

Approved June 2, 2021

DATE: Wednesday, March 3, 2021
TIME: 4:00 P.M.
PLACE: Urbana Public Works Department, 706 South Glover Avenue

APPROVED MINUTES

MEMBERS PRESENT:

Erik Sacks, City Council Member, Ward 2, Chair
Rich Surles, Deputy Chief of Police
Shannon Beranek, Civil Engineer II

MEMBERS ABSENT:

None

OTHERS PRESENT:

Jason Liggett, UPTV

1. Call to Order

The meeting began at 4:00 p.m.

2. Approval of Minutes:

Richard Surles moved to approve the minutes of the February 5, 2020 meeting. Shannon Beranek seconded the motion.

A roll call vote was taken:

Beranek – aye Surles – aye Sacks – aye

The minutes for the February 5, 2020 meeting were unanimously approved.

Additions to the agenda:

There were no additions to the agenda.

3. Public Input

There was no public input.

4. Unfinished Business

There was no unfinished business.

5. New Business**A. Approval of the 2021 meeting calendar.**

Richard Surles moved to approve the 2021 meeting calendar. Shannon Beranek seconded the motion.

A roll call vote was taken:

1 Beranek – aye Surles – aye Sacks – aye

2

3 The 2021 meeting calendar was unanimously approved.

4

5 **B. Discussion of the installation of a 15-minute loading zone in the 800 block of**
6 **West Clark Street.**

7 Rich Surles moved for discussion and approval the installation of a 15-minute loading zone in the 800
8 block of West Clark Street. Shannon Beranek seconded the motion.

9

10 Shannon Beranek summarized the request from the developers of the Gather at the corner of Lincoln
11 Avenue and Clark Street. She said the developers had requested an on-street loading zone because it
12 would be easier than loading within the parking lot. She said that the location of the loading zone was
13 discussed and approved by public safety representatives, planners, and engineering staff during a
14 development review team (DRT) meeting. She explained that the developers would be responsible for
15 the creation of an offset parking space to accommodate shuttle users from the development. Shannon
16 Beranek stated that the loading space would not be solely for the development’s shuttle—any vehicle
17 could use the 15-minute loading zone. She added that within the location of the 30-foot loading zone,
18 no trees would be removed, the ramp would be ADA-compliant, and no streetlights would have to be
19 relocated. During the DRT meeting, police and fire expressed no concerns about the location of the
20 loading zone from a public safety perspective. She noted that Clark Street would be returned to its
21 former brick street status at the end of construction.

22

23 Shannon Beranek moved to install a 15-minute loading zone on the north side in the 800 block of West
24 Clark Street. Rich Surles seconded the motion.

25

26 A roll call vote was taken:

27 Beranek – aye Surles – aye Sacks – aye

28

29 The installation of a 15-minute loading zone in the 800 block of West Clark Street was unanimously
30 approved.

31

32 Shannon Beranek provided a summary of a future topic where parking will be removed along the south
33 side of the street and installed on the north side of the street during an experimental trial period.

34

35 **6. Adjournment**

36 With no other business at hand, the meeting adjourned at 4:12 p.m.

37

38 The next scheduled Traffic Commission meeting will be held on Wednesday, April 7, 2021, at 4:00 p.m.
39 at the Urbana Public Works Department, 706 Glover Avenue, second floor conference room.

40

41 Respectfully submitted,
42 Barbara Stiehl, Recording Secretary