



**DATE:** Tuesday, January 09, 2024

**TIME:** 12:30 PM

**PLACE:** 706 South Glover Avenue Urbana, IL 61802

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## **AGENDA**

**A. Call to Order and Roll Call**

**B. Approval of Minutes of Previous Meeting**

- [1.](#) September 5, 2023 Meeting Minutes

**C. Public Input**

- [1.](#) Request for Four Way Stop Control: Myra Ridge Drive and Trails Drive

**D. Unfinished Business**

**E. New Business**

- [1.](#) 2024 Meeting Calendar
2. Request for Four Way Stop Control: Myra Ridge Drive and Trails Drive

**F. Adjournment**

## **PUBLIC INPUT**

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public

Input will be taken in the following ways:

### **Email Input**

In order to be incorporated into the record, emailed public comments must be received prior to 5:00 pm on the day preceding the meeting and sent following email address: [jczeman@urbanaininois.us](mailto:jczeman@urbanaininois.us) .

The subject line of the email should include "PUBLIC INPUT", the board/commission name, and the meeting date. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted.

### **Written Input**

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

### **Verbal Input**

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable. Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken. The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only. In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

**Accommodation**

If an accommodation is needed to participate in a City meeting, please contact the City at least 48 hours in advance using one of the following methods:

Phone: 217.384.2455

Email: [hro@urbanaillinois.us](mailto:hro@urbanaillinois.us)



## CITY OF URBANA TRAFFIC COMMISSION

**DATE:** September 5, 2023  
**TIME:** 12:30 PM  
**PLACE:** 706 South Glover Avenue, Urbana, IL 61802

### UNAPPROVED MINUTES

**Members Present:** Chaundra Bishop, Richard Surles, John Zeman

**Members Absent:** none

**Others Present:** Wallace Arnold

#### A. Call to Order and Roll Call

Chaundra Bishop called the meeting to order at 12:30 pm. Roll call was taken. A Quorum of Members was present.

#### B. Approval of Minutes of Previous Meeting

##### 1. January 2023 Meeting Minutes

Rich Surles motioned to approve the minutes, Chaundra Bishop seconded. Motion approved with a unanimous voice vote.

#### C. Public Input

none

#### D. Unfinished Business

##### 1. Ordinance to Prohibit Parking in Bike Lanes

An ordinance has been drafted basically stating to not park in bike lanes. It was discussed to add an ordinance amendment to add a fine. The amount of the fine is unknown at this time.

Rich suggested having prohibited parking instead of restricted parking. Rich also suggested a tiered level of enforcement options. At a minimum, be able to write a parking ticket and be able to tow a vehicle. How to word this in the ordinance should be deferred to Dave Wesner, City Attorney.

Without this new ordinance, there would need to be posted signs in order to tow a vehicle that is parked in a bike lane.

It could be a few months for the ordinance draft to be completed and presented to City Council.

#### E. New Business

##### 1. Stop Signs and Parking Restrictions for Hillshire Drive and Melissa Lane

Hillshire Drive has been built out to Philo Road and Melissa Lane has been extended to Hillshire Drive. Several stop signs have been added in the subdivision: westbound Hillshire at Philo, southbound Melissa at Hillshire, southbound Deer Ridge at Hillshire, and eastbound Hillshire at Myra Ridge. "No Parking This Side of Street" signs have been placed on the south side of Hillshire Drive from Philo to Myra Ridge, the north side of Hillshire from Philo to Melissa, and the east side of Melissa Lane from Hillshire to Marc Trail.

John will need to draft ordinances to adjust traffic schedules. The signs were installed using the authority granted to the Chief of Police and City Engineer to make temporary regulations for period of up to ninety days.

Rich Surles motioned to send ordinances to City Council to add the previously discussed stop signs and parking restrictions for Hillshire Drive and Melissa Lane, Chaundra Bishop seconded. Motion approved with a unanimous voice vote.

**F. Adjournment**

The meeting adjourned at 12:46 p.m.

Request #	Street Name	Req. Details	Date	Email	X Street	Req. Name
22Dec01-00918	Trails	From Citizens' Voice 11/28/22 Submitted by Council Member Grace Wilken: My name is Robert Warner I live at 3113 South Myra ridge drive I was wondering about a stop sign 4 way at trails drive and Myra ridge drive it is getting a little out of hand there, What hours can I call ,my phone number 217 493 9396. Thanks	12/1/2022	rawarner.rw@gmail.com	Myra Ridge	Robert
23Nov15-01464	Trails	Four-way stop needed at intersection. "We that live in the South Ridge community feel it would be a tremendous safety improvement if we could have the intersection at Trails and Myra Ridge be a four-way stop."	11/15/2023	shad.barker@gmail.com	Myra Ridge	Shad Barker
23Nov28-01490	Myra Ridge	Requesting stop sign at intersection of S Myra Ridge and Trails Dr citing speeding vehicles on Trails Dr and lack of visibility from Myra Ridge due to tree.	11/28/2023	brashearcommonstreasurer@gmail.com	Trails	Jason Harden



## URBANA TRAFFIC COMMISSION MEETING CALENDAR

**Location:**     **Engineering Conference Room, Second Floor**  
                  **Urbana Public Works Department**  
                  **706 South Glover Avenue**  
                  **Urbana, Illinois 61802**

**Dates:**        **First Tuesday of each month**

### **2024**

01/09/2024 – 12:30 p.m. Special Meeting

02/06/2024 – 12:30 p.m. Regular Meeting

03/05/2024 – 12:30 p.m. Regular Meeting

04/02/2024 – 12:30 p.m. Regular Meeting

05/07/2024 – 12:30 p.m. Regular Meeting

06/04/2024 – 12:30 p.m. Regular Meeting

07/02/2024 – 12:30 p.m. Regular Meeting

08/06/2024 – 12:30 p.m. Regular Meeting

09/03/2024 – 12:30 p.m. Regular Meeting

10/01/2024 – 12:30 p.m. Regular Meeting

11/05/2024 – 12:30 p.m. Regular Meeting

12/03/2024 – 12:30 p.m. Regular Meeting