



**NAPERVILLE TRANSPORTATION ADVISORY BOARD
COUNCIL CHAMBERS – MUNICIPAL CENTER
FINAL AGENDA
07/07/2012 - 8:00 a.m.**

CALL TO ORDER:

A. ROLL CALL

B. APPROVAL OF MINUTES

1. Approval of the June 2, 2012 Transportation Advisory Board meeting minutes.

C. PUBLIC FORUM

D. OLD BUSINESS

E. PUBLIC HEARINGS

F. REPORTS AND RECOMMENDATIONS

1. City Council Report
2. Police Department Report
3. Traffic Request Resident Survey Process
4. Downtown Cabstand Plan
5. Van Buren Parking Facility Parking Restriction Modification
6. Recommendation for FY 2012 – 2013, Second Quarter Commuter Permit Issuance and Space Utilization Report
7. 2013 Annual New Sidewalk Program

G. CORRESPONDENCE

1. Parking Management Application

AGENDA
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2. BPAC Update

H. NEW BUSINESS

I. ADJOURNMENT

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Accessibility Coordinator at least 48 hours in advance of the scheduled meeting. The Accessibility Coordinator can be reached in person at 400 S. Eagle Street, Naperville, IL., via telephone at 630-420-6725 or 630-305-5205 (TDD) or via e-mail at manningm@naperville.il.us. Every effort will be made to allow for meeting participation.



**NAPERVILLE TRANSPORTATION ADVISORY BOARD
MINUTES OF JUNE 2, 2012**

Call to Order		8:00 a.m.
A. Roll Call		
Present:	Amberg, Benson, Collins, Floegel, McIntosh, Perillo, Polites, Preissig, Chairman Wencel Student Representatives: Coen, O’Shaughnessy	
Absent:	N/A	
Staff Present:	Project Manager Rory Fancler	
B. Minutes	Approve the minutes from the May 5, 2012 Transportation Advisory Board meeting. Motion to approve.	
	Motion by: Amberg Second by: Polites	Approved (9-0)
C. Public Forum	<ul style="list-style-type: none"> • Veronica Porter, 325 W. Benton Avenue, Naperville <ul style="list-style-type: none"> ○ Construction Notification – Expressed concern that residents were not properly notified of construction activity on Douglas Avenue and Spring Avenue (between Mill Street and Washington Street). Noted that as President of the Westside Homeowners Association, she was never notified of the construction activity and the neighborhood residents were not notified. Also noted that residents were not notified of the recent Benton Avenue closure. Acknowledged notice was posted in the Naperville Sun on Wednesday; suggested the notice was insufficient as the road closure started on Tuesday. ○ Naperville North High School – Cited concerns about school-related traffic congestion on Mill Street, Spring Avenue, Douglas Avenue, Franklin Avenue, Benton Avenue and Ogden Avenue. Suggested parents are not adhering to the new drop-off/pick-up design. Noted that the most significant problem is the intersection of 5th Avenue and Mill Street and the lack of driver compliance with the right-turn only lane. ○ Neighborhood Traffic – Stated that neighborhood traffic is dangerous and cited an accident that occurred on Benton Avenue during the first snow this year. • Benson suggested construction activity adjacent to schools should be scheduled so as to avoid conflict with end-of-year activities in effort to limit traffic congestion in neighborhood. • Benson noted the intersection of Benton Avenue and Mill Street is congested due to on-street parking, which limits the right-of-way available for vehicle travel. Benson suggested the City consider future opportunities to remove on-street parking adjacent to key intersections in order to facilitate vehicle traffic. 	

	<ul style="list-style-type: none"> • Chairman Wencel stated that the Transportation Advisory Board recently considered parking restrictions for Mill Street; however, the restrictions were not approved. Chairman Wencel noted a lack of resident support for the change to on-street parking on Mill Street. • Benson requested information regarding the Police Department’s enforcement procedures along Mill Street, particularly with implementation of the recently approved “No Parking, Stopping or Standing” ordinance. • Benson requested information from Naperville North High School and School District 203 regarding the School’s actions to address traffic concerns. • McIntosh encouraged the public to register for the City’s e-newsletter in order to receive construction notices and information regarding lane closures. Noted that as a recipient of the City’s e-newsletter she received notice of the Benton Avenue closure two weeks ago. • Amberg suggested the presidents of the various homeowners associations should register for the City’s e-newsletter in order to stay informed of construction activity and other special projects, and distribute the information to residents.
D. Old Business	N/A
E. Public Hearings	N/A
F. Reports and Recommendations	
F1. City Council Report	
	No City Council report was provided.
F2. Police Department Report	
	N/A
F3. High Grove Lane Parking Restrictions	
	Project Manager Rory Fancler provided an overview of the request to establish No Parking on High Grove Lane as outlined in the draft ordinance provided as Attachment 1 to the agenda item.
	Public Testimony: N/A
	Transportation Advisory Board Questions/Discussion:
	<ul style="list-style-type: none"> • Preissig cited the increase in demand for Loaves and Fishes and questioned: 1) whether the ordinance could be limited for a one-year period rather than two-years; 2) if the parking restriction could be limited to one side of the street rather than both the north and south sides; and 3) if City staff considered parking restrictions during peak hours only. Fancler noted that 1) City staff will continue to work with Loaves and Fishes during the two-year period; the condition regarding the two-year review period is recommended as the parking restriction is specifically related to an existing use, which is subject to change; 2) staff recommends the parking restriction on both sides of the street along the curvature of the roadway in order to preclude vehicles from parking on either side of the street and to maintain adequate pavement width for the truck traffic

	<p>on High Grove Lane; and 3) Loaves and Fishes peak demand occurs during normal business hours, when truck traffic occurs on High Grove Lane. At this time, the on-street parking demand is specific to Loaves and Fishes.</p> <ul style="list-style-type: none"> • Chairman Wencel noted that the map attached to the agenda item shows the parking restriction on the north side of the street between two driveways and requested clarification on the parking restriction adjacent to the driveways. Fancler noted the existing City ordinance precludes vehicle parking within 10’ of any driveway, which would continue with adoption of the proposed ordinance. • Benson requested clarification on the number of Loaves and Fishes employees and volunteers relative to the existing parking supply. Fancler noted that based on information submitted to the City in 2010, Loaves and Fishes may have up to 25 employees and volunteers onsite at one time. Benson questioned the need for a long-term solution should the existing shared parking agreement end at some point in the future. Fancler noted that per the ordinance Loaves and Fishes would be required to notify the City of any changes to the shared parking, at which time the City would work with Loaves and Fishes to identify the appropriate alternative(s). • McIntosh noted that as a volunteer of Loaves and Fishes, a parking shuttle arrangement has been identified as a potential future option. Under this scenario, Loaves and Fishes would use the vacant lot to the north, formerly occupied by the Key Wester restaurant or other sites in the vicinity. • Amberg requested clarification on Loaves and Fishes support for the proposed parking restriction and the associated conditions. Fancler confirmed Loaves and Fishes has expressed support for the proposed ordinance. Amberg expressed support for the parking restriction. • Wencel cited the public correspondence received and requested clarification regarding public hearing notice requirements. Fancler noted that a public hearing is required for entitlement requests and the required notice is issued to adjacent properties. Fancler clarified that a public hearing is not required for a use or building which complies with the zoning provisions. 	
	<p>Approve the recommendation to establish No Parking on High Grove Lane as outlined in the ordinance provided as Attachment 1 to the agenda item.</p>	
	<p>Motion by: McIntosh Seconded by: Amberg</p>	<p>Approved (9-0)</p>
<p>G. Correspondence</p>		
<p>G1. 5th Avenue and Mill Street Intersection Signage and Striping</p>		
<p>G2. Route 59 Improvements: Letting of Advance Work Contracts</p>		
<p>G3. Road Closures on Benton Avenue and Washington Street</p>		
<p>G4. Downtown Shuttle Update</p>		

<p>H. New Business</p> <ul style="list-style-type: none"> Floegel raised concerns regarding on-street parking near the intersection of Olesen Drive and Cheshire Avenue, specifically as it relates to limited sight distance due to vehicles parking at the corner on Fridays. Floegel noted that Cheshire Avenue does not have “No Parking from Here to Corner” signs posted; however, streets in the adjacent area do have the signs posted. Furthermore, vehicles are parked on both sides of Cheshire Avenue, thereby limiting the ability for two vehicles to pass on the roadway. Floegel questioned whether any consideration has been given to limiting on-street parking to one side of Cheshire Avenue and cited the existing on-street parking restrictions on segments of Olesen Drive as an example. Fancler noted that the Transportation Team would review the parking conditions on Cheshire Avenue. Chairman Wencel requested an overview of the process for residents to submit traffic-related requests to the City for review. Fancler highlighted the City’s online Citizen Support Center. 		
<p>H1. Forthcoming City Council Meeting Summaries</p>		
	<ul style="list-style-type: none"> June 5 - Polites June 19 - Wencel 	
<p>I. Adjournment</p>	<p>Motion by: McIntosh Seconded by: Perillo</p>	<p>8:38 a.m.</p>



Naperville

TRANSPORTATION ADVISORY BOARD AGENDA ITEM

AGENDA DATE: 7/7/2012

SUBJECT: Traffic Request Resident Survey Process

ACTION REQUESTED: Approve the recommendation to maintain the current resident survey procedures.

PREPARED BY: Kimberly Schmidt, Project Engineer
Stephen Woodring Jr., Transportation Planning Intern

ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
N/A		

BACKGROUND:

In September 2011, the City received a request from a resident to establish parking restrictions on Mill Street between Spring Avenue and Jefferson Avenue. A recommendation was presented to the Transportation Advisory Board (TAB) at the November 5, 2011 meeting to implement parking restrictions on Mill Street. TAB voted 6 – 1 to deny the request.

At the conclusion of the agenda item, TAB asked staff to investigate the resident survey procedures and determine if modifications should be made to the survey process. A correspondence item was provided to TAB in December, which explained the current process and how the process was developed. A copy of the memorandum and the current process flow chart are provided as Attachments 1 and 2, respectively.

DISCUSSION:

Since then, staff has researched the survey procedures used by other local municipalities and reviewed the City’s current resident survey process to determine if any modifications should be made to the City’s current procedures.

Adjacent Community Resident Survey Procedures

Staff contacted six area municipalities to determine whether they survey their residents regarding traffic requests and to identify how they perform their surveys, where applicable. Only one of the six municipalities, Des Plaines, conducts a resident survey for traffic calming. In Des Plaines, a minimum of 75% of the residences on the block requesting the traffic calming measure

Resident Survey Procedures

July 7, 2012

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must vote in favor of the project. The survey states that surveys not returned will be counted as a “NO” vote. A separate survey is also mailed to residences on the likely affected adjacent blocks. A minimum of 51% of the residences on all of the adjacent blocks must vote in favor of the traffic calming measure. This survey states that any surveys not returned will be counted as a “YES” vote.

Two other municipalities used petitions and the majority of the municipalities invited residents to speak at the commission and/or council meetings when a recommendation was being presented but did not use surveys. The City of Aurora’s current process does not include any public involvement. A full write-up of the various municipality processes is provided in Attachment 3.

Recommendation

Staff does not recommend any modifications to the City’s current procedures. The main concern expressed by TAB was how non-responses were counted. In the past, staff has experimented counting the non-responses as a non-vote, a no-vote and a yes-vote. In each instance, there were residents that voiced concerns because the non-responses were counted in a manner that did not reflect their point of view.

City staff prefers to count the non-responses as a yes-vote because it compels residents who do not support a recommendation to respond to a survey. Responses from those who do not support a recommendation are an important tool used by City staff to evaluate the recommendation, address resident concerns, and potentially assess other traffic issues in the subject area. In the past, resident concerns received through the survey process have been utilized by staff to modify a recommendation or to evaluate an issue that had not been identified previously. If non-responses are counted as no-votes, residents will be less inclined to complete the survey and provide substantive feedback for City staff review.

Additionally, through extensive public involvement over the last ten years, the City has found that residents tend to engage in the planning and/or approval process when they feel very strongly either for or against a recommendation. Residents that do not have a preference are less likely to respond to a survey or attend a meeting because the recommendation does not impact them either way. If a person does not have a strong preference either way and staff has conducted the analysis to determine that the recommendation would be suitable, then counting non-responses as a yes-vote is appropriate.

RECOMMENDATION:

Approve the recommendation to maintain the current resident survey procedures for traffic requests.

ATTACHMENTS:

1. Memorandum – Traffic Request Survey Background Information (November 10, 2011)
2. Traffic Request Survey Process
3. Adjacent Community Resident Survey Procedures

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: November 10, 2011
TO: Transportation Advisory Board
FROM: Kim Grabow, Project Engineer
SUBJECT: Resident Survey Procedures

PURPOSE:

The purpose of this memorandum is to provide the Transportation Advisory Board with background information on how the resident survey procedures were established for traffic requests.

INFORMATION:

The current resident survey procedures were put in place in the early 2000's after staff identified a number of issues with the former process. Below is a summary of the prior resident survey procedures.

When a traffic request was made by a resident and a survey was required of the adjacent residents, city staff would send a letter to the property owners requesting feedback to the survey. In most instances, the response rate was extremely low and staff could not move forward with the traffic request. Second and sometimes third letters were sent to the property owners that did not respond requesting their feedback. Once a majority of the property owners had responded, staff could then move forward with developing a recommendation for TAB. This process was time consuming for city staff and caused significant delays in the traffic request process. In addition, staff found that property owners and tenants did not always agree on a recommendation, but this process did not provide tenants with an opportunity to state their opinions. The tenants would have to wait until the TAB meeting to voice their concerns, which caused further delays within the process.

As a result of reviewing the issues with the previous resident survey procedures, modifications were implemented. The modifications and rationale are provided below.

- Surveys are sent to the property owners and tenants. A tenant should have an opportunity to respond because the recommendation may directly impact their daily life. In some instances, property owners may not live in Naperville or live in a different area of Naperville and therefore, may not be concerned with a recommendation that would concern the owner's tenant(s).
- Only one survey is conducted. If a resident does not respond to a survey, city staff does not follow up with the resident to request that they respond. It is the responsibility of each resident to read the information and decide if they want to respond. The letters

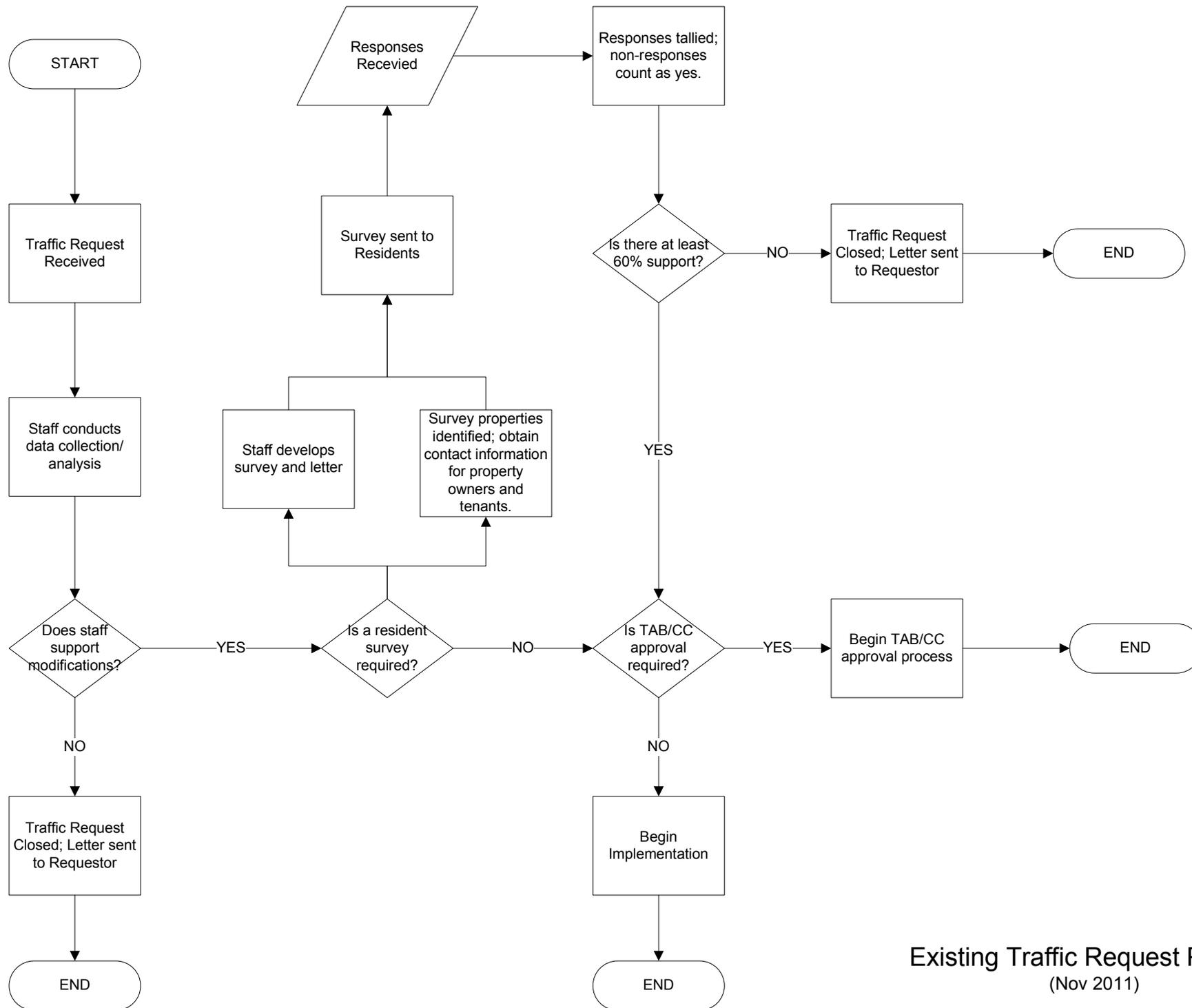
indicate that non-responses are counted as a yes so that people may not respond if they agree with the recommendation.

- Survey non-responses are considered in agreement with the recommendation. Survey non-responses have been evaluated different ways, including:
 - “no”– non-responses are counted as a No
 - “yes”– non-responses are counted as a Yes
 - Not applicable – not counted as a Yes or a No

Staff has found that the least number of complaints regarding the survey process occurred when non-responses are counted as a “Yes”. Experience shows that residents are more likely to respond to an issue when they do not agree with the recommendation compared to when they agree with a recommendation. When non-responses were not counted or counted as a “No”, residents tended to attend the TAB meeting to complain that they did not respond because they agreed with the recommendation and didn’t feel like they needed to respond. Since the policy was modified to interpret non-responses as a “Yes”, staff has not received process complaints from survey recipients. The letters indicate that non-responses are counted as a yes so that people may not respond if they agree with the recommendation.

The modifications have been successful in streamlining the process for resident traffic requests. Additionally, staff found that fewer residents were waiting to voice concerns until the Transportation Advisory Board meetings.

Staff recognizes that it has been over 10 years since the current procedures were put in place. It has been determined that it would be appropriate to reevaluate the resident survey procedures to determine if further modifications are necessary. Staff intends to follow up with the Transportation Advisory Board in 2012 with an agenda item.



Existing Traffic Request Process
(Nov 2011)

Adjacent Community Resident Survey Procedures

Village of Downers Grove

Traffic requests are categorized as: traffic calming, intersection controls, or parking. Complaint petitions submitted to the Village require at least 5 signatures. Following staff's investigation, all of the petitioners, including the affected neighbors, will be formally invited to a Transportation and Parking Commission meeting, where the staff report will be presented. Residents may participate and comment on specific issues at this meeting. The Commission then votes on the staff report and recommends:

- to Approve,
- to Approve with Changes,
- to Reject Entirely, or
- Recommend a New alternative.

The recommendation then is forwarded to Village Council for their vote. If citizens are not satisfied with the recommendation of the Commission, they are permitted to petition Village Council for their alternate recommendation when this item is discussed.

For neighborhood specific traffic issues, the Village facilitates neighborhood meetings. These meetings involve the neighborhood residents, a Village Public Works representative, and a Police Department representative. The informal meeting allows residents to discuss their traffic concerns and while attempt to come to a consensus on the problem and solution. During the meetings, Village staff provides traffic data including but not limited to speed and volume studies, data, and police enforcement data. Following the meeting, a meeting summary is sent to all the neighborhood residents. If a specific street or neighborhood is a continual problem, the location is added to a police enforcement list. The meetings take place at night and are scheduled as the issues arise or when a neighborhood requests a meeting. The results of the meeting are presented at a Village Council meeting where a solution determined. Once a decision is made by the Council, the residents will be notified.

Village of Schaumburg

Traffic requests are categorized as speeding, stop sign, or parking requests. For speeding and stop sign requests, traffic studies are conducted and a recommendation is presented to the Village Board.

For parking requests, the resident who filed the request must distribute a petition to the affected residents and obtain signatures from at least 51% of the affected residents. Once the signatures are obtained, the Village will complete a parking study, which is presented at the Village Board meeting. Affected residents are hand-delivered flyers informing and inviting them to the meeting. The Village Board has final decision regarding the request.

City of Aurora

Traffic requests in the City of Aurora go directly to an aldermanic committee of three aldermen that determine how to treat the problem identified in the request. The recommendation from the aldermanic committee then goes to the full City Council for approval. The process does not

engage the residents in dialog on their preferences or engage staff in the review or recommendation process. This has resulted in some recommendations being rescinded by the City Council after the recommendation is implemented and the public has voiced outrage at the change.

The mayor is currently evaluating the termination of the aldermanic committee and replacing it with a staff group to evaluate the requests and make recommendations to the City Council.

City of Elgin

All requests are submitted to the Neighborhood Services Committee, which has multi-department representation. City staff will then conduct a preliminary analysis of the request and conduct a traffic study, if warranted

If the City does not identify the request as a safety concern, the City will work with the complainant residents to find a solution. Communication is conducted via email and through in-person site visits. If a majority of the impacted group agrees on a solution, then the City will notify the residents that a solution is being implemented. Depending on the issue, notifications conducted done by door hangers, City social media website postings, in-person, or via e-mail. The City has recently implemented online chats and neighborhood walks to improve community outreach efforts.

Village of Mount Prospect

The Village recently concluded traffic studies on all of the residential streets and intersections within their community. As such, unless traffic patterns have changed, the Village will not respond to stop sign or speed limit requests.

The Village responds to speeding requests by collecting speed data through the use of traffic counters. The data is then given to the Police Department so that Police can follow up with selective enforcement. If an ordinance needs to be modified, a letter is sent to all of the affected residents asking them for just their comments and inviting them to the Village Council meeting. The residents' comments are considered, but the Village Council has final decision.

Village of Des Plaines

The Staff Traffic Advisory Committee (STAC) reviews transportation related requests from Aldermen and the public. The Committee consists of staff representatives from the Public Works & Engineering, Community & Economic Development, Police, and Fire Departments. In addition, the Legal and Finance Departments will get involved if required for a particular request.

The Committee meets weekly, as necessary. An average of one hundred requests are received and reviewed by the Committee each year, with the most common requests falling into the following three categories: parking, speeding, and intersection safety concerns. All requests are investigated and recommendations made with reference to local, regional and national standards and best practices.

The general process for making a request for review by the STAC is as follows:

A request is forwarded to the attention of the Public Works & Engineering Department. Staff determines whether the request falls under City jurisdiction or needs to be forwarded to another government agency. If under the city's jurisdiction, Village staff provides a preliminary response to the requester to let them know it is being reviewed and then investigates the request which may include field observations, crash reports, speed studies or contacting IDOT. The item is presented at a STAC meeting for review and recommendation. Staff provides follow-up communication with the requester and Alderman.

If action is required, surveys are typically distributed to adjacent stakeholders and a week is provided for residents to comment in advance of implementation. The City will then tabulate the survey results. A minimum of 75% of the residences on the block requesting the traffic calming measure must vote in favor of the project. The survey will state that any surveys not returned will be counted as a "NO" vote.

For measures that may divert traffic to other local streets, a separate survey will be mailed to the residences on the likely affected adjacent blocks. A minimum of 51% of the residences on all of the adjacent blocks must vote in favor of the traffic calming measure. The survey will state that any surveys not returned will be counted as a "YES" vote.

Items that require regulatory change are often implemented by temporary police order to test the situation and to avoid delay, and then if the implemented change proves favorable, an ordinance is presented to the City Council to make the change permanent.



Naperville

TRANSPORTATION ADVISORY BOARD AGENDA ITEM

AGENDA DATE: 07/07/2012

SUBJECT: Recommendation to establish a new downtown cabstand plan.

ACTION REQUESTED: Approve the recommendation to establish a new downtown cabstand plan.

PREPARED BY: Caitlin Marcon, Project Manager

ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
N/A	N/A	N/A

BACKGROUND:

In 2011, the City of Naperville Transportation, Engineering and Development Business Group met with representatives from the Naperville Police Department (NPD) regarding complaints of cab congestion on Thursday, Friday and Saturday evenings between the hours of 10 p.m. and 2 a.m. Naperville Police Department officers working this shift reported a queue of cabs extending beyond the current cabstand designated parking spots on Chicago Avenue at the southwest corner of its intersection with Washington Street. The cabs double park on Chicago Avenue and proceed to queue west to Main Street. A working group was established to identify opportunities to address this issue.

DISCUSSION:

Based on the information provided by the NPD, the working group put together a series of options to address their concerns; the options were then evaluated by the NPD. The recommended plan provides for additional cabstands to be located on Chicago Avenue and Jefferson Avenue, convenient to popular evening establishments where demand for cabs is the highest. To provide police with better access to their vehicles during these peak hours, the plan also recommends establishing designated patrol vehicle parking spaces on Jefferson Avenue. Police vehicles are currently able to park their vehicles in the striped center median on Chicago Avenue. The following changes (Attachment 1) have been reviewed and approved by the working group, including the NPD, and are recommended for approval.

- Maintain the current four (4) cabstand spaces located on Chicago Avenue at the southwest corner of its intersection with Washington Street.

Downtown cabstand plan

July 7, 2012

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- Add four (4) additional spaces to the west of the current cabstand location on Chicago Avenue. These spaces will be signed as cabstand only 11 p.m. to 3 a.m. Thursday, Friday, and Saturday; all additional days and hours these spaces will remain as they exist today, 2 hour parking spaces 6 a.m. to 6 p.m.
- Add four (4) cabstand spaces on the south side of Jefferson Avenue mid-block to serve the Jefferson Avenue establishments. These spaces will be signed as cabstand only 11 p.m. to 3 a.m. Thursday, Friday, and Saturday; all additional days and hours these spaces will remain as they exist today, 2 hour parking spaces 6 a.m. to 6 p.m.
- Modify three (3) parking spaces located on Jefferson Avenue at the southwest corner of its intersection with Washington Street to establish a designated parking location for evening NPD patrol vehicles. These parking spaces will be signed No Parking 11 p.m. to 3 a.m. Thursday, Friday, and Saturday; all additional days and hours these spaces will remain as they exist today; Multi-Use Zone, 15 minute passenger, 30 minute commercial.

A letter was sent to area business owners to make them aware of the plan and to solicit feedback on the proposed changes. In addition, following an initial presentation to the Downtown Naperville Alliance (DNA), City staff and DNA members worked together on changes that were subsequently incorporated in the proposed plan outlined above. The modified cabstand plan was presented and accepted by members present at the DNA meeting on Monday, June 18.

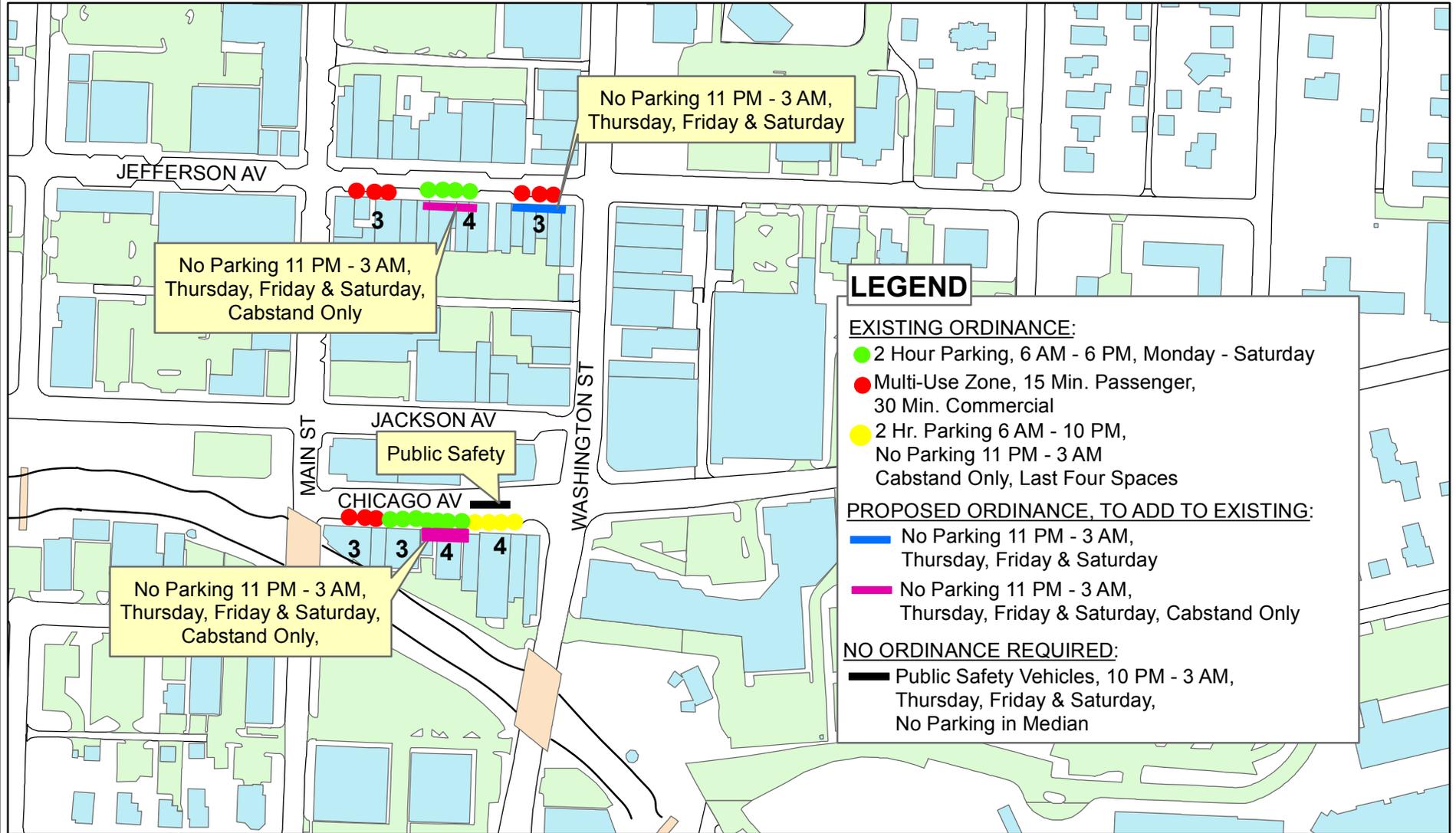
RECOMMENDATION:

Approve the recommendation to establish a new downtown cabstand plan.

ATTACHMENTS:

1. Location Map

City of Naperville Chicago Avenue & Jefferson Avenue Cabstands



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Transportation Advisory Board - 7/7/2012



Transportation, Engineering and Development Business Group
 Questions Contact (630) 420-6100
www.naperville.il.us
 June 2012



This map should be used for reference only. The data is subject to change without notice. City of Naperville assumes no liability in the use or application of the data. Reproduction or redistribution is forbidden without expressed written consent from the City of Naperville.



Naperville

TRANSPORTATION ADVISORY BOARD AGENDA ITEM

AGENDA DATE: 7/7/2012

SUBJECT: Van Buren Parking Facility Parking Modifications

ACTION REQUESTED: Approve the recommendation to amend the parking restrictions for the Van Buren Parking Facility as outlined in the attached ordinance.

PREPARED BY: Karyn Robles, Transportation and Planning Team Leader

ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

BACKGROUND:

The Van Buren Parking Facility (VBPF) is a 5 story parking deck that provides 792 parking spaces for use by downtown visitors, employees and residents. Parking in the deck is regulated in order to provide parking options for the various visitors and employees in the downtown. Parking restrictions in the deck include 3 hour parking between 5 a.m. and 2 a.m., all day parking after 9 a.m., accessible parking, central business district employee and resident parking, and overnight parking on Friday and Saturday nights.

DISCUSSION:

In May 2012, the City of Naperville received a request from a downtown business owner to have the parking restrictions in the Van Buren Parking Facility evaluated and modified to better serve early morning customers. Staff worked with the Naperville Police Department and the Department of Public Works to evaluate this request.

Based on staff’s observations and an analysis of the parking currently available, staff supports the proposed change in order to provide additional parking spaces for downtown visitors and customers that arrive before 9 a.m. Specifically, the recommendation is to convert 95 parking spaces located on the first level of the VBPF from all day parking after 9 a.m. to 3 hour parking between 5 a.m. and 2 a.m. If approved, this change would result in a total of 142 three hour parking spaces in the deck. There are currently only 47 spaces that allow for parking before 9 a.m. With the proposed change, approximately 635 all day parking spaces will remain available to visitors who need to park for more than 3 hours. The spaces that would be modified are the 95

Van Buren Parking Facility Modification

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spaces located on the first level of the deck, most easily identified as those spaces located on the northbound ramp accessed from the Van Buren Avenue entrance to the deck.

Staff has informed the Downtown Naperville Alliance of the proposed change, but has not received any feedback to date.

Additional Changes to the Ordinance

In addition to the proposed changes above, the attached draft ordinance also includes changes in order to accurately reflect the current number of parking spaces and the parking restrictions that exist in the municipal parking lots. Over the years, parking spaces have been added or eliminated, primarily as a result of the VBPF expansion, that are not currently reflected in the ordinance. The level names for the VBPF have also been modified in order to be consistent with the signage provided in the parking deck.

RECOMMENDATION:

Approve the recommendation to amend the parking restrictions for the Van Buren Parking Facility as outlined in the attached ordinance.

ATTACHMENTS:

1. Draft Ordinance

ORDINANCE NO. 12 - ____

AN ORDINANCE AMENDING TABLE 11-2B-2 MUNICIPAL PARKING LOTS AND PARKING REGULATIONS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, ILLINOIS, DuPAGE AND WILL COUNTIES, in exercise of its home rule authority as follows:

SECTION 1: Table 11-2B-2 Municipal Parking Lots is hereby amended by deleting the stricken language and adding the underlined language as follows:

TABLE 11-2B-2 MUNICIPAL PARKING LOTS

Location	30 Minute Parking	1 Hour Parking	2 Hour Parking	3 Hour Parking	All Day Parking ¹	Handicapped Parking	Reserved Parking	Electric Vehicle Parking Space	Subtotal By Location
Court Place/Concert Lane through Central Parking Facility							*	*	*
Van Buren parking facility									
Outside surface parking ³				49		4			50
Ground Lower level ^{3, 4}				45 <u>47</u>		1			46 <u>48</u>
Second First level				<u>95</u>	95 <u>68</u>	3 <u>4</u>			98 <u>167</u>

Third Second level ²					101 <u>165</u>	4 <u>5</u>			105 <u>170</u>
Fourth Third level ²					99 <u>163</u>	3 <u>4</u>			102 <u>167</u>
Fifth Fourth level					110 <u>175</u>	1			110 <u>176</u>
Roof Fifth level					66 <u>64</u>				66 <u>64</u>
Off street total spaces	22	35	105	635 <u>682</u>	771 <u>935</u>	52 <u>55</u>	64	1	1,684 <u>1,899</u>

Notes:

1. Parking after 9:00 a.m.
 2. Unlimited CBD permit parking.
*January 1 to April 15 only.
 3. 3 hour parking 5:00 a.m. to 2:00 a.m.
 4. ~~First seven (7) spaces along the east wall just south of the Benton Avenue entrance, 3-hour parking 7:00 p.m. to 2:00 a.m., 1 hour parking 5:00 a.m. to 7:00 p.m.~~
- No parking 2:00 a.m. to 5:00 a.m. in municipal parking lots.
All handicapped stalls have no time restrictions associated with them.

1. through 2.1. * * * *

3. Time Limits; Exceptions: No person shall park a vehicle in a municipal parking lot for a period of more than three (3) hours, except as specified as follows:
 - 3.1. In the central business district, CBD employee parking permit holders may park in the following locations:
 - 3.1.1. On levels 3 and 4 of the Van Buren parking facility without time restrictions; (Ord. 02-24, 2-5-2002)
 - 3.1.2. ~~In the Van Buren lot 1 parking lot in the sixteen (16) 30-minute limited parking stalls designated by posted sign; (Ord. 05-160, 9-6-2005)~~

- 3.1.32. On level 2 of the central parking facility without time restrictions during the period of January 1 through April 15, annually; and
- 3.1.43. On level 3 of the central parking facility without time restrictions.
- 3.1.4 On Court Place and Central Park Road without time restrictions;
- 3.1.5 On the upper level, eastern half of the Municipal Center
- 3.2. In the Nichols library and Naper Boulevard library parking lots:
 - 3.2.1. Three-hour parking where designated by posted signs;
 - 3.2.2. One-hour parking where designated by posted signs. (Ord. 06-145, 6-20-2006)
- 3.3. In the Van Buren lot 1 parking lot in the sixteen (16) 30-minute limited parking stalls designated by posted sign; (Ord. 05-160, 9-6-2005)

4 through 4.3.1 * * * *

SECTION 3: This Ordinance shall be in full force and effect after its passage and approval.

PASSED this ____ day of _____, 2012.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2012.

ATTEST:

A. George Pradel
Mayor

Pamela LaFeber, PhD
City Clerk



Naperville

TRANSPORTATION ADVISORY BOARD AGENDA ITEM

AGENDA DATE: 07/07/2012

SUBJECT: Recommendation for FY 2012 – 2013, Second Quarter Commuter Permit Issuance and Space Utilization Report

ACTION REQUESTED: For information only; no action required.

PREPARED BY: Deb Kreider, Engineering Technician

ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

BACKGROUND:

DISCUSSION:

RECOMMENDATION:

ATTACHMENTS:

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: June 22, 2012

TO: Karyn Robles, Transportation Team Leader

FROM: Deb Kreider, Transportation & Traffic Services Team

SUBJECT: Recommendation for FY 2012 – 2013, Second Quarter Commuter Permit Issuance and Space Utilization Report

PURPOSE:

This recommendation forwards information on utilization of commuter parking for the months of April, May and June, 2012. The information is being used to make a recommendation for the issuance of new parking permits from the waiting lists. A recommendation is made for each permit lot.

INFORMATION:

In order to adjust the number of permits for the commuter lots, the Transportation and Traffic Services Team surveyed the lots April 19, May 24 and June 14, 2012. The usage versus capacity for each lot is detailed in the attached spreadsheets.

The Transportation, Engineering and Development Business Group (TED) continues to be aggressive in the recommendation to issue commuter parking permits in an effort to maintain a high occupancy rate in the commuter parking lots. TED coordinates with the Police Department to have reports of 100% capacity, per lot, reported to TED in order to better track the daily usage of the lots. There were no reports of 100% capacity during the past quarter.

The Route 59 parking lot wait list was eliminated during the first quarter of 2010 as everyone on the wait list who had applied for a parking permit was offered a permit. Since that time commuters have been able to walk-in to the Municipal Center with an application and fees and pick up a permit for the Route 59 lot. Commuters who mail their application have been called by telephone and told they could immediately pick up a permit for the Route 59 lot. There are currently 44 permits available on a walk-in basis. This number is adjusted based on the number of commuters who do not renew their permits.

Vacancies for permit parking at Route 59 in April were 162 spaces (86% occupied) compared to 2011 when the vacancies were 137 spaces (88% occupied). The vacancies for permit parking in May were 248 (78% occupied) compared to 2011 when the vacancies were 181 spaces (84% occupied). And, the vacancies for permit parking in June 2012 were 257 spaces (77% occupied) compared to 2011 when the vacancies were 168 spaces (85% occupied) on the dates of the surveys.

Daily fee parking at Route 59 also remains at less than 100% occupied. There were 37 vacant spaces in April, equating to a 94% occupancy rating. In May there were 71 vacant spaces,

resulting in 89% occupied and in June there were 62 vacant spaces, which equated to 91% occupied.

The owner of the private lot next to the Route 59 lot changed their pricing in the final quarter of 2011 and is attracting a few more customers. During this past quarter the greatest number of vehicles observed parked in the lot was 37. The Aurora commuter lot also had vacancies in the permit and daily fee parking spaces during the past quarter. Details of the vacancies are shown on the attached Commuter Parking Survey.

Cancelled permits at Route 59 continue to remain at a high rate. More commuters are cancelling their permits or not paying when their permits are due for renewal than new commuters are requesting permits at this time. This may be a summer dip as commuting is always at its lowest in the summer. Cancels and non-pays at the downtown lots have leveled out to somewhat more of a norm.

Sixty-five offer letters were sent to commuters on the downtown wait list for the Burlington lot. Thirty-five commuters accepted the offers, 5 rejected and 25 commuters did not respond. Twenty-five of the commuters accepting permits previously held a Kroehler lot permit. There were 11 previous permit holders who cancelled their permits.

The Kroehler lot had thirty-five offer letters sent to commuters on the wait list. Fourteen commuters accepted these permits. Six commuters rejected the offer and 15 commuters did not respond to the offer letter. Four refused the offer but chose to remain on the Burlington list.

Fifteen offer letters were sent to commuters on the downtown wait list for the Parkview lot. Nine commuters accepted the offers and 6 commuters did not respond. Seven of the nine commuters who accepted the offers previously held permits in the Kroehler lot.

TED calculates the number of parking permits which are offered to commuters based on actual acceptance, usage, seasonal variations, and historical data and allows for flexibility based on the number of desired overflow days per year. Adjustments have also been made based on an anticipated number of commuters who do not use their permits on a regular basis. By applying an anticipated acceptable number of potential parking space overflow days in the quarter, the number of permits that the lot would be able to support is calculated.

Permit Offers for the Second Quarter FY 2012 - 2013

Permits Effective August 1, 2012

Commuter Lot (# of spaces)	1st Quarter Actual Acceptance Rates FY 11 - 12	2nd Quarter Assumed Acceptance Rates FY 12 - 13	Lowest Number of Vacancies Observed (April - June)	Desired Number of Vacancies	Current Number of Permits	Potential Days of Annual Overflow	Offer Letters to be Extended (rounded to nearest factor of 5)
Burlington (526)	54%	60%	23	20	894	3	15
Parkview (110)	60%	90%	22	10	203	2	15
Kroehler (281)	60%	50%	34	15	433	5	35
Route 59 (1121)	N/A	N/A	162	20	1437	3	

As of June 6, 2012, there were 44 permits available on a walk-in basis for the Route 59 lot. Finance issued 30 new permits during the past quarter. TED continues to work closely with Finance to insure that commuters applying for a permit for the Route 59 parking lot will receive a parking permit as soon as a permit becomes available.

RECOMMENDATION:

Based upon the factors listed above and in an effort to increase occupancy, TED is recommending that the number of commuter offer letters be sent to persons on the waiting lists as follows.

Burlington 15
Parkview 15
Kroehler 35

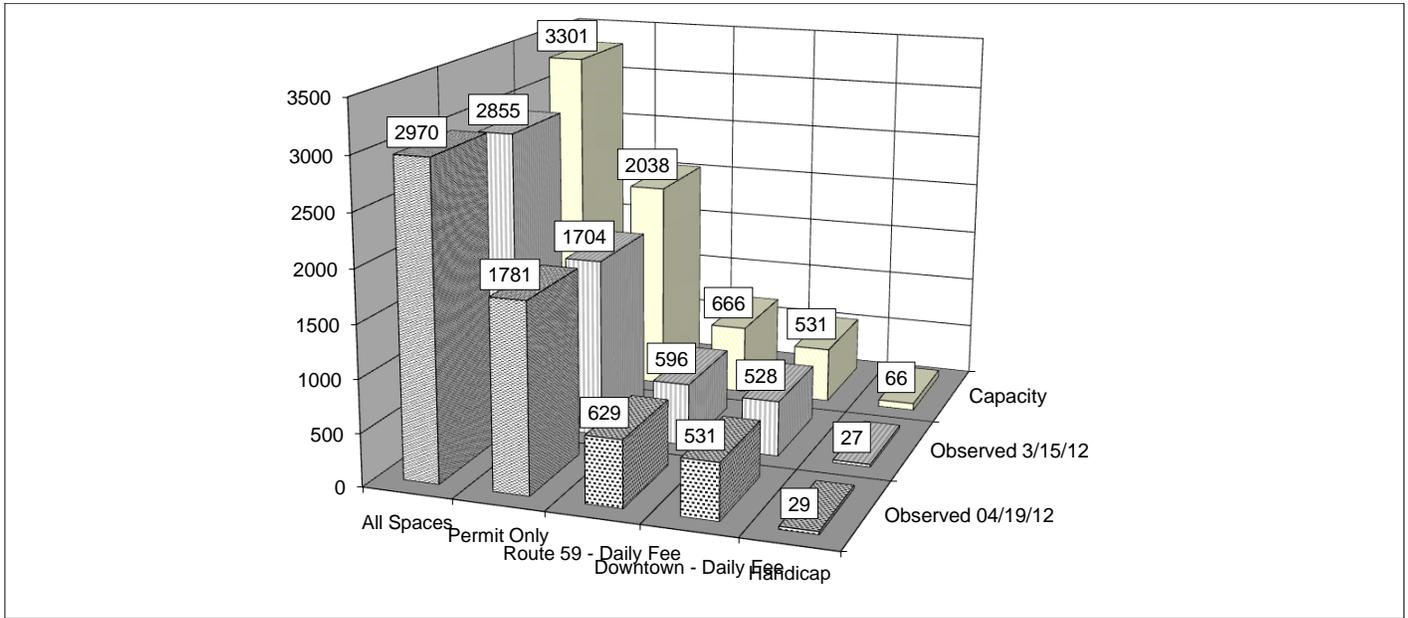
C: R. Fancler, TED
 Transportation Advisory Board

Attachments:
 April, May and June Parking Surveys

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	487	39	93%
Handicap	25	8	17	32%
Rt. 59 Station Lot				
Permit Only	1121	959	162	86%
Daily Fee	666	629	37	94%
Handicap	27	13	14	48%
Parkview Lot				
Permit Only	110	88	22	80%
Handicap	12	6	0	50%
Kroehler Lot				
Permit Only	281	247	34	88%
Daily Fee	44	44	0	100%
5th Avenue (on street)				
Washington to Main - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	84	84	0	100%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	29	29	0	100%
Spring Avenue				
Daily Fee	21	21	0	100%
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	20	0	100%
Handicap	2	2	0	100%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	28	28	0	100%
Totals				
All Spaces	3301	2970	325	90%
Permit Only	2038	1781	257	87%
Route 59 - Daily Fee	666	629	37	94%
Downtown - Daily Fee	531	531	0	100%
Handicap	66	29	31	44%

Naperville Monthly Commuter Parking Survey



	Observed 3/15/12	Observed 04/19/12	Capacity
All Spaces	2855	2970	3301
Permit Only	1704	1781	2038
Route 59 - Daily Fee	596	629	666
Downtown - Daily Fee	528	531	531
Handicap	27	29	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	29
South Side	X	59
Children's Museum Lot	X	13
Motorcycle - Downtown		
North Side (no permit required)	25	15
South (covered, permit required)	40	11
Route 59 Private Lot		
Private Lot behind Starbuck's	167	34

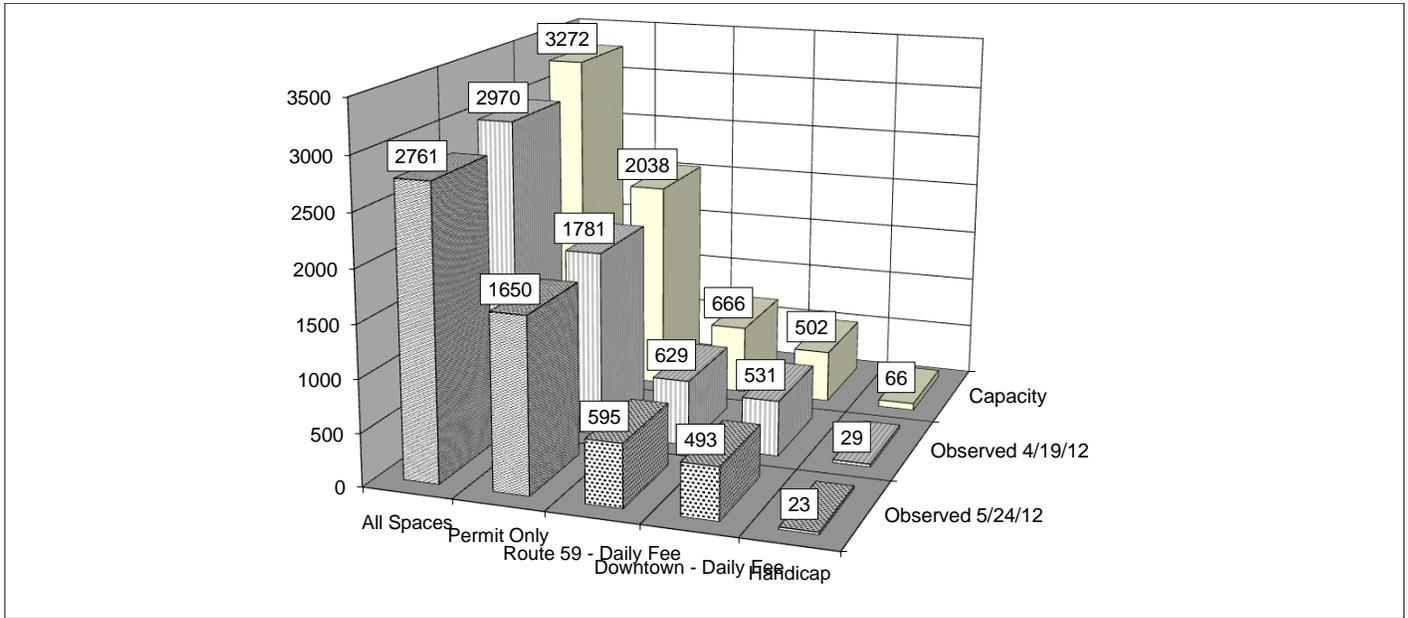
Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	24
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	8
Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1645	0 open
Permit (7:35, 9:00)	770	12 open
Motorcycle \$2 fee (Observed)		5

Partly Cloudy - 50°

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	470	56	89%
Handicap	25	5	20	20%
Rt. 59 Station Lot				
Permit Only	1121	873	248	78%
Daily Fee	666	595	71	89%
Handicap	27	10	17	37%
Parkview Lot				
Permit Only	110	86	24	78%
Handicap	12	6	3	50%
Kroehler Lot				
Permit Only	281	221	60	79%
Daily Fee	44	44	0	100%
5th Avenue (on street)				
Washington to Main - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	84	84	0	100%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	0	0	0	#DIV/0!
Spring Avenue				
Daily Fee	21	21	0	100%
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	18	2	90%
Handicap	2	2	0	100%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	28	21	7	75%
Totals				
All Spaces	3272	2761	508	84%
Permit Only	2038	1650	388	81%
Route 59 - Daily Fee	666	595	71	89%
Downtown - Daily Fee	502	493	9	98%
Handicap	66	23	40	35%

Naperville Monthly Commuter Parking Survey



	Observed 4/19/12	Observed 5/24/12	Capacity
All Spaces	2970	2761	3272
Permit Only	1781	1650	2038
Route 59 - Daily Fee	629	595	666
Downtown - Daily Fee	531	493	502
Handicap	29	23	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	39
South Side	X	81
Children's Museum Lot	X	14
Motorcycle - Downtown		
North Side (no permit required)	25	24
South (covered, permit required)	40	17
Route 59 Private Lot		
Private Lot behind Starbuck's	167	37

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	32
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	10
Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1645	36 open
Permit (7:35, 9:00)	770	30 open
Motorcycle \$2 fee (Observed)		15

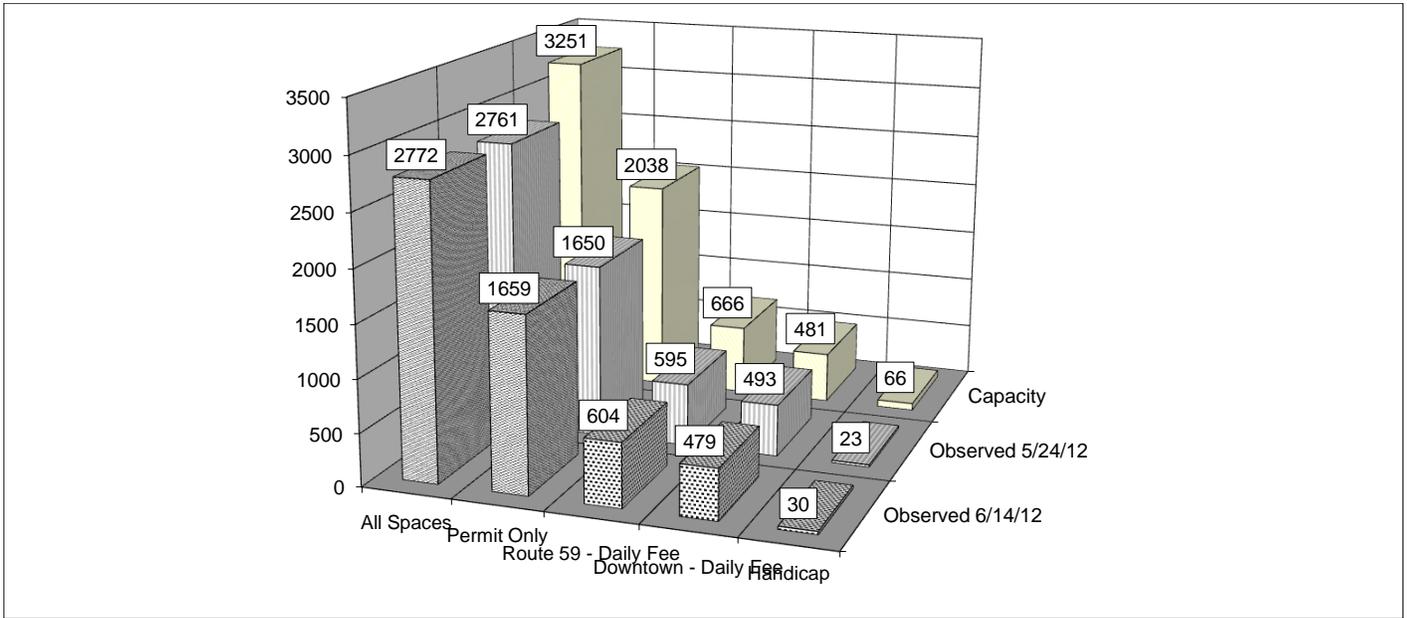
Sunny - 70⁰

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	503	23	96%
Handicap	25	8	17	32%
Rt. 59 Station Lot				
Permit Only	1121	864	257	77%
Daily Fee	666	604	62	91%
Handicap	27	14	13	52%
Parkview Lot				
Permit Only	110	79	31	72%
Handicap	12	6	8	50%
Kroehler Lot				
Permit Only	281	213	68	76%
Daily Fee	44	44	0	100%
5th Avenue (on street)				
Washington to Main - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	84	84	0	100%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	0	0	0	#DIV/0!
Spring Avenue				
Daily Fee	0	0	0	#DIV/0!
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	18	2	90%
Handicap	2	2	0	100%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	28	28	0	100%
Totals				
All Spaces	3251	2772	481	85%
Permit Only	2038	1659	379	81%
Route 59 - Daily Fee	666	604	62	91%
Downtown - Daily Fee	481	479	2	100%
Handicap	66	30	38	45%

June 14, 2012

Naperville Monthly Commuter Parking Survey



	Observed 5/24/12	Observed 6/14/12	Capacity
All Spaces	2761	2772	3251
Permit Only	1650	1659	2038
Route 59 - Daily Fee	595	604	666
Downtown - Daily Fee	493	479	481
Handicap	23	30	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	40
South Side	X	103
Children's Museum Lot	X	27
Motorcycle - Downtown		
North Side (no permit required)	25	22
South (covered, permit required)	40	14
Route 59 Private Lot		
Private Lot behind Starbuck's	167	30

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	32
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	10
Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1645	35 open
Permit (7:35, 9:00)	770	49 open
Motorcycle \$2 fee (Observed)		14

Sunny - 78⁰



Naperville

TRANSPORTATION ADVISORY BOARD AGENDA ITEM

AGENDA DATE: 7/7/2012

SUBJECT: 2013 Annual New Sidewalk Program

ACTION REQUESTED: Approve the recommendation establishing the 2013 Annual New Sidewalk Program, including the contingency sidewalk gap locations.

PREPARED BY: Rory Fancier, Project Manager
Sean Marquez, Project Engineer

ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
N/A	N/A	N/A

BACKGROUND:

On January 6, 2004, City Council approved the Comprehensive Sidewalk Policy, a policy and guideline for sidewalk installation and maintenance within Naperville’s corporate boundaries. The policy assists City Council, the Transportation Advisory Board (TAB), staff and residents by clearly defining the City’s policies and practices for sidewalk installation.

The policy established the Annual New Sidewalk Program to programmatically install sidewalk in identified gap locations. Each year, a list of selected gap locations is presented to TAB and City Council for inclusion in the following year’s construction program. Since 2004, sidewalk has been installed in 77 gap locations, totaling approximately 9.8 miles¹.

Based on an inventory of existing sidewalk gaps throughout the city, the following gaps remain uninstalled and planned for future construction programs.

	Number of Sidewalk Gaps	Total Length of Sidewalk Gaps (approx.)
Arterial Roadways	58	24 miles
Non-Arterial Roadways	290	39 miles
Total	348	63 miles

The approximately 63 miles of sidewalk gaps will be installed incrementally based upon the annual budget allocation for the sidewalk program and a priority system.

¹ Includes locations planned for installation in summer 2012.

2013 Annual New Sidewalk Program

July 7, 2012

Page 2 of 4

DISCUSSION:

In preparation for the 2013 Annual New Sidewalk Program, City staff comprehensively evaluated the sidewalk gap inventory based on the priority system. The priority system phases installation of sidewalk based on public safety, proximity to schools, linkages to the existing pedestrian network, roadway classification, project coordination opportunities, and public input. An overview of the priority system used to determine the sidewalk gaps recommended for installation in summer 2013 is provided in Attachment 1.

In addition, the geographic distribution of sidewalk gaps throughout the city was also considered. As highlighted in Attachment 2, the highest concentration of sidewalk gaps is located in three neighborhoods: Naperville Heights, East Highlands and Laird Woods.

2013 Annual New Sidewalk Program Funding

The City of Naperville was recently awarded a \$250,000 grant from the Illinois Safe Routes to School (SRTS) Program, a federally funded program administered by the Illinois Department of Transportation (IDOT). The Safe Routes to School Program provides 100% project funding; no local match is required. In addition to the \$250,000 grant award, the City will contribute \$50,000 for a total budget of \$300,000 for the 2013 Annual New Sidewalk Program.

The City anticipates the SRTS funding will be used for installation of sidewalk in 2013; however, based on the IDOT design review process, the SRTS funded sidewalk installation may be delayed until the 2014 construction season. The Safe Routes to School Program funding will be used to install sidewalk in East Highlands, Naperville Heights and Laird Woods, neighborhoods with the highest concentration of sidewalk gaps (Attachment 2). If installation of the SRTS locations are delayed until the 2014 construction season, contingency locations have been identified for installation in 2013 in lieu of the SRTS locations. Additional information on the contingency locations is provided below.

2013 Annual New Sidewalk Program Recommendation – SRTS Program Locations

Based on the City of Naperville Comprehensive Sidewalk Policy, the priority system, and the SRTS Program requirements, the following 2013 Annual New Sidewalk Program recommendation was developed for public review and comment. A map of the sidewalk gap locations is provided as Attachment 3.

No.	Street Name	Side of Street	Gap Segment	Location
1.	Sleight Street	west	Loomis St. to Hillside Rd.	East Highlands
2.	Wellner Road	west	Loomis St. to Sleight St.	East Highlands
3.	Wehrli Drive	west	Hillside Rd. to Wright St.	East Highlands
4.	View Court	north	Wellner Rd. to Wehrli Dr.	East Highlands
5.	Loomis Street	west	Sunset Dr. to Villa Ave.	East Highlands
6.	Wright Street	east	Hillside Rd. to Wehrli Dr.	East Highlands
7.	Woodlawn Avenue	north	Wright St. to 125' east of Wright St.	East Highlands
8.	Webster Street	west	10 th Ave. to 11 th Ave.	Naperville Heights

2013 Annual New Sidewalk Program

July 7, 2012

Page 3 of 4

9.	Webster Street	east	10 th Ave. to Ogden Ave.	Naperville Heights
10.	Webster Street	west	14 th Ave. to Bauer Rd.	Naperville Heights
11.	Wilson Avenue	south	Laird St. to Douglas Ave.	Laird Woods
12.	Laird Street	east	Benton Ave. to Douglas Ave.	Laird Woods

With installation of the aforementioned Naperville Heights gap segments, sidewalk will be provided on at least one side of each street within this neighborhood². Per the Comprehensive Sidewalk Policy, the City's priority is to provide sidewalk on at least one side of each local street. As such, future Annual New Sidewalk Programs will prioritize sidewalk gaps in East Highlands and Laird Woods, as well as other sidewalk gaps located throughout the City.

2013 Annual New Sidewalk Program Recommendation – Contingency Locations

The City will allocate funds recently awarded through the Illinois Safe Routes to School (SRTS) Program to install the aforementioned sidewalk gap locations. Based on the planning and approval process associated with the SRTS Program, installation of sidewalk in the aforementioned gap locations may be delayed until the 2014 construction season. As such, City staff has included the following contingency sidewalk gap locations in the 2013 Annual New Sidewalk Program. These locations are highlighted in the map provided as Attachment 3.

No.	Street Name	Side of Street	Gap Segment	Location
1.	Melody Lane	east	Hillside Rd. to Maple Ln.	East Highlands
2.	Thornwood Drive	west	Sunset Dr. to Hillside Rd.	East Highlands
3.	Wright Street	east	Woodlawn Ave. to Villa Ave.	East Highlands
4.	West Street	west	Douglas Ave. to Spring Ave.	Laird Woods
5.	Cottage Avenue	south	Fremont St. to West St.	Laird Woods
6.	Ellsworth Street	east	Ogden Ave. to 216 E. Ogden Ave.	Other Non-Arterial
7.	Highland Avenue	north	Wright St. to Columbia St.	Other Non-Arterial
8.	Wright Street	west	11th Ave. to 14th Ave.	Other Non-Arterial
9.	Washington Street	east	Gartner Rd. to Pioneer Park	Arterial
10.	Raymond Drive	west	Diehl Rd. to Crystal Ave.	Arterial
11.	Diehl Road	south	Raymond Dr. to Tellabs Traffic Signal	Arterial
12.	Diehl Road	north	west Tellabs Property Line to Nalco Traffic Signal	Arterial

The Illinois Safe Routes to School Program sidewalk gap locations will be given first priority for installation during the 2013 construction season. The contingency sidewalk gap locations listed above will be installed in 2013 if the SRTS Program planning and approval process results in extended delays. In the event the contingency sidewalk gap locations are not installed in 2013, these locations will be installed as part of the 2014 Annual New Sidewalk Program.

² Assumes installation of the 2012 Annual New Sidewalk Program, which is currently underway.

2013 Annual New Sidewalk Program

July 7, 2012

Page 4 of 4

Public Notice

In advance of the Transportation Advisory Board meeting, affected residents and commercial properties were notified of the city's intent to construct sidewalk at these locations. Affected residents are defined as *all* property owners along the side of the roadway segment where sidewalk construction is proposed, whether their residence currently has sidewalk or not. Notice was also published in the Naperville Sun and on the City's website. A copy of public correspondence regarding the 2013 Annual New Sidewalk Program is provided as Attachment 4.

Public Notice – Melody Lane

In addition to the public notice required per the Comprehensive Sidewalk Policy, a courtesy notice was issued to residents on the west side of Melody Lane³. In 2011, the City evaluated the potential for installation of sidewalk on the west side of Melody Lane as part of the 2012 Annual New Sidewalk Program. Although Melody Lane was not included in the 2012 Annual New Sidewalk Program, sidewalk on the east side of Melody Lane has been included as a contingency sidewalk gap location in the 2013 Annual New Sidewalk Program⁴.

Melody Lane (between Hillside Road and Maple Lane) remains a priority based on the following considerations:

- Provides access to Highlands Elementary School, consistent with the Walk to School Route;
- A parallel route is not currently available (i.e., continuous sidewalk is not present on the either side of the street);
- Connects to the existing sidewalk network;
- Provides pedestrian connectivity to the Riverwalk and the DuPage River Trail; and
- Signed as a bicycle route, consistent with the city's Bicycle Implementation Plan.

In June 2011, Melody Lane residents were notified of the recommendation to postpone sidewalk installation to a future year Annual New Sidewalk Program. A copy of the courtesy notice issued in June 2012 is provided as Attachment 5. A copy of all correspondence received in advance of the TAB meeting is provided as Attachment 6.

RECOMMENDATION:

Approve the recommendation establishing the 2013 Annual New Sidewalk Program, including the contingency sidewalk gap locations.

ATTACHMENTS:

1. Summary of Sidewalk Gap Inventory Priority System
2. Sidewalk Gap Geographic Distribution Summary
3. Map of Recommended Locations for the Annual New Sidewalk Program
4. Public Notice Issued to Affected Residents
5. Courtesy Notice Issued to Melody Lane Residents
6. Public Correspondence

³ Notice was issued to residents on the east side of Melody Lane per the Comprehensive Sidewalk Policy. A copy of the letter is provided as Attachment 4.

⁴ Due to floodplain impacts on the west side of the street, sidewalk is recommended on the east side of Melody Lane as part of the 2013 Annual New Sidewalk Program.

Summary of Sidewalk Gap Inventory Priority System

The priority system is used to phase installation of the 348 sidewalk gaps identified throughout the City. Consistent with the 2004 Comprehensive Sidewalk Policy, the following factors were evaluated to determine phasing for installation of each identified sidewalk gap. The 2013 Annual New Sidewalk Program was developed based on these factors; future year sidewalk programs will also be developed using the priority system.

- **Sidewalk Connectivity** – To enhance pedestrian mobility throughout the City, sidewalk gap locations which provide connectivity to the existing sidewalk network were assigned a higher priority than standalone sidewalk gaps which provide no opportunity for connectivity to the existing network. Sidewalk gaps along a cul-de-sac or dead end street were not prioritized for near-term installation as they do not offer a through travel route for pedestrians.
- **Parallel Routes** – To provide safe pedestrian routes throughout the City, sidewalk gaps located along non-arterial roadways which currently have no sidewalk or discontinuous sidewalk on the opposite side of the street are given higher priority than gap segments which have continuous sidewalk available on the opposite side of the street. Introducing sidewalk in locations which are currently not served or underserved provides for a safe pedestrian route along these roadways.

It should be noted that this factor was not used for arterial roadways as it is the City’s policy to provide for continuous sidewalk along both sides of arterial roadways. Arterial roadways generally experience higher traffic volumes and vehicle speeds; therefore, sidewalk is preferred on both sides of the street in order to provide safe pedestrian routes for all users and reduce the demand for pedestrian crossings.

- **Proximity to a School** – To provide for safe pedestrian access to schools, sidewalk gap locations located within one quarter mile of a school are given priority over those locations not located near a school. As shown in the table below, approximately 39% of all sidewalk gaps identified throughout the City are located within one quarter mile of a school.

	Number of Sidewalk Gaps within 1/4 mile of a School*	Total Length of Sidewalk Gaps within 1/4 mile of a School* (approx.)
Arterial Roadways	18	7.3 miles
Non-Arterial Roadways	118	15.3 miles
Total	136	22.6 miles

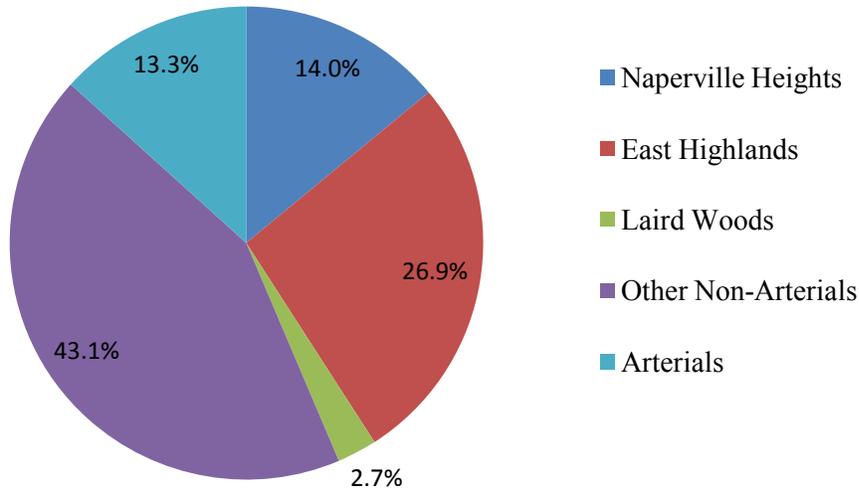
* Note: Includes locations proposed for 2013 Annual New Sidewalk Program.

- **Roadway Classification** – To enhance pedestrian safety along roadways with higher traffic volumes and vehicle speeds, major and minor arterials are given priority over local roadways as defined by the City’s Master Thoroughfare Plan. With the large number of vehicles on these roadways continuous sidewalk is needed on both side of the street. Also arterial sidewalk gaps are often significant barriers to pedestrians due to their traffic volumes.
- **Public Input** – Based on the aforementioned factors, the Annual New Sidewalk Program is developed for public review and comment. The program may be adjusted based on public input received through the public hearing process. Public input submitted throughout the year is evaluated by City staff during the development of the Annual New Sidewalk Program.

Sidewalk Gap Geographic Distribution Summary

Following installation of the 2012 Annual New Sidewalk Program, the City will have a total of 348 sidewalk gaps throughout the City. Approximately 39 percent of these sidewalk gaps are located within 1/4 mile of a school. As detailed below, a significant percentage (approximately 44%) of the sidewalk gaps located in proximity (i.e., 1/4 mile) to a school are located in the following subdivisions: Naperville Heights, East Highlands and Laird Woods.

Percentage of Total Sidewalk Gap Segments Located within 1/4 mile of a School



Per the Comprehensive Sidewalk Policy, the City’s priority is to provide sidewalk on at least one side of each local street and along both sides of arterial roadways. Sidewalk gap segments located within one quarter mile of a school are given higher priority in order to provide for safe pedestrian access to schools.

The recently awarded Illinois Safe Routes to School (SRTS) Program funding will be allocated to installation of sidewalk gaps in Naperville Heights, East Highlands and Laird Woods per the priority system established by the Comprehensive Sidewalk Policy.

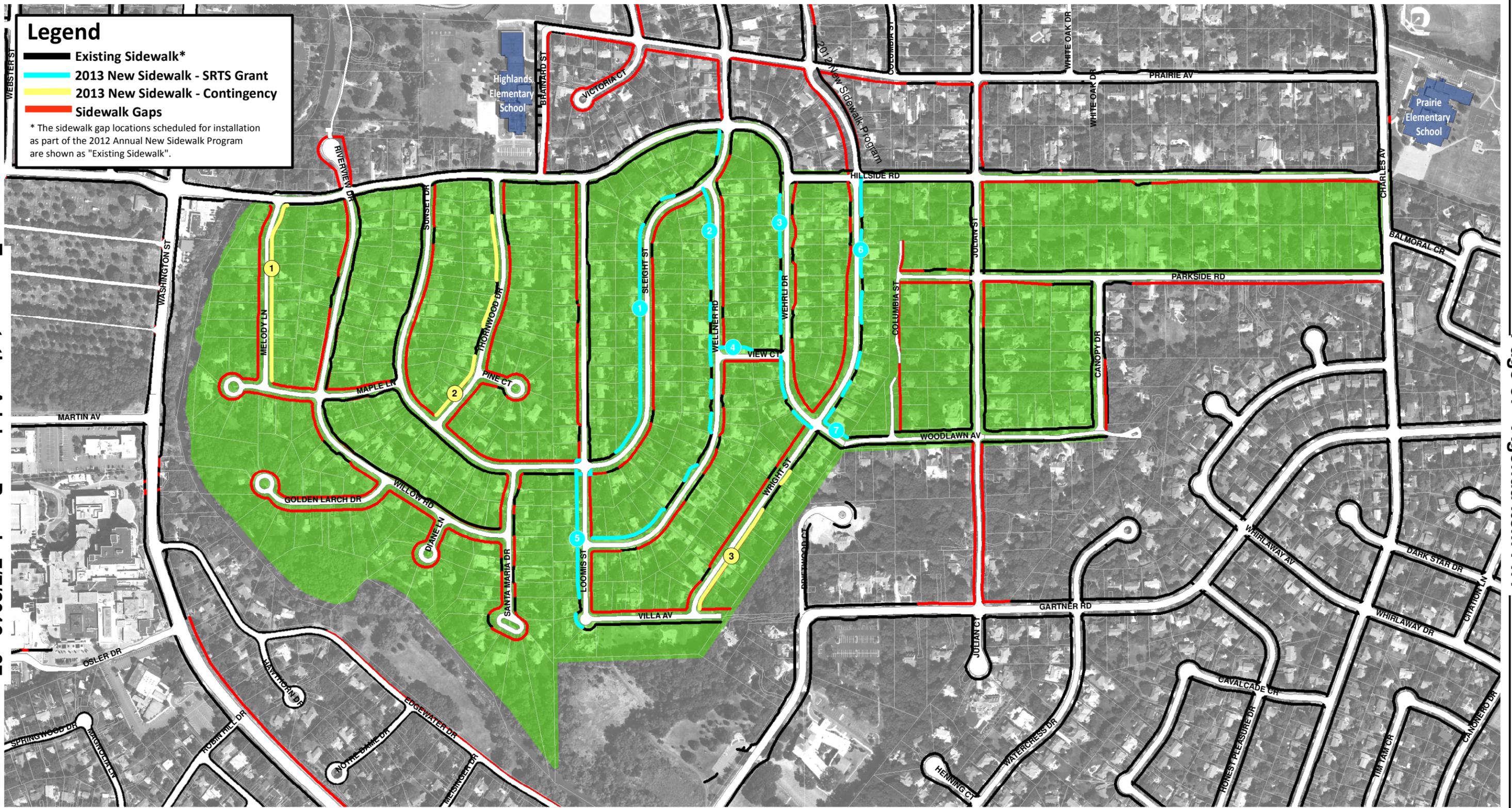
Following installation of the sidewalk gap segments identified as the 2013 Annual New Sidewalk Program Recommendation-SRTS Program Locations, sidewalk will be provided on at least one side of each street in Naperville Heights. Furthermore, following installation of the sidewalk gap segments identified as the SRTS Program Locations and the Contingency Locations, sidewalk will also be provided on at least one side of each street in Laird Woods¹. As such, sidewalk gap segments in East Highlands and other sidewalk gap segments located throughout the City will be prioritized for future annual new sidewalk programs. The priority system will be used to determine the next priorities for installation through future construction programs.

¹ Excludes cul-de-sacs and dead ends per the priorities established by the Comprehensive Sidewalk Policy.

Legend

-  Existing Sidewalk*
-  2013 New Sidewalk - SRTS Grant
-  2013 New Sidewalk - Contingency
-  Sidewalk Gaps

* The sidewalk gap locations scheduled for installation as part of the 2012 Annual New Sidewalk Program are shown as "Existing Sidewalk".



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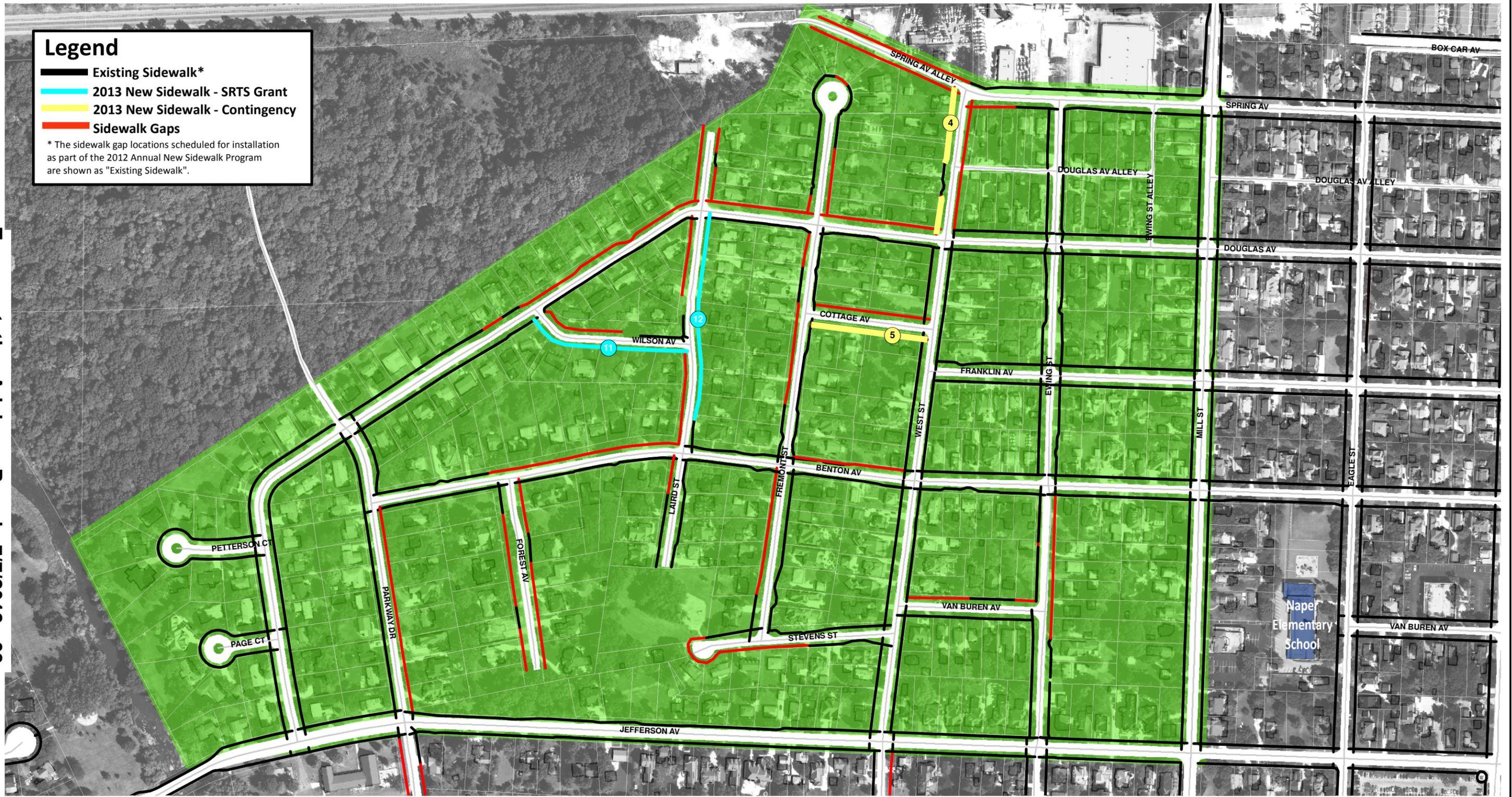
2013 Annual New Sidewalk Program East Highlands

This map should be used for reference only. The data is subject to change without notice. City of Naperville assumes no liability in the use or application of the data. Reproduction or redistribution is forbidden without expressed written consent from the City of Naperville.

Legend

-  Existing Sidewalk*
-  2013 New Sidewalk - SRTS Grant
-  2013 New Sidewalk - Contingency
-  Sidewalk Gaps

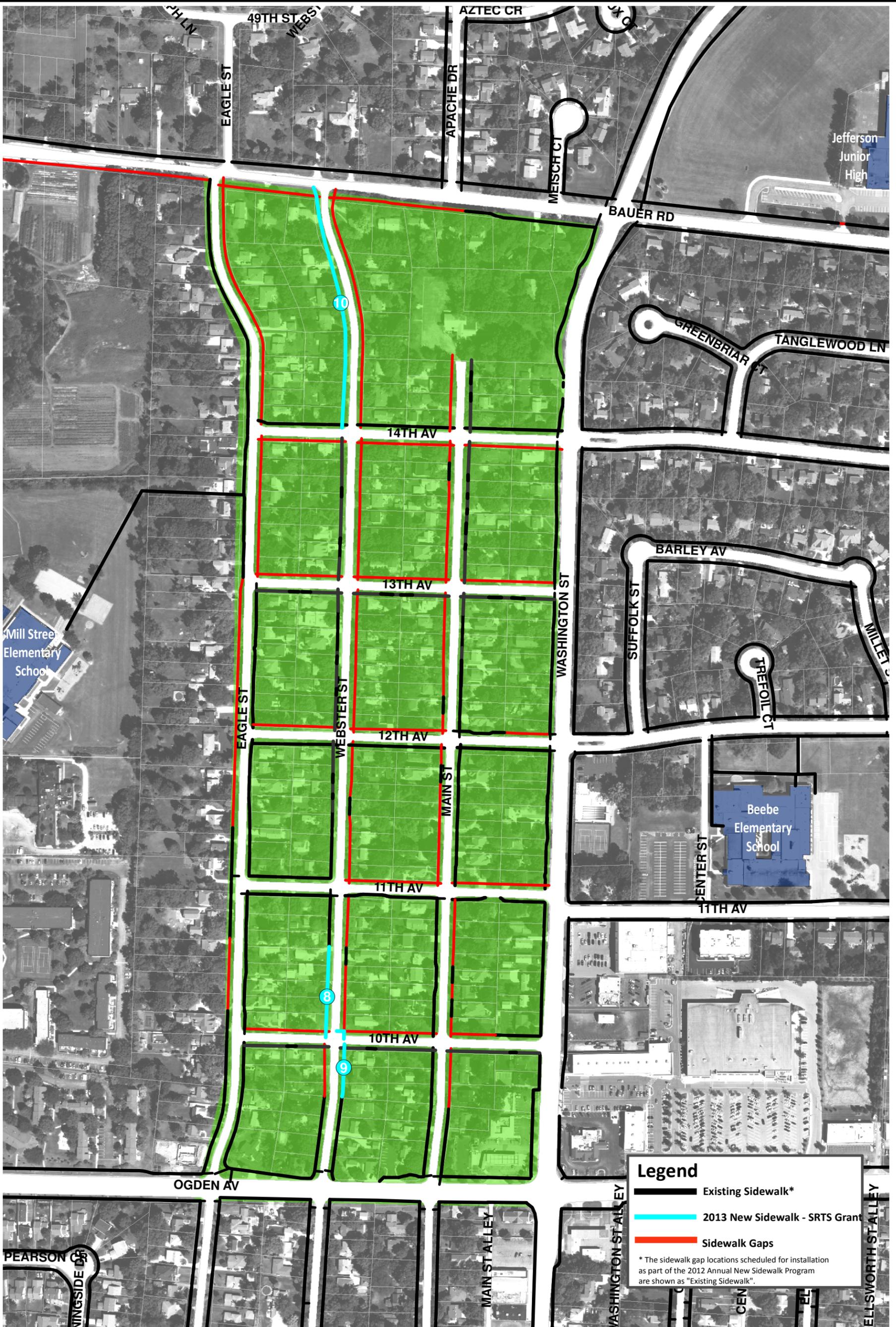
* The sidewalk gap locations scheduled for installation as part of the 2012 Annual New Sidewalk Program are shown as "Existing Sidewalk".



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June 2012

2013 Annual New Sidewalk Program Laird Woods

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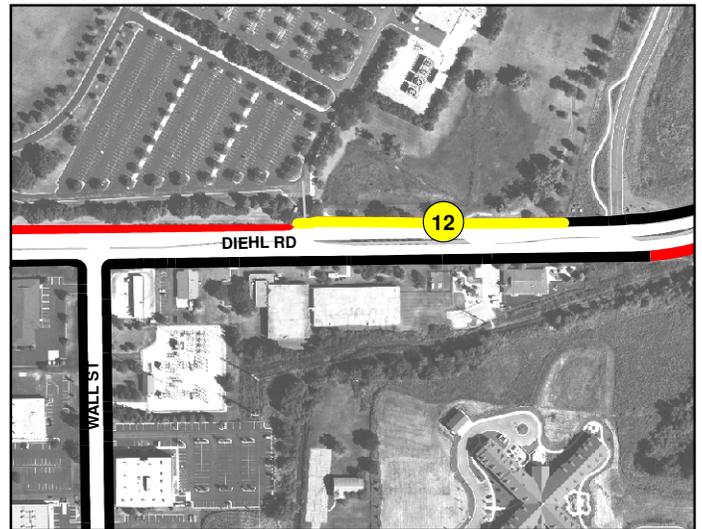
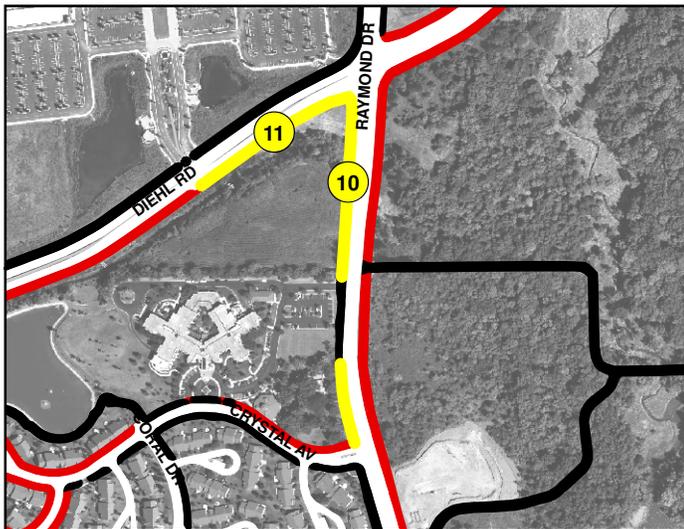
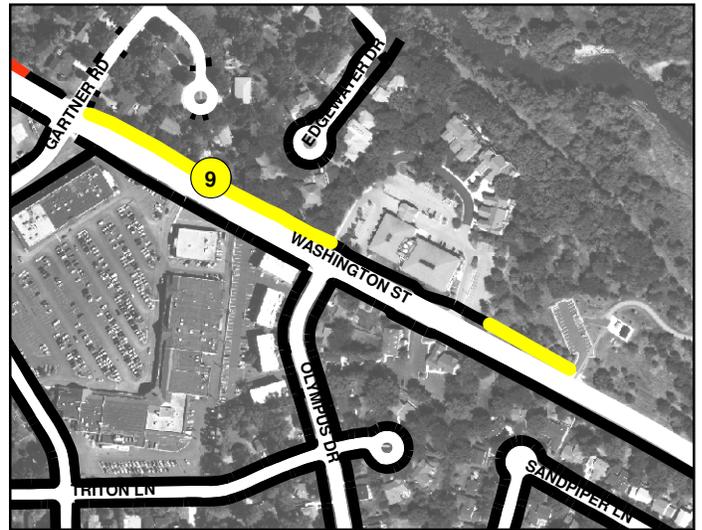
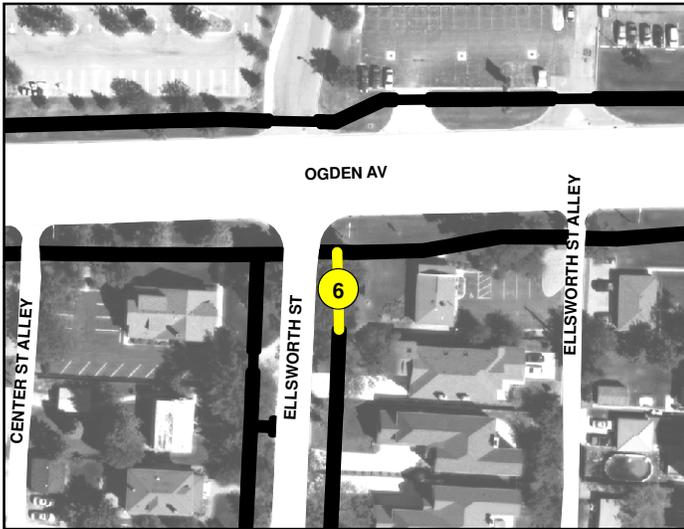


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2013 Annual New Sidewalk Program Naperville Heights

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City of Naperville
2013 Annual New Sidewalks Program
Other Non-Arterials and Arterial



Transportation, Engineering and
 Development Business Group
 www.naperville.il.us
 June 2012

- Existing Sidewalk
- Sidewalk Gap
- 2013 New Sidewalk - Contingency Locations





Naperville

June 15, 2012

NAME
OR CURRENT PROPERTY OWNER
ADDRESS
CITY, STATE ZIP CODE

Re: Proposed New Sidewalk Construction – 2013 Annual New Sidewalk Program

Dear Resident/Current Property Owner,

The purpose of this letter is to inform you of the City's proposal to install sidewalk in the public right-of-way adjacent to your property as part of the 2013 Annual New Sidewalk Program. **On Saturday, July 7, 2012, the 2013 Annual New Sidewalk Program will be presented to the Transportation Advisory Board.** The meeting begins at 8:00 a.m. in the City Council Chambers at the Municipal Center, located at 400 South Eagle Street. Public testimony regarding the proposed new sidewalk locations will be accepted during the meeting; written comments may also be submitted (see contact information at the end of this letter). Additional information regarding the 2013 Annual New Sidewalk Program is provided below.

Based on the City of Naperville Comprehensive Sidewalk Policy, sidewalk is proposed for installation during the 2013 construction season in the sidewalk gap locations listed below. These locations are proposed for the 2013 Annual New Sidewalk Program based on a number of factors, including public safety, proximity to schools, connectivity to the existing pedestrian network, roadway classification, project coordination opportunities, and public input.

- Sleight Street (west side), Loomis Street to Hillside Road
- Wellner Road (west side), Loomis Street to Sleight Street
- Wehrli Drive (west side), Hillside Road to Wright Street
- View Court (north side), Wellner Road to Wehrli Drive
- Loomis Street (west side), Sunset Drive to Villa Avenue
- Wright Street (east side), Hillside Road to Wehrli Drive
- Woodlawn Avenue (north side), Wright Street to 125' east of Wright Street
- Webster Street (west side), 10th Avenue to 11th Avenue
- Webster Street (east side), 10th Avenue to Ogden Avenue
- Webster Street (west side), 14th Avenue to Bauer Road
- Wilson Avenue (south side), Laird Street to Douglas Avenue
- Laird Street (east side), Benton Avenue to Douglas Avenue

The City will allocate funds recently awarded through the Illinois Safe Routes to School (SRTS) Program to install the aforementioned sidewalk gap locations. Based on the planning and approval process associated with the SRTS Program, installation of sidewalk in the aforementioned gap

ATTACHMENT 4

Proposed New Sidewalk Construction – 2013 Annual New Sidewalk Program

June 15, 2012

Page 2 of 2

locations may be delayed until the 2014 construction season. As such, City staff has included the following contingency sidewalk gap locations in the 2013 Annual New Sidewalk Program.

- Melody Lane (east side), Hillside Road to Maple Lane
- Thornwood Drive (west side), Sunset Drive to Hillside Road
- Wright Street (east side), Woodlawn Avenue to Villa Avenue
- West Street (west side), Douglas Avenue to Spring Avenue
- Cottage Avenue (south side), Fremont Street to West Street
- Ellsworth Street (east side), Ogden Avenue to 216 E. Ogden Avenue
- Highland Avenue (north side), Wright Street to Columbia Street
- Wright Street (west side), 11th Avenue to 14th Avenue
- Washington Street (east side), Gartner Road to Pioneer Park
- Raymond Drive (west side), Diehl Road to Crystal Avenue
- Diehl Road (south side), Raymond Drive to Tellabs Traffic Signal
- Diehl Road (north side), west Tellabs Property Line to Nalco Traffic Signal

The Illinois Safe Routes to School Program sidewalk gap locations will be given first priority for installation during the 2013 construction season. The contingency sidewalk gap locations will be installed in 2013 if the SRTS Program planning and approval process results in extended delays. In the event the contingency sidewalk gap locations are not installed in 2013, these locations will be installed as part of the 2014 Annual New Sidewalk Program.

More information regarding the Annual New Sidewalk is available on the City's website, visit <http://www.naperville.il.us/newsidewalk.aspx>. If you have any questions regarding this recommendation, or would like to provide comment but cannot attend the TAB meeting, please contact me at (630) 305-5203 or via e-mail at marquezs@naperville.il.us. Thank you for your attention to this matter.

Sincerely,



Sean Marquez, PE

Project Engineer

City of Naperville Transportation, Engineering, and Development Business Group



Naperville

June 15, 2012

NAME
OR CURRENT PROPERTY OWNER
ADDRESS
CITY, STATE ZIP CODE

Re: Proposed New Sidewalk Construction – Melody Lane (east side of street)

Dear Resident/Current Property Owner,

The purpose of this letter is to inform you of the City's proposal to **install sidewalk in the public right-of-way on the east side of Melody Lane**, between Hillside Road and Maple Lane. In 2011, the City evaluated the potential for installation of sidewalk on the west side of Melody Lane as part of the 2012 Annual New Sidewalk Program. Although Melody Lane was not included in the 2012 Annual New Sidewalk Program, sidewalk on the east side of Melody Lane has been included as a contingency sidewalk gap location in the 2013 Annual New Sidewalk Program.

On Saturday, July 7, 2012, the proposed 2013 Annual New Sidewalk Program, including the contingency sidewalk gap locations, will be presented to the Transportation Advisory Board. The meeting begins at 8:00 a.m. in the City Council Chambers at the Municipal Center, located at 400 South Eagle Street. Public testimony regarding the proposed new sidewalk locations will be accepted during the meeting; written comments may also be submitted (see contact information at the end of this letter). Additional information regarding the 2013 Annual New Sidewalk Program is provided below.

Based on the City of Naperville Comprehensive Sidewalk Policy, sidewalk is proposed for installation during the 2013 construction season in the sidewalk gap locations listed below. These locations are proposed for the 2013 Annual New Sidewalk Program based on a number of factors, including: public safety, proximity to schools, connectivity to the existing pedestrian network, roadway classification, project coordination opportunities, and public input.

- Slight Street (west side), Loomis Street to Hillside Road
- Wellner Road (west side), Loomis Street to Slight Street
- Wehrli Drive (west side), Hillside Road to Wright Street
- View Court (north side), Wellner Road to Wehrli Drive
- Loomis Street (west side), Sunset Drive to Villa Avenue
- Wright Street (east side), Hillside Road to Wehrli Drive
- Woodlawn Avenue (north side), Wright Street to 125' east of Wright Street
- Webster Street (west side), 10th Avenue to 11th Avenue
- Webster Street (east side), 10th Avenue to Ogden Avenue

ATTACHMENT 5

Proposed New Sidewalk Construction – 2013 Annual New Sidewalk Program

June 15, 2012

Page 2 of 2

- Webster Street (west side), 14th Avenue to Bauer Road
- Wilson Avenue (south side), Laird Street to Douglas Avenue
- Laird Street (east side), Benton Avenue to Douglas Avenue

The City will allocate funds recently awarded through the Illinois Safe Routes to School (SRTS) Program to install the aforementioned sidewalk gap locations. Based on the planning and approval process associated with the SRTS Program, installation of sidewalk in the aforementioned gap locations may be delayed until the 2014 construction season. As such, City staff has included the following contingency sidewalk gap locations in the 2013 Annual New Sidewalk Program.

- **Melody Lane (east side), Hillside Road to Maple Lane**
- Thornwood Drive (west side), Sunset Drive to Hillside Road
- Wright Street (east side), Woodlawn Avenue to Villa Avenue
- West Street (west side), Douglas Avenue to Spring Avenue
- Cottage Avenue (south side), Fremont Street to West Street
- Ellsworth Street (east side), Ogden Avenue to 216 E. Ogden Avenue
- Highland Avenue (north side), Wright Street to Columbia Street
- Wright Street (west side), 11th Avenue to 14th Avenue
- Washington Street (east side), Gartner Road to Pioneer Park
- Raymond Drive (west side), Diehl Road to Crystal Avenue
- Diehl Road (south side), Raymond Drive to Tellabs Traffic Signal
- Diehl Road (north side), west Tellabs Property Line to Nalco Traffic Signal

The Illinois Safe Routes to School Program sidewalk gap locations will be given first priority for installation during the 2013 construction season. The contingency sidewalk gap locations will be installed in 2013 if the SRTS Program planning and approval process results in extended delays. In the event the contingency sidewalk gap locations are not installed in 2013, these locations will be installed as part of the 2014 Annual New Sidewalk Program.

More information regarding the Annual New Sidewalk is available on the City's website, visit <http://www.naperville.il.us/newsidewalk.aspx>. If you have any questions regarding this recommendation, or would like to provide comment but cannot attend the TAB meeting, please contact me at (630) 305-5203 or via e-mail at marquezs@naperville.il.us. Thank you for your attention to this matter.

Sincerely,



Sean Marquez, PE

Project Engineer

City of Naperville Transportation, Engineering, and Development Business Group

Fancler, Rory

From:
Sent: Friday, June 22, 2012 2:40 PM
To: Fancler, Rory
Cc: Marquez, Sean
Subject: RE: Naperville Heights Sidewalks

Dear Rory and Sean,

From your email it seems that once sidewalks are installed on the three blocks on Webster Street in your proposal for 2013 or 2014 (depending on the SRTS grant process), the sidewalk installation in Naperville Heights will be on hold until the City installs sidewalks in gap locations throughout the city where sidewalk is not currently present on the other side of the street. This means it could potentially be decades before we see sidewalk completion in our neighborhood. We have already been waiting for decades. We would like to continue the progress of sidewalk completion in Naperville Heights on a yearly basis as we have been doing for the past several years.

As you are well aware, we need sidewalks in Naperville Heights for the following reasons:

- *Our children are walkers to Mill St. Elementary School and need a safe continuous route to walk to and from school.
- *The sidewalks we have are sporadic not continuous on one side of the street. Zig-zagging back and forth across the streets to walk on a sidewalk creates potential dangers.
- *Demographics in our neighborhood are continuing to change and we have many young families with young children who are forced to walk, play and ride bikes in the streets.
- *We have an ongoing traffic problem in our neighborhood of drivers shortcutting the stoplight at Ogden and Washington Streets by speeding through our neighborhood, creating a serious hazard to all pedestrian activity in the streets.
- *We have limited streetlights and during the winter months it is difficult for motorists to see the children playing and pedestrians walking in the streets.

These situations in Naperville Heights are not news to you, TAB, or City Council. Please factor them into the City's Comprehensive Sidewalk Policy to complete sidewalks in Naperville Heights in the next few years. We will have representatives at the TAB meeting on 7/7 to ask the Board to provide more sidewalks to Naperville Heights in 2013 and to continue the process until our neighborhood is completed.

Thank you,

From: FanclerRo@naperville.il.us
To:
CC: MarquezS@naperville.il.us

Date: Wed, 20 Jun 2012 07:55:55 -0500
Subject: RE: Naperville Heights Sidewalks

Good Morning,

Thank you for your email. The staff recommendation is based upon the Comprehensive Sidewalk Policy established by the City Council. Through the Comprehensive Sidewalk Policy, the City's first priority is to provide sidewalk on at least one side of all local streets and on both sides of arterial roadways. Consistent with the City's established priorities, installation of the sidewalk gap locations recommended for the 2013 Annual New Sidewalk Program would result in sidewalk on at least one side of the street throughout the Naperville Heights neighborhood. While the sidewalk is not necessarily continuous on one side of the north-south streets between Ogden Avenue and Bauer Road, continuous sidewalk will be available on the east-west streets (e.g., 14th, 13th, 12th) after installation of sidewalk on 10th and 13th Avenues this summer (i.e., 2012 Annual New Sidewalk Program). With installation of the 2013 Annual New Sidewalk Program, an off-street pedestrian route would be available throughout the Naperville Heights neighborhood.

The total \$300,000 budget for the 2013 Annual New Sidewalk Program, including the \$250,000 SRTS Funding and the \$50,000 funded by the City, will be allocated to sidewalk installation in Naperville Heights, East Highlands, and Laird Woods – three neighborhoods with the highest concentration of sidewalk gaps. Students in each of these neighborhoods walk to Mill Elementary School, Highlands Elementary School and Naperville Elementary School, respectively. City staff plans to install sidewalk in these locations during the 2013 construction season; however, the Illinois Department of Transportation (IDOT) planning and approval process will be required due to the SRTS Funding. The City of Naperville does not control the IDOT process; and therefore, cannot guarantee these locations will be installed in Summer 2013. As such, staff has developed the list of contingency sidewalk gap locations based on the City's priority system. It should be noted that these locations are along street segments where sidewalk is not currently present on the opposite side of the street.

With installation of sidewalk on at least one side of **all local streets**, the City will double back to complete sidewalk installation on both sides of the street, consistent with your previous conversations with Sean. Moving forward, the Annual New Sidewalk Program will prioritize installation of sidewalk per the priority system established by the Comprehensive Sidewalk Policy. Through the Annual New Sidewalk Program, the City will install sidewalk in gap locations throughout the City where sidewalk is not currently present on the opposite side of the street. Sidewalk on both sides of every street is preferred, and will be achieved through the Annual New Sidewalk Program. In the meantime, the first priority is to make sure an off-street pedestrian route is available on each street throughout the City.

Staff maintains the recommendation for the 2013 Annual New Sidewalk Program; no changes will be made in advance of the Transportation Advisory Board. As you know, public testimony is welcomed at the TAB meeting on Saturday, July 7. Alternatively, written comments may be submitted to Sean Marquez or myself. A copy of all written comments will be provided to TAB in advance of their consideration of the 2013 Annual New Sidewalk Program.

Feel free to contact Sean or myself should you have any questions.

Rory

Rory Fancler, AICP, PTP
Project Manager
Transportation, Engineering, and Development
City of Naperville
400 South Eagle Street
Naperville, Illinois 60540
phone: (630) 305-3430

fax: (630) 305-5986
email: fanclerr@naperville.il.us



Please consider the environment before printing this e-mail.

Rory Fancler, AICP, PTP
Project Manager
Transportation, Engineering, and Development
City of Naperville
400 South Eagle Street
Naperville, Illinois 60540
phone: (630) 305-3430
fax: (630) 305-5986
email: fanclerr@naperville.il.us



Please consider the environment before printing this e-mail.

From:
Sent: Saturday, June 16, 2012 8:26 AM
To: Fancler, Rory
Cc: Marquez, Sean
Subject: RE: Naperville Heights Sidewalks

Dear Rory and Sean,

Thank you for keeping us informed as to your proposal for 2013 sidewalk placement. We were disappointed with the proposal because it has only 3 blocks of one side of one street in Naperville Heights in the original plan and nothing in the contingency plan.

While we understand that the City's Comprehensive Sidewalk Policy emphasizes providing a sidewalk on at least one side of each street, we need sidewalk completion in our neighborhood. This is especially true since the sidewalks in our neighborhood are not consistent on one side of the street. For example, for my family to walk to Mill St. Elementary School, we have to leave our house and cross Main Street in the middle of the block to walk on the sidewalk on the west side of Main Street to 11th Street. Then we must cross back to the east side of Main Street and continue north to 12th street where there is a sidewalk on the south side of the street. We can take that to the east side of Eagle Street and walk north to 13th street where we must cross to the west side of Eagle street to continue to the path to the school.

We appreciate that we have these sidewalks, but we need a sidewalk on both sides of every street in the neighborhood. As you are aware, our children are walkers to Mill St. Elementary School are not provided with transportation by the school district. We understood that this is exactly the scenario that the Safe Routes to School grant would be targeting, which is why we were so eager to help you obtain the grant. Can you tell us in your proposal, how much of that \$250,000 is going to sidewalks in neighborhoods that are not bussed that are direct paths to a school? We feel strongly that we should receive a larger portion of this grant money in Naperville Heights.

As far as the timeline of the grants arrival, it appears that if that is delayed to 2014, Naperville Heights will get no sidewalks in 2013. This is unacceptable. We have been cooperating with your office, attending TAB meetings and City Council meetings for years in an effort to provide sidewalks for our neighborhood to keep our children safe. It is frustrating that you would propose a plan that could skip our neighborhood entirely for a year.

In conversations I have had with Sean going years back, he was very clear that the plan for Naperville Heights is to complete one side of every street in the neighborhood **and then double back** to complete the other side of every street in the neighborhood. This explains why for the last several years all new construction homes have been forced to pour the useless patch of sidewalk that begins and ends at their property lines. We would like the proposal for 2013, in addition to these 3 blocks in your current proposal, to begin the process that was explained by Sean and start the second side of the streets. As has always been the case, we understand that your budget has to be divided among other neighborhoods, but starting the process with a few blocks on the second side of the street would be good progress in Naperville Heights.

Please let us know as soon as possible if you will be amending your proposal before the July 7th TAB meeting to include additional sidewalks in Naperville Heights in your original plan and in the contingency plan. Thank you for your attention to this.

Sincerely,

From: FancierRo@naperville.il.us
To:
CC: MarquezS@naperville.il.us
Date: Wed, 13 Jun 2012 16:15:02 -0500
Subject: RE: Naperville Heights Sidewalks

Good Afternoon,

As a follow-up to previous correspondence, please note that the Annual New Sidewalk Program is scheduled for the **July 7, 2012 Transportation Advisory Board (TAB) meeting**.

Based on the City of Naperville Comprehensive Sidewalk Policy, sidewalk is proposed for installation during the 2013 construction season in the sidewalk gap locations listed below.

- Sleight Street (west side), Loomis Street to Hillside Road
- Wellner Road (west side), Loomis Street to Sleight Street
- Wehrli Drive (west side), Hillside Road to Wright Street
- View Court (north side), Wellner Road to Wehrli Drive
- Loomis Street (west side), Sunset Drive to Villa Avenue
- Wright Street (east side), Hillside Road to Wehrli Drive
- Woodlawn Avenue (north side), Wright Street to 125' east of Wright Street
- Webster Street (west side), 10th Avenue to 11th Avenue
- Webster Street (east side), 10th Avenue to Ogden Avenue
- Webster Street (west side), 14th Avenue to Bauer Road
- Wilson Avenue (south side), Laird Street to Douglas Avenue
- Laird Street (east side), Benton Avenue to Douglas Avenue

The City will allocate funds recently awarded through the Illinois Safe Routes to School (SRTS) Program to install the aforementioned sidewalk gap locations, with an additional \$50,000 funded by the City (total budget: \$300,000). Please note that with installation of the aforementioned sidewalk gaps, sidewalk will be provided on at least one side of the streets in Naperville Heights, consistent with the policies established by the City's Comprehensive Sidewalk Policy.

While the SRTS Program sidewalk gap locations listed above will be given first priority for installation during the 2013 construction season, based on the planning and approval process associated with the SRTS Program, installation of sidewalk in the aforementioned gap locations may be delayed until the 2014 construction season. As such, City staff has included the following contingency sidewalk gap locations in the 2013 Annual New Sidewalk Program.

- Melody Lane (east side), Hillside Road to Maple Lane
- Thornwood Drive (west side), Sunset Drive to Hillside Road
- Wright Street (east side), Woodlawn Avenue to Villa Avenue
- West Street (west side), Douglas Avenue to Spring Avenue
- Cottage Avenue (south side), Fremont Street to West Street
- Ellsworth Street (east side), Ogden Avenue to 216 E. Ogden Avenue
- Highland Avenue (north side), Wright Street to Columbia Street
- Wright Street (west side), 11th Avenue to 14th Avenue
- Washington Street (east side), Gartner Road to Pioneer Park
- Raymond Drive (west side), Diehl Road to Crystal Avenue
- Diehl Road (south side), Raymond Drive to Tellabs Traffic Signal
- Diehl Road (north side), west Tellabs Property Line to Nalco Traffic Signal

The contingency sidewalk gap locations will be installed in 2013 if the SRTS Program planning and approval process results in extended delays. In the event the contingency sidewalk gap locations are not installed in 2013, these locations will be installed as part of the 2014 Annual New Sidewalk Program.

The proposed 2013 Annual New Sidewalk Program, including the contingency sidewalk gap locations, will be presented to TAB at their July 7, 2012 meeting. The meeting will begin at 8 a.m. in City Council Chambers at the Naperville Municipal Center (400 S. Eagle Street). As you know, public testimony may be provided during the meeting. For those who are not able to attend the meeting, written correspondence may be submitted to Sean (copied herein) or myself. A copy of all written correspondence will be provided to TAB, as well as to the City Council when they consider this matter (future meeting date to be determined). In advance of the TAB meeting, a copy of the agenda packet will be posted on the City's website (anticipated Thursday, June 28). [Click here](#) to download a copy of the agenda packet when it becomes available.

Thank you for your time and dedication to the Annual New Sidewalk Program. Please feel free to contact me should you have any questions in advance of the July 7, 2012 TAB meeting.

Rory

Rory Fancler, AICP, PTP
Project Manager
Transportation, Engineering, and Development
City of Naperville
400 South Eagle Street
Naperville, Illinois 60540
phone: (630) 305-3430
fax: (630) 305-5986
email: fanclerr@naperville.il.us

 Please consider the environment before printing this e-mail.

From:
Sent: Tuesday, May 08, 2012 8:36 AM
To: Marquez, Sean; Fancler, Rory
Cc:
Subject: Naperville Heights Sidewalks

Dear Sean and Rory,

I hope you're both doing well. In looking at my calendar, I see that the TAB meeting to discuss sidewalks is scheduled in a few weeks on June 02. I'm wondering what the proposal for 2013 will be in regard to Naperville Heights. We are hoping there will be a large number of sidewalks in our neighborhood in this proposal.

We are happy that you were awarded the Safe Routes to School grant for 2013 and are proud that the letter signed by so many residents from our neighborhood was included in your application. If you are applying for another grant, we would be happy to help again. Our students are walkers to Mill St. Elementary and we need sidewalks on both sides of every street in our neighborhood.

Please let us know what the proposal for TAB will be and also please confirm the June 02 date for the meeting.

Thanks for everything.

Sincerely,

Fancler, Rory

Subject: FW: sidewalks on melody ln

From: _____

Sent: Thursday, June 21, 2012 5:10 PM

To: Marquez, Sean

Subject: sidewalks on melody ln

hi sean:

my name is [REDACTED] and live at [REDACTED] melody lane.our entire block doesn't want sidewalks.people have been using the steet for walking and jogging and skating for as long as i have lived here[40 years.]we just defeated mcdonalds from taking over the citgo station so our block is not expecting any influx of new traffic.whats great about our block is that you dont come down here unless you live down here.so please use the money else where so that it does not go to waste.i will be out of state 7-7-12 otherwise i would be there.im sure some of my neighbors will be there and when they are you can read my email if it helps!!!thanks

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: June 15, 2012

TO: Douglas A. Krieger, City Manager
Marcie Schatz, Director – TED Business Group

THROUGH: Karyn Robles, AICP, Transportation and Planning Team Leader – TED Business Group

FROM: Rory Fancler, AICP, Project Manager – TED Business Group

SUBJECT: MM Item: Parking Management Application

PURPOSE:

The purpose of this memorandum is to provide the City Council with an update regarding the City's procurement of a Parking Management Application (PMA).

BACKGROUND:

In order to enhance the City's management of parking permits and provide improved customer service to Route 59 and Naperville Metra Station commuters and Central Business District (CBD) permit holders, the City is implementing a PMA. The Parking Management Application provides customers with the ability to manage their parking account online, in addition to providing an online module for City staff to more efficiently manage commuter parking waitlists and permits, as well as CBD parking permits. Specifically, the PMA will provide the following benefits, which are not available through the City's SunGard HTE Miscellaneous Receivables system currently used for the maintenance of parking permits and waitlists.

- Provides a convenient alternative to Naperville Municipal Center office hours by allowing commuters to apply for permits, pay quarterly fees, monitor permit waitlist status, update account information (e.g., change of address), and access account information online;
- Improves the City's communication with customers through email correspondence, online permit waitlist status inquires, and online account notifications;
- Enhances commuter parking permit issuance, billing and revenue collection processes through online correspondence and online bill payment options;
- Enhances the efficiency of refunds and enforcement of non-payments;
- Improves commuter parking permit waitlist management with opportunities to conduct waitlist audits through email correspondence; and
- Generates reports for analysis, problem resolution and overall efficiency.

In addition to the daily benefits associated with the PMA, this technology would support staff's ongoing efforts to enhance CBD and commuter parking management; increase commuter parking permit issuance; improve communication with customers; and identify new strategies to address commuter parking permit demand.

Parking Management Application

June 15, 2012

Page 2 of 2

INFORMATION:

In August 2011, the City of Naperville issued RFP 12-047 for the purpose of selecting a qualified and experienced vendor to implement a PMA. Statements of Qualifications from two vendors were reviewed, evaluated and scored by the selection committee, using the criteria and weights identified in the RFP. Interviews were conducted with each vendor and cost proposals were subsequently submitted and scored using the criteria and weights identified in the RFP.

Based on the quality-adjusted cost scoring process, staff is recommending award of RFP 12-047 Parking Management Application to iNet Inc./iParq DBA (“iParq”) for an implementation cost not to exceed \$18,700. Once implemented, the City will pay an ongoing monthly license/subscription fee of \$1,955 plus applicable transaction charges. The award is subject to City Manager approval. This project was included in the FY12-13 Burlington Fund budget. iParq possesses the professional skill and experience to implement a PMA for the City of Naperville, as is evidenced by their successful implementation of a similar application for the City of Aurora.

Staff anticipates a project kick-off meeting with iParq in the coming weeks. The Parking Management Application is anticipated to be implemented by Fall 2012. Staff will continue to update the City Council on the PMA through the Manager’s Memorandum.

RECOMMENDATION:

Include this report in the June 15, 2012 Manager’s Memorandum.

cc: Transportation Advisory Board

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: June 13, 2012
TO: Transportation Advisory Board
FROM: Karyn Robles, Transportation and Planning Team Leader
SUBJECT: Update on the Dissolution of the Bicycle and Pedestrian Advisory Commission

PURPOSE:

The purpose of this memorandum is to provide the Transportation Advisory Board with an update on the dissolution of the Bicycle and Pedestrian Advisory Committee.

INFORMATION:

At the June 5, 2012 meeting, the City Council voted to eliminate BPAC as a sub-committee to TAB. The Council also voted to recommend that the two current TAB vacancies be filled with current BPAC members. The Mayor will appoint the two new TAB members who should join the Board later this summer. Council also requested that the ordinance that establishes the role and purpose of the Transportation Advisory Board be updated to include representation from the bicycle and pedestrian population to ensure these issues continue to be addressed in the future.

Over the past two decades, bicycle and pedestrian issues have been more fully integrated into the City's planning and implementation efforts and standard business practices. This decision does not impact or reduce the amount of staff time spent on bicycle and pedestrian issues or cut back the number of bicycle and pedestrian projects we work on.

Following Council's decision, staff has begun working to outline our next steps to transition sole review of bike/ped issues to TAB. The vast majority of bicycle and pedestrian projects have been processed through TAB in the past, and this practice will continue going forward. In addition to formal agenda items, staff will provide updates on bicycle and pedestrian projects that are underway both through correspondence to TAB and also through verbal updates at the monthly TAB meetings.

Since TAB will be the sole board responsible for reviewing bicycle and pedestrian projects going forward, staff has begun preparing a collection of resource materials that may be useful to Board members when evaluating projects in the future. These materials will be available later this summer. Staff will then provide the Board with a brief presentation at a TAB meeting this fall that will provide an overview of the resources available and an overview of bicycle and pedestrian planning in Naperville.

RECOMMENDATION:

For information only.