# CITY COUNCIL WORK SESSION MINUTES

The City Council of the City of Raleigh met in a work session at 4:00 p.m. on Tuesday, June 14, 2016 in the Conference Room 305 of the Raleigh Municipal Building, Avery C. Upchurch Government Complex, 222 W. Hargett Street, Raleigh, North Carolina, with the following present.

Mayor Nancy McFarlane, Presiding
Councilor Kay C. Crowder, Mayor Pro Tem
Councilor Mary-Ann Baldwin
Councilor Corey D. Branch
Councilor David Cox
Councilor Bonner Gaylord (Absent and Excused)
Councilor Russ Stephenson
Councilor Dickie Thompson (Absent and Excused)

These are summary minutes unless otherwise indicated.

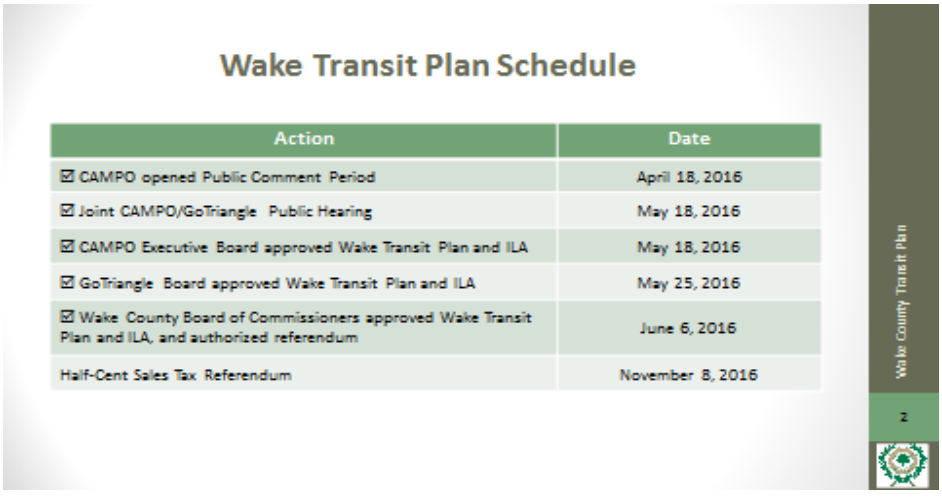
Mayor McFarlane called the meeting to order and indicated Mr. Gaylord and Mr. Thompson are absent and excused from today's meeting.

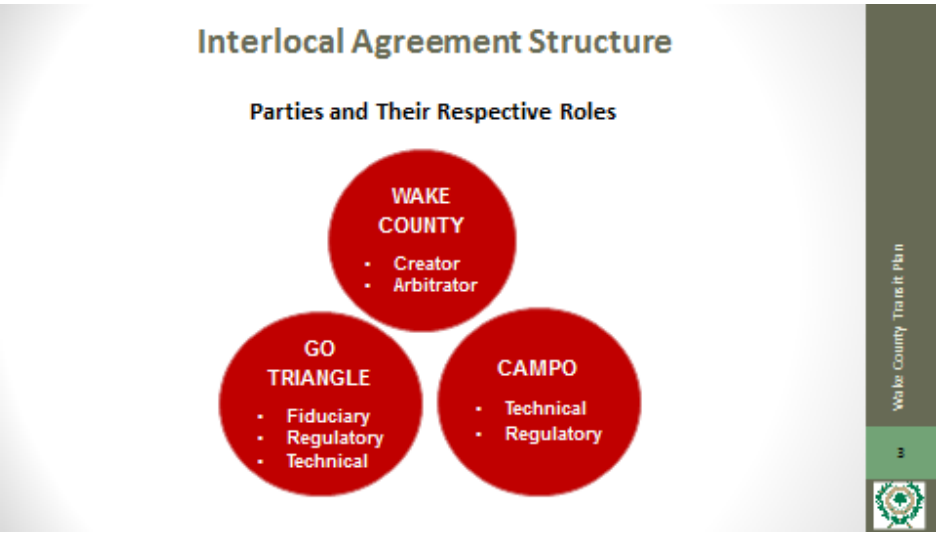
The following items were discussed.

## WAKE TRANSIT PLAN – TRANSIT GOVERNANCE INTERLOCAL AGREEMENT – INFORMATION RECEIVED

City Manager Ruffin Hall gave a brief overview indicating Wake County, CAMPO, and GoTriangle have discussed the Interlocal Agreement and that staff will present an update. He stated there is no decision required of the Council at this time.

Transit Administrator David Eatman presented the following information:






**Roles and Responsibilities (NCGS §105-508)**

- GoTriangle:
  - Administer/manage tax district finances
  - Enter into and enforce operating/capital agreements
  - Provide financial and project status reports
- CAMPO:
  - Coordinate, federal, state, and local transit funding sources with other funding sources consistent with federal planning processes
  - Enter into agreements to study/plan capital projects
  - Serve as coordinating agency between parties, NCDOT, FHWA, FTA
  - Coordinate approval of Work Plan documents with Executive Board
- Wake County:
  - Authorize a half-cent sales tax referendum
  - Call meeting of Conference Committee, if needed

**What Should Governance Accomplish?**

- Streamlined, transparent, impartial, and regionally representative governance structure with appropriate checks and balances
- Clear roles/responsibilities of agencies involved
- Budget autonomy
- Process to reconcile differences

**Technical Oversight and Decision-making**

Transit Planning Advisory Committee (TPAC): the TPAC shall be the body that coordinates planning and implementation aspects of the Wake County Transit Work Plan

and shall serve in a structured advisory role to the CAMPO Executive Board and GoTriangle Board of Trustees

**TPAC Roles & Responsibilities**

- Determine rules dictating the composition, organization, and function of the TPAC as well as the organization and staff resources needed to meet TPAC administrative needs
- Develop multi-year service implementation plan
- Recommend designation of project sponsors (agencies responsible for each capital and operating project)
- Develop public involvement strategy for work plan and other TPAC products (includes Title VI requirements)
- Develop multiyear vision plan
- Create templates containing minimum standards for project and financial reports for Wake Transit's Major Funds, others to follow (first version by October 1, 2016);
- Create a project prioritization policy that guides the development of the CIP, annual and long term operating programs
- Develop an articulated strategy for each implementation element or agreement, which shall include scope, geography, purpose and goals, processes for allowing amendments, and processes for addressing significant concerns. Very detailed strategies shall be developed for capital/infrastructure projects exceeding $1,000,000

**Initial Membership of TPAC**

| Organization | Voting Members* |
|---|---|
| Wake County** | 2 |
| GoTriangle** | 2 |
| CAMPO | 2 |
| City of Raleigh | 2 |
| Town of Cary | 2 |
| Town of Apex | 2 |
| Town of Fuquay-Varina | 1 |
| Town of Garner | 1 |
| Town of Holly Springs | 1 |
| Town of Knightdale | 1 |
| Town of Morrisville | 1 |
| Town of Rolesville | 1 |
| Town of Wake Forest | 1 |
| Town of Wendell | 1 |
| Town of Zebulon | 1 |
| NC State | 1 |

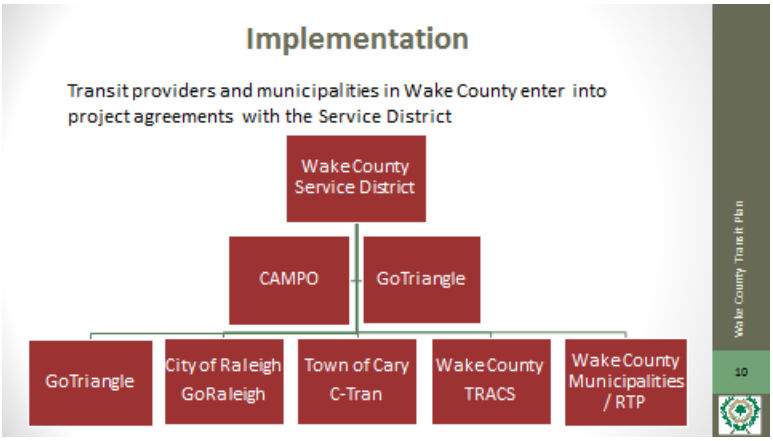
*Additional voting or non-voting members may be added by initial members.
**5 of the 6 members appointed by these parties = quorum.
Note: TPAC to develop method for weighted voting.
Staff members appointed by respective agencies.

**Dispute Resolution**

Conference Committee:

- 2 members from Wake BOCC
- 2 members from Wake CAMPO Executive Board
- 2 members from GoTriangle Board of Trustees
- +1 additional member

Committee is responsible for reconciling any differences between CAMPO Executive Board and GoTriangle Board of Trustees.

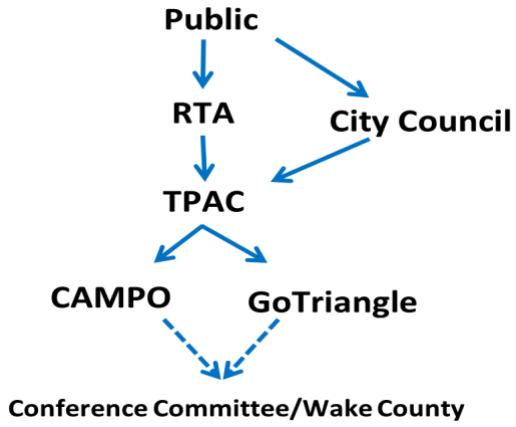



**CAMPO / GoTriangle Board Decisions**

- Developed by TPAC or Agency Delegated by TPAC (e.g., GoTriangle, CAMPO, etc.)
  - Annual Capital and Operating Budgets and Tax District Administration Budget
  - Multi-year Capital and Operating Programs Updated Annually
  - Annual Financial Model Updates and Update to Wake Transit Financial Plan
  - Capital and Operating Project Agreements
- Boards Consider and Take Action on items developed

**Local Implementation**

The local implementation process for "major service changes", recommendations to the TPAC for review and a concurrent vote by the MPO and GoTriangle




**Other Roles & Responsibilities**

Transit Service-Providing Municipalities

- Enter into operating/capital agreements
- Provide financial and project status reports
- Provide expanded transit services

Other Municipalities

- Participate in service studies and local infrastructure decisions
- Pay ½ of local circulator services, remaining ½ provided by the service district

**Yet To Be Determined**

- Staffing for TPAC's responsibilities – TPAC to determine
- Determination of maintenance of effort (supplantation?)
- Process for critical steps in project development for larger capital projects – TPAC to determine
- Additional governing agreements beyond the Interlocal Agreement

**Next Steps**

- TPAC's first meeting - June 20th
- Joint Procurement, Short Range Transit Implementation Plan
- If sales tax referendum is successful:
  - span and weekend service can increase in mid-CY2017
  - First major bus service improvements in FY2019

Mr. Eatman noted Research Triangle Park may have a voting member added to the TPAC in the future. He went on to talk about "weighted voting" stating the how the votes count may be based on ridership; however, the exact method has yet to be determined.

City Manager Hall indicated the 2 City of Raleigh appointees would be from the Transportation Director and the Transit Manager; however, since the Transportation Director position is yet to be filled, Assistant City Manager Tansy Hayward would fill that position in the interim.

Mr. Eatman indicated there will also be alternate members appointed for each voting entity.

In response to questions, Mr. Eatman stated a 15-day notice must be given to convene the Dispute Conference Committee; however, the issue must be of "major concern" to convene the Committee.

Mr. Branch expressed concern that 2 of the Conference Committee members may have an issue, and that would leave only 3 Committee members to vote on the matter and stated there might as well be have the 3 County commissioners resolve the issue with Mr. Eatman pointing out the Committee makeup came from Wake County and stated staff will follow up on how the Committee will be structured.

Mr. Branch questioned whether the majority of the monies that come in on GoRaleigh's behalf would be shared among the other entities with Mr. Eatman responding it would not necessarily be so in that the funds would be a defined revenue line item and would go with a defined service district.

Mr. Branch noted bus advertising revenues to the City's general fund and questioned how this and the City's sales tax revenues would be affected to help cover costs with Mr. Eatman indicating the first round of the Interlocal Agreement is set to be implemented by October 2016 and that drafts of the Agreement will be developed over the next few weeks.

Mr. Stephenson stated he wanted the City Council to have autonomy regarding transit issues within its borders.

Transportation Manager Eric Lamb talked about how transit projects would be implemented through the various agencies with Mr. Stephenson reiterating his desire to have the City Council retain autonomy for the general range of services within its borders and Mr. Eatman indicating the City Council will have some influence, and may have even more if the weighted voting is based on the percent of total ridership.

Mr. Stephenson questioned whether the City Council would know how much authority it retains before the Referendum in November with the City Manager pointing out the purpose of today's meeting is to obtain feedback from the City Council before the first TPAC meeting is held.

Mr. Cox questioned whether the referendum implementation would be based on Wake County transit plan with Mr. Eatman responding in the affirmative. Mr. Cox expressed concern the City

would have input into the work plan, but will not have the authority to spend transit funds as it needs with Mr. Eatman noting the City Council can still direct items to the Raleigh Transit Authority or TPAC.

Mr. Branch questioned if the City wanted to add a route and TPAC, CAMPO, and GoTriangle say "no", could the City still add the route with Mr. Eatman responding if the route is wholly-funded by the City, yes, and indicated it is allowed under the proposed Interlocal Agreement. Mr. Lamb pointed out if the proposed route involves a regional area, then the regional process would come into play.

Ms. Baldwin talked about interconnectivity issues among the various agencies as well as previous City Council discussions regarding the proposed Transit Plan with Mr. Cox indicating he understood the need for an over-arching authority for regional transit; however, he prefers more local authority within local borders to specify funds for projects within the city's borders.

Discussion took place regarding potential regional impact of local transit projects as well as the relationship among the various governing entities with Mr. Eatman noting the city does have the authority to veto any proposed route through the Raleigh Transit Authority.

Further discussion took place regarding how transit funds may be spent on a regional basis with Mr. Stephenson questioning how the Wake program would differ from Durham County's or Orange County's plans with Mr. Eatman responding neither Durham nor Orange County's plans provide as much local input as will Wake County's plan.

Mr. Eatman talked about the next steps to the Transit Plan implementation noting there was a 12 to 18 month delay in obtaining new buses. In response to questions, he stated it takes about 4 to 5 months to receive funds to implement and expand service times and weekend service with the goal of developing full 7-day service to the City and include greater service during peak hours as well as an expanded ADA coverage area.

Mr. Cox requested an explanation of the public outreach strategy and an estimate of the costs involved with Mr. Eatman indicating the costs are yet to be determined and that public participation is being solicited through ads on busses, and went on to talk about efforts to meet Federal Title VI regulations. Mr. Cox questioned when the funding amount would be determined with Mr. Eatman responding funding would be determined early during the implementation process.

The information was received.

**Councilor Crowder left the meeting at 5:00 p.m.**

**R-LINE STUDY – UPDATE – INFORMATION RECEIVED**

City Manager Ruffin Hall suggested the Council consider a timeline on implementation for the R-Line improvements; however, today's presentation is for information purposes and that there is no action required at this time.

Transportation Manager Eric Lamb stated Jarred Walker was brought on staff to conduct the R-Line study and went on to present the following information:

**Downtown Raleigh R-Line Analysis**

**Study Background**

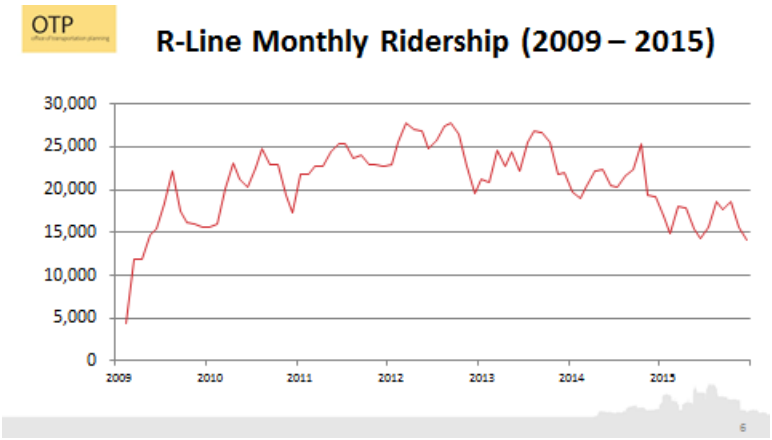
- Downtown at a critical moment
- Downtown Plan
- Raleigh Union Station
- GoRaleigh Station upgrade
- Wake Transit Plan
- City Council asked for review of the service by Jarrett Walker + Associates
- Purpose was to evaluate existing service and investigate possible alternatives

**Purpose of Downtown Circulators**

- Improve transit access by facilitating very short trips within downtowns and offering convenient connections to other locations
- Promote economic development by providing frequent service to important destinations

**By the Numbers**

- 197,499 annual riders (2015)
- 825 average daily boardings (2015)
- $923,775 annual operating cost (2015)
- 12,403 annual revenue hours of service (2015)
- $74.50 operating cost per revenue hour
- $256,600 operating cost per mile of route
- 52% of trips occur between 10 am and 5 pm




**Existing Service**

3.6-mile all-day frequent circulator

PROS:

- Branded as premium experience
- Easily identifiable
- Simpler to navigate downtown than GoRaleigh
- Frequent, all-day service

CONS:

- One-way loop can be more complicated than walking
- Alignment changes after 6:30pm
- Branding can imply other services are sub-premium

**Challenges with One-Way Loops**

- Often not time-competitive with walking in at least one direction
- 24% riders do not typically make return trip*

  * Source: 2014 R-Line On-Board Survey

**Fare-Free Policy**

PROS:

- Lower direct cost of travel
- Passenger convenience
- Quicker boardings

CONS:

- Foregone revenues
- Many people believe transit should be operated at some cost to the rider

**What if fare was $1.00?**

- 34% of riders would not be willing to pay $1.00*
- Up to 1/3 of ridership lost
- $500 new fare revenue daily ($180k/year)
- 16% farebox recovery

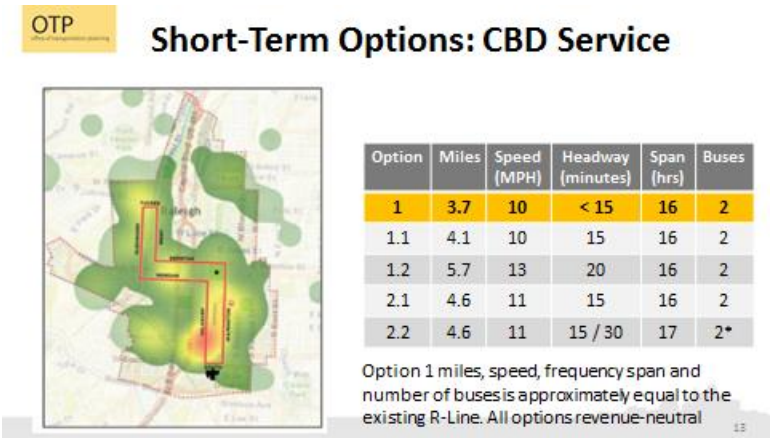
  * Source: 2014 R-Line On-Board Survey

**Wake Transit Plan and the R-Line**

- The R-Line is insulated from the plan both financially and operationally
- Service not part of Wake Transit Financial Plan, will remain exclusively funded and operated by the City
- Downtown routes will likely be consolidated onto key trunk lines

**Wake Transit Plan Considerations**

- Impact potential service changes may have on referendum
- Downtown routing unknown; may or may not have impact on R-Line
- Relative timing of implementation




| Option | Miles | Speed (MPH) | Headway (minutes) | Span (hrs) | Buses |
|---|---|---|---|---|---|
| 1 | 3.7 | 10 | < 15 | 16 | 2 |
| 1.1 | 4.1 | 10 | 15 | 16 | 2 |
| 1.2 | 5.7 | 13 | 20 | 16 | 2 |
| 2.1 | 4.6 | 11 | 15 | 16 | 2 |
| 2.2 | 4.6 | 11 | 15 / 30 | 17 | 2* |

OTP

## Option 1.1: Include Seaboard Station




| Option | Miles | Speed (MPH) | Headway (minutes) | Span (hrs) | Buses |
|---|---|---|---|---|---|
| 1 | 3.7 | 10 | < 15 | 16 | 2 |
| **1.1** | **4.1** | **10** | **15** | **16** | **2** |
| 1.2 | 5.7 | 13 | 20 | 16 | 2 |
| 2.1 | 4.6 | 11 | 15 | 16 | 2 |
| 2.2 | 4.6 | 11 | 15 / 30 | 17 | 2* |

14

OTP

## Option 1.2: Include Cameron Village




| Option | Miles | Speed (MPH) | Headway (minutes) | Span (hrs) | Buses |
|---|---|---|---|---|---|
| 1 | 3.7 | 10 | < 15 | 16 | 2 |
| 1.1 | 4.1 | 10 | 15 | 16 | 2 |
| **1.2** | **5.7** | **13** | **20** | **16** | **2** |
| 2.1 | 4.6 | 11 | 15 | 16 | 2 |
| 2.2 | 4.6 | 11 | 15 / 30 | 17 | 2* |

15

**Long-Term: Options 2.1 & 2.2**

- Assumes:
  - Wake Transit Plan implementation re-configures Downtown alignments
  - Mobility and economic development goals of circulator satisfied by local and BRT services
  - Create a new frequent local route between Downtown and NCSU

OTP

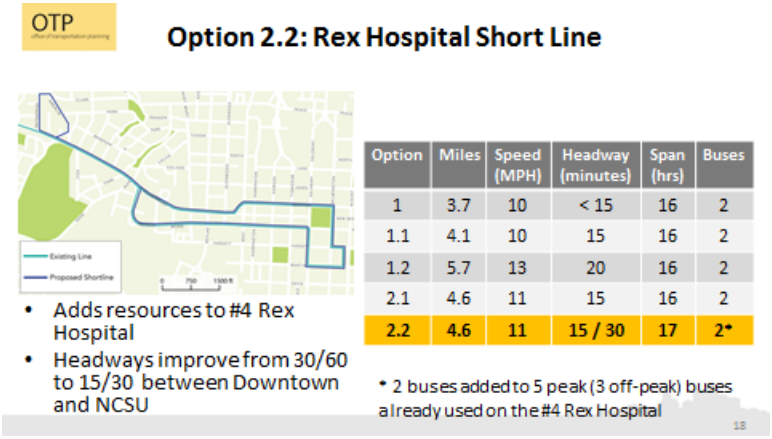
## Option 2.1: New Route on Hillsborough Street




- New dedicated frequent route
- Same headway and span as existing R-Line

| Option | Miles | Speed (MPH) | Headway (minutes) | Span (hrs) | Buses |
|---|---|---|---|---|---|
| 1 | 3.7 | 10 | < 15 | 16 | 2 |
| 1.1 | 4.1 | 10 | 15 | 16 | 2 |
| 1.2 | 5.7 | 13 | 20 | 16 | 2 |
| **2.1** | **4.6** | **11** | **15** | **16** | **2** |
| 2.2 | 4.6 | 11 | 15 / 30 | 17 | 2* |

17




**Summary**

- Opportunity exists to make significant operational changes to the R-Line
- City may want to refrain from making any changes to route or fare policy until after the November transit referendum
- Options provided are illustrative and would still require additional Title VI Equity Analysis

Discussion took place regarding how GoRaleigh runs on a service coverage basis as well as popular boarding and alighting stops along the R-Line.

Ms. Baldwin questioned which busses currently serve Cameron Village and Mr. Lamb responding Routes 12 and 16 serve Cameron Village. Discussion took place regarding how possible R-Line route changes may affect Routes 12 and 16 revenues with Mr. Lamb pointing out all proposed options are revenue-neutral and indicated Option 2.2 would overlap only a portion of Route 4 that also serves Cameron Village.

Mr. Cox noted current maximum monthly ridership on the R-Line is approximately 25,000 passengers and questioned the possible maxim increase with the route improvements with Mr. Lamb responding staff was not able to forecast the increased ridership at this time. Mr. Cox questioned the current ridership with Transit Administrator David Eatman responding current ridership is approximately 25 passengers on the bus per hour.

Ms. Baldwin questioned whether staff discussed possible R-Line changes with the Convention and Visitors Bureau and the Downtown Raleigh Alliance with Mr. Lamb responding in the affirmative adding staff sought input from both parties.

Possible R-Line cost share arrangements with the Cameron Village were discussed briefly with Mr. Stephenson talking about past discussions with Cameron Village's owner, Regency Centers, regarding a cost share arrangement and indicated Regency Centers is interested in bus service

between Cameron Village and downtown to help alleviate parking problems in Cameron Village.

Discussion took place regarding which of the proposed options would be most beneficial to Cameron Village with Mr. Lamb pointing out the downside of Option 1.2 is that it is the longest route and therefore the most difficult to maintain trip intervals. Additional took place regarding the various option merits and detractions with Mr. Lamb noting both Cameron Village and North Hills desire dedicated service to their locations.

Mayor McFarlane indicated the purpose of the proposed route improvements is to spur economic growth with City Manager Hall noting Council has the option to do nothing and wait to see how the Wake Transit Plan is implemented.

Ms. Baldwin talked about the City of San Diego's program noted when the R-Line started in 2009 it was with the purpose of transporting convention attendees to the Glenwood South neighborhood and noted Downtown has changed since that time.

Discussion took place regarding linking Raleigh Union Station to the Moore Square Station with Ms. Baldwin suggesting the Council revisit this discussion in January 2017.

The information was received with the understanding staff will present a follow up report in January 2017.

**NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM POLICY UPDATE – INFORMATION RECEIVED**

City Manager Ruffin Hall talked about previous discussions on this item noting there were lots of valid perspectives on all sides of the issue. He stated staff would like feedback on how to process the information to be presented today and noted the current program is in place and that there are traffic calming projects currently underway.

Traffic Engineer Jed Niffenegger presented the following information:

**Neighborhood Traffic**
**Management Program (NTMP)**

The Neighborhood Traffic Management Program (NTMP) is a comprehensive citizen driven traffic calming program adopted in 2009. It was developed to provide citizens several options that could improve their quality of life by mitigating problems associated with cut through traffic and/or poor speed compliance. The four main components of the program are;

1. Speed Limit Reduction
2. Multi-way Stop
3. Traffic Calming Projects (minor)

4. Neighborhood Streetscape Projects (major).

**Background**

- September 2014 - A potential traffic calming project on Laurel Hills Road, resulted in a petition of Citizens to City Council regarding concerns about a project and the program policy.
- November 2014 - Staff sent proposed yearly changes of the NTMP policy to Council. Since some of the proposed changes overlapped with citizen concerns in the petition of Citizens, Council sent the item to the Public Works Committee (PWC).
- November 2014 - The proposed changes were heard at the PWC. Concerns regarding key component of the program were raised. Therefore staff elected to conduct a peer review of other municipalities and jurisdiction's traffic calming programs in order to find the best practices and possible ways to restructure the NTMP. In addition to the peer review, staff conducted an online survey. The survey provided resident input and feedback on the City's program.
- November 2015 - staff went back before the PWC to present proposed changes to the NTMP. PWC went over the proposals and gave staff direction on which changes to implement. PWC reported item out of committee with the recommendations staff rewrite the policy including the changes from the PWC and present the updated policy to the full Council.
- November 2015 - City Council approved the PWC recommendation.

**PWC Changes**

1. Traffic Calming Evaluations/Scoring
2. Project Lists
3. Introduction/notification
4. Citizen Approval Process
5. Treatment Removal Policy (New)
6. Fire Department Review (New)

**Evaluation/Scoring Changes**

Existing:

- Each criterion and total score has a maximum point limit.
- Speed 50 pts
- Volume 10 pts
- Crash History 10 pts
- Pedestrian Generators 20 pts
- Other Factors 10 pts
- Total Score 100 pts

Proposed:

- Elimination of limits on all criteria. This allows streets with excessive speeds, speed related crashes, pedestrian generators, etc. to show a more accurate indication of potential issues

**Evaluation/Scoring Changes - Speed**

Existing:

- 5 points per mph above 35mph at the highest 85th% speed study, at any location along the street.

| 85th% Speed | Posted @ 25 mph | Posted @ 30 mph | Posted @ 35mph |
|---|---|---|---|
| **28** mph | 0 | **0** | **0** |
| **31** mph | **0** | **0** | **0** |
| **34** mph | **0** | **0** | **0** |
| **37** mph | **10** points | **10** points | **10** points |
| **40** mph | **25** points | **25** points | **25** points |
| **43** mph | **40** points | **40** points | **40** points |

Proposed:

- Average all the 85th% speed studies along the street and measure against the posted speed limit. Points are dependent upon the speed limit.

| 85th% Speed | Posted @ 25 mph | Posted @ 30 mph | Posted @ 35mph |
|---|---|---|---|
| **28** mph | **3** points | **0** | **0** |
| **31** mph | **7** points | **2** points | **0** |
| **34** mph | **13** points | **8** points | **0** |
| **37** mph | **25** points | **20** points | **10** points |
| **40** mph | **40** points | **35** points | **25** points |
| **43** mph | **55** points | **50** points | **40** points |

**Evaluation/Scoring Changes -Volume**

Existing:

- Volume is measures the highest two-way traffic at any one location on any one day. Points earned are 1 point per 1,000 vehicles

| Volume | Points |
|---|---|
| 1000 | 1 |
| 2000 | 2 |
| 3000 | 3 |
| 4000 | 4 |

Proposed:

- Volume is the average two-way traffic over multiple locations for the entire study period. Points earned are 1 point for every 250 vehicles.

| Volume | Points |
|---|---|
| 1000 | 4 |
| 2000 | 8 |
| 3000 | 12 |
| 4000 | 16 |

**Evaluation/Scoring Changes - Crashes, Pedestrian Generators & Roadway Conditions**

- Crashes – points per speed related crash was increased. Points per incident increased from 2 to 5
- Pedestrian Generators – This category was further defined and expanded to account for partial sidewalk networks. Each Pedestrian generator would receive 5 points and a partial sidewalk network would receive 2.5 points.
- Roadway Conditions – This category was further defined for grades and horizontal curves. The prior iteration was vague and left too much up for interpretation.

**Project List Changes**

Existing:

- Streets stay on either project list indefinitely.
- Minimum qualifying score for each list is 30 points.
- Daily volumes must be between 600 and 10,000 vehicles per day.

Proposed:

- Streets stay on either project list for a maximum of 5 years.
- Both project lists reviewed by Raleigh Fire Department (RFD) prior to Council approval.
- Average volumes must be between 500 and 6,000 vehicles per day.

**Potential Area of Stakeholder Concern**

The petition or stakeholder approval process for a potential traffic calming project was, is, and will continue to be a point of concern as long as the program is citizen driven. Achieving a consensus between people residing on the street and those that need to use it may not always be possible.

The PWC adopted a two tier approach to help ensure projects demonstrated overwhelming support. The two tier approval process keeps the original petition which is only valid for those residing on the street and adds a ballot for the greater neighborhood after.

**Notification and Approval Process**

Existing:

- Street Petition only

Proposed:

- Step One - Street Petition
- Step Two - Neighborhood Ballot

**Additional Direction and Confirmation**

At the PWC there were some items discussed that did not result in changes to the policy or provide administrative direction to staff. These areas are:

1. Verification of petitions and signatures – This subject generated a large amount of citizen input. PWC found it impractical to have staff validate signatures. This item may come up again since the petition was kept.
2. Clarification of ballot recipients – There was significant public feedback on how multi-family dwellings, apartment buildings, vacant lots, open space, etc. should be counted and handled.
3. Qualifying scores for a project list – Concern was raised about the size of both minor and major lists. Discussion was had about raising the minimum qualifying score. A score higher than the current one would reduce the project lists.
4. Integration – How to handle integration of existing streets

**Moving Forward**

Staff has a new NTMP policy that has been reformatted and includes the PWC changes. City Council may consider multiple next steps, some of which include:

1. Adopt policy at future meeting
2. Provide direction for changes or further study prior to adoption
3. Send to committee

Mr. Branch requested clarification that projects would be scored without caps under the proposed changes with Mr. Niffenegger responding indicating that is correct and went on to note that no other City used daily volumes of up to 10,000 vehicles, so staff lowered the volume requirement.

Discussion took place regarding Raleigh Fire Department revaluation of potential projects with regard to response time with Mr. Branch questioning if Council would be informed if the Fire Department denies a project, and also questioned how response times were gauged per national standards and Mr. Stephenson expressing concern that faster response times would result in streets allowing for higher speeds and noting the majority of Fire Department responses are for car crashes.

Discussion took place regarding the merits of using speed bumps and their impact on Fire Department response times. The discussion also included the pros and cons to a 2-tiered project approval system as well as the number of existing projects that may be affected by the proposed changes to the evaluation system.

Mayor McFarlane talked about issues with the Currituck and Laurel Hills projects and the possible choices over service level options available noting the greatest neighborhood turnout has been when a project design is presented. She expressed concern that those property owners most impacted by the project may be lost in the greater scheme of the project design due to greater impact from the surrounding area.

Stephen Dean indicated he is a resident of Laurel Hills and talked about problems with the petition process in that petition language is too vague and may be misleading with regard to the project. He expressed his belief there should be more detailed information about the proposed project on the petition, and expressed concern with the process' lack of transparency up front.

Ms. Baldwin questioned whether the neighborhood meeting is held before the petition is circulated with Mr. Niffenegger responding in the affirmative.

Traffic Engineer Tom Fiorello outlined the process for potential traffic calming project neighborhoods including petition, time period for submitting petition, percent of property owners required on petition for project to move ahead, etc.

Ms. Baldwin questioned whether samples of completed projects were presented to at the neighborhood meetings with Mr. Fiorello responding that is being done now; however, in the beginning there were no completed projects available.

Discussion took place regarding having proposed project information available on the petition or in a brochure with Ms. Baldwin expressing concern there is some sort of disconnect with the process and expressed her willingness to take the item into the Transportation and Transit Committee for further discussion.

Mr. Branch expressed concern regarding how traffic calming requests are generated.

Mr. Cox expressed curiosity about the effectiveness of various traffic calming treatments and questioned whether other traffic calming techniques are available.

Mr. Branch indicated he would like to see how the community is brought in to the project evaluation process.

Brief discussion took place regarding the use of cameras and radar to enforce speed limits.

Mr. Dean expressed his concern regarding the notification process stating there is not enough time given between notification and the ability to generate a response. He stated he wanted the residents to have greater opportunity to work directly with staff on this issue.

**Adjournment**. There being no further business, Mayor McFarlane announced the meeting adjourned at 6:00 p.m.

Ralph L. Puccini
Assistant Deputy Clerk