to addressing Oak Park's high crash rate. Otherwise she also agrees with the recommendation.

Village Engineer McKenna confirmed that crash data would be a key component and whether it would be coupled with staff observations, specifically the Police Department's Traffic Unit. He also stated that a motion wouldn't be needed for these recommendations.

8. RECOMMEND TO THE VILLAGE BOARD REVISED PRINCIPLES AND GOALS FOR THE VILLAGE'S TRANSPORTATION SYSTEM NETWORK (2021 WORK PLAN ITEM)

Chair Burke gave a summary of previous discussions on this item. He suggested two options: 1) the Commission don't wait for the Village Board and move ahead on their own in coming up with goals. 2) Put the item on back burner for the time being and wait to see what new Village Board comes up with in terms of outreach and piggyback on those goals. He then opened it up to the Commission on suggestions for what should be the transportation goals be for the Village.

Commissioner Moses wondered if the Village Board was working on its own goal-setting process.

Village Engineer McKenna confirmed that the Village Board had begun this process in May and didn't know if they were finalized. McKenna also advised that the Commission review the comprehensive plan from 2014 for this item, before discussing it again. It identified goals, objectives and metrics for the transportation network and is the most relevant Board-approved planning document to date.

Commissioner Moses thinks there may be a third option because the Village Board is developing goals. Out of this Board process, there may be a transportation related goal that gets handed to the Commission.

Commissioner Peterson agreed on waiting and see to what the Board comes up with.

Commissioner Thompson thinks that anything that comes from the Board will be very general and not useful to the Commission in its deliberations. He recommends the Commission coming up with its own vision and acting on that vision and when things go before the Board, the Board will say whether they agree with the Commission's vision.

Commissioner Peterson offered that the Commission could wait for an agreed upon time to get direction from the Board, but if it didn't happen within the timeframe, the Commission could move ahead establishing its own process.

Commissioner Katner agreed with Commissioner Thompson in thinking the Commission would only get the most general of guidelines from the Board and then fill in the details. He also thought the Commission should be careful when approaching the Board without the benefit of meeting wholly, as it might give the idea of coordination behind the scenes. He suggested the Commission move forward on its own and see where negotiations need to happen based on what the Board finally says.

Chair Burke rebutted that although they serve on the Commission, they are still residents allowed to speak with the Board and that his conversations were not as a directive to the Board, but the Commission's interest in creating mechanisms through which public outreach can happen in Oak Park better; and sharing those with the Board.

Commissioner Katner added with not knowing the entire sense of the Village Board, the Commission should operate very carefully especially with having conversations with a couple of Trustees..

Commissioner Fink wondered how waiting for the Board would affect the upcoming survey process?

Village Engineer McKenna thought these would be separate.

McKenna asked for clarification on the intent of the Work Plan item. Is it about not establishing goals for itself and mainly establishing them through a more robust public input process; more of a grass roots item? Or is the Commission creating its own goals for the transportation network?

Chair Burke affirmed the latter. Transportation goals for the Village that would be approved by the Village Board. The Commission would then say, those goals would inform what we do.

Commissioner Fink asked why can't the Commission be proactive and come up with recommendations as a Board. How did it evolve into a public outreach process? She thought the outreach was more in terms of the parking pilot.

Chair Burke feared criticism if there were not public input.

Commissioner Fink agreed with public input in the way of feedback for established goals.

Chair Burke stated that struggle has always been the Commission needs proper tools and resources to capture the public input, whether meetings, survey, etc. He also stated that he had the same conversation with two trustees that said the Board was working on establishing tools, resources and processes to do that.

Commissioner Katner asked who the trustees were. Chair Burke did not disclose. Commissioner Katner questioned the transparency of the Commission as discussed earlier as being a caveat to the Commission's goal.

Commissioner Fink offered creating goals with current tools, that may help expose gaps in the tools in what they need and who they need to hear from.

Commissioner Thompson stated that parking is this single biggest issue to transportation/parking. The parking pilot was an attempt to make policy around parking. In essence the Commission is going to be making recommendations to the Village Board on the single biggest transportation issue in the Village in the context of the parking pilot program. Why do they need to reframe it around some major goal setting exercise? The Commission is actually making policy in the process of making decisions around issues. I'm not sure we need reframe it around some high level goal setting process; we're doing it as we go.

Chair Burke stated that the goal was to have the Village government on record with goals and priorities for transportation to help form decisions the Commission makes, and the Village Board makes.

Chair Burke ask the Commission to vote on these points: 1) wait until July for new guidance, resources, tools from the Village Board and make decision; or 2) start at the July Commission meeting the process to create goals with public input with tools currently available to the Commission.

Commissioner Fink suggested since both options are due next month, why can't they both be done and see what happens with the Village Board? If there is no new guidance, get started.

Commissioner Thompson agreed with Commissioner Fink's proposal

Commissioner Katner concurred. Commissioner Moses also agreed. Commissioner Peterson had no input.

Chair Burke stated the Commissioner will work with staff starting in July on developing a management process

9. Adjourn

There being no further business, Commissioner Fink made a motion to adjourn the meeting. Commissioner Moses seconded the motion.

The roll call vote was as follows:

Ayes – Fink, Moses, Katner, Peterson, Thompson, Burke

Nays – None

The motion passed unanimously 6 to 0.

The meeting was adjourned at 9:34 PM.

Submitted by:

Shawnya Williams

Public Works Customer Service Representative

APPROVED Meeting Minutes
Transportation Commission
Tuesday, May 11, 2021 - 7:00 PM
Remote Participation Meeting

1. Call to Order

Transportation Commission Staff Liaison Jill Juliano called the remote participation meeting to order at 7:05 PM

Staff Liaison Juliano read the following statement into the record:

"The Village President has determined that an in-person meeting is not practical or prudent due to the COVID-19 outbreak during the Governor's disaster proclamation. It is not feasible to have a person present at the regular meeting location due to public safety concerns related to the COVID-19 outbreak during the Governor's disaster proclamation."

Roll Call

Present: Camille Fink, Garth Katner, Meghann Moses, Chair Ron Burke

Absent: Aaron Stigger, James Thompson

Staff: Development Customer Service Director Tammie Grossman, Village Engineer Bill McKenna, Parking Restrictions Coordinator (PRC) Cinthya Redkva, Development Customer Service Budget and Revenue Analyst Sean Keane, Staff Liaison Jill Juliano

2. Non-Agenda Public Comment

Commissioner Katner asked when the Commission will be able to meet in person and is the Village thinking about it. Director Grossman responded the Village has not made a decision yet. The Village is waiting to see what the Governor's orders are relating to the phases and when it will be feasible to start holding public meetings.

3. Agenda Approval

Commissioner Katner made a motion to approve tonight's agenda as presented.

Chair Burke stated if there's enough time, he believes the work plan item to recommend to the Village Board revised principles and goals for the Village's transportation system network

- There is an outreach issue based on comments on different Oak Park social media groups or forums
- Include a data element such as crashes so people understand where their block falls in terms of being a hot spot or not. Try to be as transparent as possible regarding the screening process.
- All items including prescreening tools would be recommendations to the Village Board for the consideration and a decision.

The comment was made that maybe the prescreening process should be tested on the backlog of existing petitions to see if it works before a call for petitions/proposals is announced.

The discussion turned to the work plan item: developing mission statement and/or guiding principles for the Transportation Commission and the Village's transportation system.

The Commission decided to hold off debating this item but instead discussed what the Commissioners and staff could do between the Commission meetings to prepare for this topic. Items discussed included:

- Chair Burke to talk with different Village Board Trustees regarding getting input from the public on what they want
- Commission needs agreed upon goals to be guideposts for the Transportation Commission when making decisions or recommendations.
- Use community input to inform the Commission's recommendations to the Village Board for the Village's transportation goals.
- Recommend to Village Board process of getting community input.
- Using public input, draft recommendations for the Village's transportation goals to forward to the Village Board for review and a decision.
- Want Village Board approval to move forward on getting public input process due to staff involvement and associated costs for a robust public input campaign.
- Possible option: public meeting to discuss what the Village's transportation goals are and invite the public to the meeting to participate and not involve staff resources.
- Question of: how broad of an audience do you want to reach.
- Public input could be in the form of both public meeting and a survey.
- Due to Covid and backlog, need to be realistic on level of public input and what is feasible.

For the next meeting, Staff:

- To provide recommendations regarding preapproval/prescreening process for petition backlog. If viable, may use for items such as call for petitions/proposals.

For the next meeting, the Commissioners:

- Think about ways for getting community input so the Commission is ready to discuss the issue. In addition, what are goals, product and deliverable for the process.
- Research what other similar type agencies or municipalities have done regarding this process and their transportation goals.

8. ADJOURN

There being no further business, Commissioner Fink made a motion to adjourn the meeting.

The motion was seconded by Commissioner Moses.

The roll call vote was as follows:

Ayes: Fink, Moses, Katner, Burke

Nays: None

The motion passed unanimously 4 to 0.

The meeting was adjourned at 9:02 PM.

Submitted by:

Jill Juliano

Staff Liaison Jill Juliano

0721-1
7.3
1/1

Article 15

TRANSPORTATION COMMISSION

2-15-1: CREATION:

There is hereby established a Transportation Commission to serve without compensation and to consist of a chairperson and six (6) members to be appointed by the Village President with the consent of the Village Board.

All new appointments to the Commission shall be on a staggered basis for three (3) year terms (except to fill unexpired terms) with the chairperson and two (2) members being appointed during one year and two (2) members being appointed in each of the two (2) succeeding years. (Ord. 2005-0-72, 12-5-05)

2-15-2: DUTIES:

It shall be the duty of the Transportation Commission to submit recommendations to the Village Board for official action. Such recommendations shall be aimed at improving parking and traffic conditions, the administration, and enforcement of traffic regulations, and educational activities in the field of traffic safety. The Commission shall also conduct hearings for cul-de-sacs and other types of street closings in accordance with established guidelines and shall also submit recommendations to the Village Board with regard to same. The Village Manager shall provide for such staff assistance as the Commission may need to carry out these functions. The Commission shall follow the policies established by the President and Board of Trustees in carrying out the above prescribed duties and responsibilities. (Ord. 2005-0-72, 12-5-05)

Village of Oak Park
Parking and Traffic Policies
as developed by
the Parking and Traffic Commission
and as adopted by
the Village Board of Trustees
on September 22, 1998

VILLAGE OF OAK PARK
PARKING POLICIES

GENERAL

1. The Village must regulate parking to address conflicting demands.
2. Safety, quality of life, traffic flow, community and economic development should be primary concerns in parking issues.
3. Parking issues should be dealt with considering the local area as well as impacts on the entire Village.
4. The Village should work in partnership with the community to solve as many parking issues as possible.
5. The "Community" should have adequate input and timely notice regarding parking issues.
6. Ordinances should be easy to understand and to enforce.

PRIORITIES

1. Parking must be shared.
2. In Business Zones: customers have the highest priority for parking, followed by,
 - a) service
 - b) employees
 - c) residents
 - d) commuters
 - e) students
3. In Resident Zones: residents should have the highest priority for parking followed by,
 - a) service
 - b) employees
 - c) students
 - d) commuters
4. Parking for commuters should be provided near Transit Facilities.
5. On arterial, secondary arterial and collector streets, traffic should have priority over parking during rush hours.

VILLAGE OF OAK PARK PARKING POLICIES

FUNDING

1. If special funding is required for the development of appropriate parking spaces, the users should pay for some share of the cost.
2. The owners/operators of rental/commercial units should participate with the Village in the solution, financing, management and maintenance of parking spaces.
3. The Village may share in the cost of parking where it is in the Village's interest. For example, economic development, to help meet demand, and to enhance the neighborhood.
4. Pricing for on and off street parking, except for on-street permits, should be utilized to help regulate demand and to increase supply. Pricing should also consider time, duration and location.
5. All permitted parking revenues shall be dedicated to operations and maintenance as well as the development of off-street parking.
6. The Village should investigate the feasibility of low cost loans/grants for private parking development.

OVERNIGHT

1. Overnight parking on some streets should be allowed.
2. The current overnight parking policy should be reviewed for possible modifications.
3. Overnight parking permits may be assigned to individual one-block areas, where feasible.

PARKING DEVELOPMENT

1. All new development and redevelopment should be required to provide adequate off-street parking according to that area's zoning.
2. Alleys should be considered for parking as long as it does not create obstructions and is within standards. Standards for alley parking are to be developed.
3. The adequacy of off-street parking should be reviewed.

Traffic Policies continued on next page

VILLAGE OF OAK PARK TRAFFIC POLICIES

GENERAL

1. Traffic Issues should be addressed as Village-wide issues. The "Community" should have input on traffic issues.
2. The cost of traffic control devices shall be included as a line item in the budget.
3. Cost will be considered a factor in the implementation of policies.
4. All modes of transportation will be considered in traffic planning.

TRAFFIC CONTROL

1. When traffic control devices are necessary, they are to be implemented according to a master plan. All intersections do not need to be controlled.
2. Pedestrian access routes should be established at all parks, schools, hospitals and other high pedestrian traffic areas through the use of traffic control devices.
3. The accident rate (per million entering vehicles) should be a significant factor in determining traffic controls.
4. Any uncontrolled intersection, with at least three accidents in a 12-month period, will automatically be investigated for potential traffic controls, by Village staff.
5. "Cross Traffic Does Not Stop" signage should be used initially for a 6-month transition period for all two-way stops.
6. New technology should be implemented to improve traffic control and flow where economically feasible.
7. Traffic signals shall be used only where warranted by the latest edition of the Manual on Uniform Traffic Devices, as adopted by the Illinois Department of Transportation, and where less restrictive measures have failed.

ONE-WAY TRAFFIC

1. One-way traffic is acceptable if it substantially maintains access by residents or businesses within the affected area..
2. One-way traffic may be considered if it substantially facilitates parking issues.

THROUGH-TRAFFIC

1. Encourage through-traffic on major streets by improving traffic flow, use: a) primary arterial streets, b) secondary arterial streets, and c) collector streets.
2. Plan for volume growth in regard to through-traffic and also consider rush hour restrictions.
3. Discourage through-traffic on local streets, except in cases where a cul-de-sac is appropriate.

TRAFFIC QUIETING

1. Any form of traffic quieting devices may be considered where they do not conflict with other traffic policies. These methods include, but are not limited to circles, diverters, signs and signals.

SPEED

1. Speed limit on local streets should be 25 mph.
2. Design elements should be used to control speed.
3. Speed humps are not an acceptable method on streets, but may be considered in alleys.
4. Police should strictly enforce speed limits.

BICYCLE ISSUES

1. Bicycle needs should be considered in traffic planning.

PARKING & TRAFFIC PROCESS TO ADDRESS CITIZEN'S REQUESTS

Types of Issues to be Reviewed by the P&T Commission	Comments
<ol style="list-style-type: none"> 1. Items Referred by the Board of Trustees 2. Items Arising from P&T Commission Previous Actions 3. Items Initiated By Village Staff 4. Petitions Submitted By Residents 5. Installation of Permit Parking 6. Items With Competing Interests or Opposing Views 7. Appeals of Village Staff Administrative Decisions 	<ol style="list-style-type: none"> 1. The Board may refer issues. 2. The Commission may study an issue in further detail or a related issue. 3. Staff may forward an issue to the Commission for additional input. 4. Petition requests are standard procedures for the Commission. 5. Permit Parking requests are standard procedures for the Commission. 6. Commission may wish to hear possibly controversial issues. 7. In regard to Appeals, the Commission will determine which cases they believe are necessary to be re-heard.
Types of Issues To Be Handles Administratively By Village Staf	Comments
<p><i>Parking (Based on Village wide parking plan)</i></p> <ol style="list-style-type: none"> 1. Time Restricted Parking 2. Parking Meter Time Location and Time Duration 3. Handicapped Parking Requests 4. Installation of Specialty Zones (Loading, Taxi, Drop-Off) 5. Off-Street and Enclave Parking <p><i>Traffic (Based on Village wide traffic plan)</i></p> <ol style="list-style-type: none"> 1. Investigate the need for traffic control devices based on accident history 2. Implement traffic controls dealing with the installation of traffic control devices, which are part of an approved plan, or are clearly within established parking policies. 	<p>The intent is for staff to only act in situations that are clearly in the parameters of the Commission's policies approved by the Village Board.</p> <p>Staff will provide the Commission a monthly status report of all Village staff administrative decisions.</p>
Administrative Staff Procedures	Comments
<ol style="list-style-type: none"> 1. Parking & Traffic petitions must have signatures representing 51% of the frontage properties in the affected area. <p><u>1a. Parking and Traffic petitions for permit parking must have signatures representing at least 75% of the street frontage in the affected areas. (Recommended by the P&T Commission on 03-26-02. Adopted by the Village Board of Trustees on 09-03-02.)</u></p> <ol style="list-style-type: none"> 2. Then check to see if parking & traffic requests are within policy guidelines if so, address them without going to Parking & Traffic Commission. 3. P&T Commission will have no more than 3 items on an agenda. 	<ol style="list-style-type: none"> 1. Currently petitions require 75% of the frontage properties, however the Commission proposes 51% to be consistent with other petition requirements <p><u>1a. The taking of public land for private use by a select group of persons should require approval of an "extra-ordinary" majority, and not a simple majority, of residents on the block or in the designated area where permit parking restrictions are being requested.</u></p> <ol style="list-style-type: none"> 2. The Commission and Staff agreed that agendas with more than (3) items are not productive due to the length of meetings. Resident testimony becomes lengthy and it becomes difficult for the Commission to make good policy decisions

Overall Procedures

All parking related requests will be handled by the Parking Services Divisor

1. Receive all requests for parking related matters
2. Investigate and study all requests for parking related matters
3. Develop proposals to address all requests for parking related matters
4. Administratively implement applicable requests for parking related matters
5. Present to Parking Traffic Commission applicable requests for parking related matters
6. Present to Board of Trustees applicable recommendations from the Parking & Traffic Commission for parking related matters

All traffic related requests will be handled by the Engineering Divisor

1. Receive all requests for traffic related matters
2. Investigate and study all requests for traffic related matters
3. Develop proposals to address all requests for traffic related matters
4. Administratively implement applicable requests for traffic related matters
5. Present to Parking Traffic Commission applicable requests for traffic related matters
6. Present to Board of Trustees applicable recommendations from the Parking & Traffic Commission for traffic related matters

Both Divisions, Parking and Engineering will provide to the other Division any matters that may require technical advice from the other Division and both Divisions will be responsible to write work orders to implement actions needed to be taken by the other Division.

Process for area wide parking and/or traffic issues	
<p>1. Conduct public meeting(s) to identify issues and concerns with adequate public notice.</p>	<p>It is important to identify all of the stakeholders. A field check should be used to check the area for businesses and institutions which may not show up on mailing lists. Direct mailings and public notice will be used. These meetings will be facilitated in order to get the most input. The initial meeting(s) are to ensure that we understand ALL of the issues and concerns BEFORE presenting alternatives or solutions.</p>
<p>2. Staff develops and presents alternative solutions at a public meeting and develops acceptable Community alternatives.</p>	<p>The purpose of this phase is to look at and develop as many solutions as possible. Alternatives should not be dismissed out of hand. The stakeholders should be encouraged to consider as many alternatives as possible. Pros and Cons of each alternative may be noted, but, the analysis phase follows this phase. This would be a facilitated meeting.</p>
<p>3. Staff and the Parking and Traffic Commission have a working session to analyze the alternatives and prepare a preliminary proposal.</p>	<p>This phase includes the initial analysis of the various alternatives. The Staff and the P&T Commission discuss the alternatives, weigh the alternatives and develop a preliminary proposal. The preliminary proposal MAY include alternatives.</p>
<p>4. A public hearing is held before the Parking and Traffic Commission to present the preliminary proposal to the community. The number of meetings may vary depending on the community response to the preliminary proposal.</p>	<p>At the public hearing, the Staff and the P&T Commission will present the analysis of the alternatives and reasons for selecting various alternatives for inclusion in the preliminary proposal. The meeting will be facilitated in order to get input from the community on the proposed solutions. Depending on the response, the P&T Commission may hold additional meetings or proceed to the final step.</p>
<p>5. The final proposal is presented to the Village Board of Trustees for consideration.</p>	<p>If the P&T Commission, Staff, and community are not able to develop a consensus on the issues, the recommendation may include some alternatives along with the analysis of those alternatives.</p>

- end -

Village Of Oak Park
Transportation Commission Agenda Item

Item Title: Parking Pilot Program Survey
Review Date: _____ July 13, 2021 _____
Prepared By: _____ Tammie Grossman _____
Abstract (briefly describe the item being reviewed): In 2019, the Village created a pilot program aimed at testing simplified parking restrictions and regulations. As part of the evaluation process, the Village is seeking feedback about the parking pilot program. Feedback collected by this survey will be a factor in determining if the changes tested in the parking pilot program should be implemented in other areas of the Village.
Staff Recommendation(s): Staff recommends for the Transportation Commission to take the survey before the meeting on July 13 to provide comments/feedback on the survey before it is distributed to the public.
See Documentation needed for this request.

MEMORANDUM

0721-1

8.1

2/2

Date: July 13, 2021

To: Transportation Commission

From: Tammie Grossman

Re: Parking Pilot Program Survey.

Village staff developed a survey to gauge public opinion on the parking pilot program. Feedback collected by this survey will be a factor in determining if the changes tested in the parking pilot program should be implemented in other areas of the Village.

The survey is in draft format and has not been disseminated to the public. Staff is requesting that the Transportation Commission serve as a test group for the survey, prior to it being opened to the public.

While the survey consists of fourteen (14) questions, depending on how individuals respond to particular questions, the survey will direct them to either skip or answer certain questions. Most notably, if the respondent does not live within the Parking Pilot Program area, they would answer "No" to question number 1 and automatically get directed to question number 10. Included in the meeting packet is a PDF of the draft survey questions.

Based on feedback received from the Commission, staff will make any pertinent changes. Upon closing of the survey and analysis of the results, staff intends to present the results of the survey to the Transportation Commission, along with applicable policy recommendations, to ultimately be considered for adoption by the Village Board.



2019 Parking Pilot Area Program Information

0721-1
8.2
1/1

Harlem Avenue to Oak Park Avenue
South Boulevard to Harrison Street

708.358.7275
parking@oak-park.us
www.oak-park.us/parkingpilot



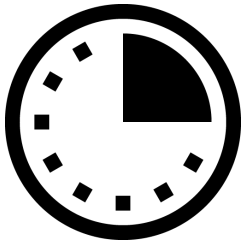
Simplified parking rules

The new rules are intended to simplify and streamline parking rules and regulations while balancing the demands of businesses, employees, customers, single-family residents, multifamily residents and commuters.



Streamlined enforcement

The implementation of license plate recognition technology will be used to effectively enforce parking restrictions within the pilot area.



Standardized parking time limits

Time limits will be standardized to three hours between 8 a.m. and 8 p.m. Monday through Friday on all residential streets in the pilot area that currently have daytime limits or restrictions.



Block residents exempt from time restrictions

Residents whose vehicles have a valid Village vehicle license (a.k.a. vehicle sticker) will be exempt from the three-hour time limit if they park on the same block as their home during the day.



Dynamic parking meter rates

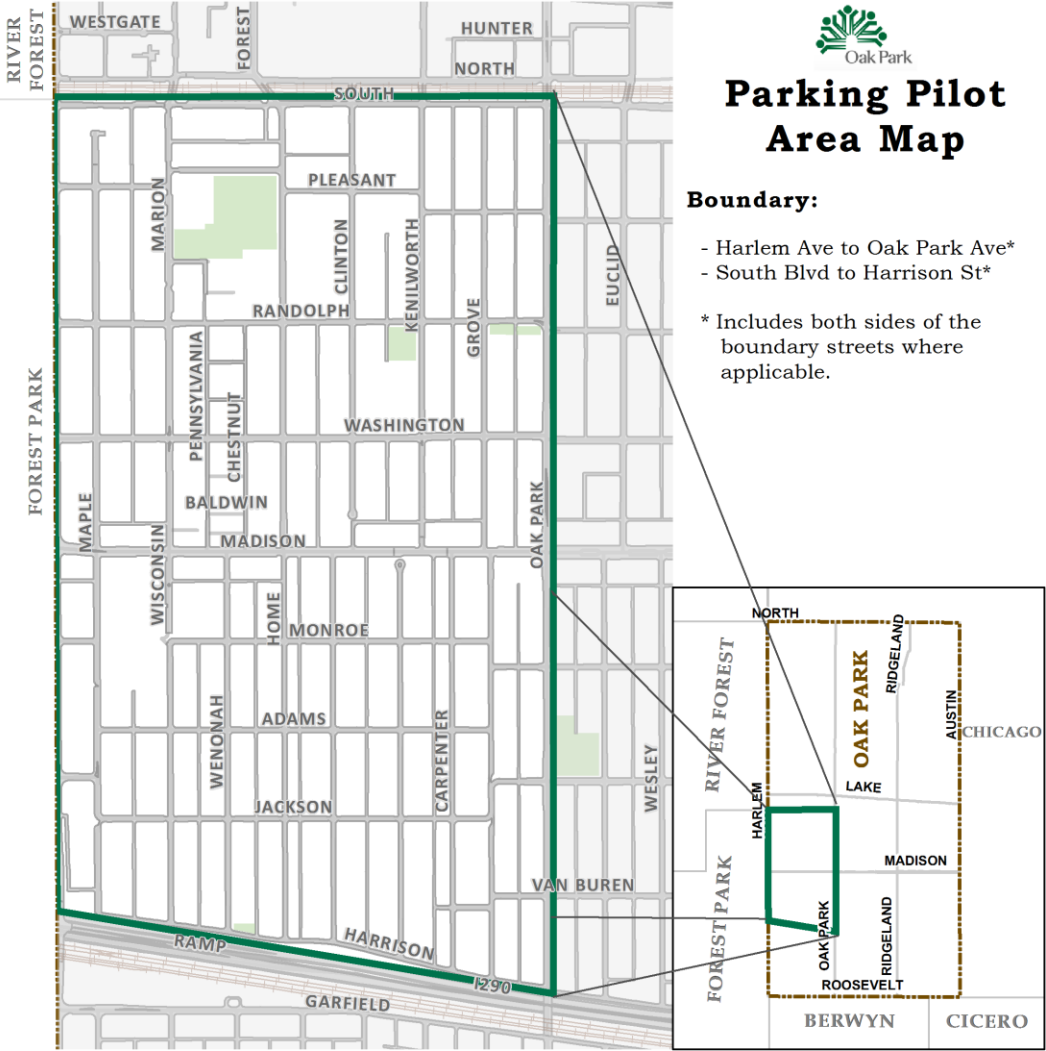
Paid parking hours will be extended to 8 p.m. in the downtown business districts. At pay stations, the previous three-hour time limit will be eliminated. For the first three hours of parking, the pay station rate will remain \$1 per hour. After three hours of parking, the rate will increase to \$3 per hour.



Additional night permit parking

Permit holders will be allowed to park overnight at designated meter and pay-by-plate spaces on Madison, Marion and Pleasant streets in an effort to create additional inventory of overnight parking spaces.

1. Do you currently live within the area of the Village of Oak Park pictured below (Harlem Avenue east to Oak Park Avenue and South Boulevard south to Harrison Street, including portions of the adjacent business districts)?
- a) Yes (If yes, continue to question 2)
 - b) No (If no, continue to question 10)



2. Which of the following best describes your residence? (select one)
 - a) Single-family residence
 - b) Multi-family residence

3. How long have you lived in the parking pilot area?
 - a) Less than 6 months
 - b) 6 months to 1 year
 - c) 1 to 2 years
 - d) 2 to 3 years
 - e) 3 or more years

4. Which of the following describes your parking in the pilot area? (select all that apply)
 - a) On-street daytime (non-metered)
 - b) On-street overnight
 - c) Village-operated parking lot
 - d) Metered space (on or off street)
 - e) Private parking (residential garage/space, business parking, etc.)

5. Are you aware that the acquisition of an Oak Park Village Vehicle License overrides the 3-hour daytime limit, between 8 a.m. and 8 p.m., Monday through Friday, if you park on the same block as your home?
 - a) Yes
 - b) No

6. Do you use your Oak Park Village Vehicle License to override the 3-hour daytime limit?
 - a) Yes
 - b) No

7. As a parker in the pilot area, do you use the daytime parking pass system to override the 3-hour daytime limit, between 8 a.m. and 8 p.m., Monday through Friday? (Note: This is referred to as Zone 1888 in the Passport Parking App)
 - a) Yes (If yes, continue to question 8)
 - b) No (If no, continue to question 10)

8. In a typical week, how often do you use the daytime parking pass system to override the 3-hour daytime parking limit in the pilot program area, between 8 a.m. and 8 p.m., Monday through Friday?
 - a) 1 – 2 times per week
 - b) 2 – 3 times per week
 - c) 3 or more times per week
 - d) On special occasions only

9. Please rate your overall satisfaction using the daytime parking pass system.

- a) Very Satisfied
- b) Somewhat Satisfied
- c) Neutral
- d) Somewhat Dissatisfied
- e) Very Dissatisfied

DRAFT

10. Below is an image of the revised signage currently utilized to inform parkers of daytime parking limits and/or restrictions in the pilot program area. Please rate each of the following characteristics as they relate to the revised signage.

Ease of Understanding Parking Restrictions

- a) Very good
- b) Good
- c) Neutral
- d) Poor
- e) Very poor

Readability / Appearance

- a) Very good
- b) Good
- c) Neutral
- d) Poor
- e) Very poor



DRAFT

11. Daytime limits in the parking pilot program area were standardized to three hours between 8 a.m. and 8 p.m., Monday through Friday. Please rate whether you agree or disagree with each of the following statements as they relate to your experience with parking in the Village.

A standardized three-hour daytime parking limit accommodates my parking demands.

- a) Strongly agree
- b) Somewhat agree
- c) Neither agree nor disagree
- d) Somewhat disagree
- e) Strongly disagree

Residents that park on the same block as their home, with a valid Village vehicle license, between 8 a.m. and 8 p.m., Monday through Friday, should be exempt from the current three-hour daytime parking limit.

- a) Strongly agree
- b) Somewhat agree
- c) Neither agree nor disagree
- d) Somewhat disagree
- e) Strongly disagree

12. Parking meters in the parking pilot area were extended to 8 p.m. from the previous 6 p.m. time limit to create more turnover in parking spaces during evening hours particularly within business corridors. Please rate to which degree you agree or disagree with the following statement: *Extension of parking meters to 8 p.m. promotes parking turnover for patrons of restaurants and other businesses.*
- a) Strongly agree
 - b) Somewhat agree
 - c) Neither agree nor disagree
 - d) Somewhat disagree
 - e) Strongly disagree
13. Graduated meter fees were also introduced within the pilot area. Please rate to which degree you agree or disagree with the following statement: *Graduated meter fees (i.e., \$1 per hour for the first three hours and \$3 per additional hour) encourage parking turnover for patrons of restaurants and other businesses during busy times of the day.*
- a) Strongly agree
 - b) Somewhat agree
 - c) Neither agree nor disagree
 - d) Somewhat disagree
 - e) Strongly disagree
14. Do you have any other comments regarding the parking pilot program that you would like to share with the Village?