

**Minutes of Meeting
MULTI-USE TRAILS JURISDICTIONS COMMITTEE
July 20, 2016**

ATTENDANCE

Committee Members

<input checked="" type="checkbox"/>	Elliott McKinley, Chair	Springfield Park District
<input checked="" type="checkbox"/>	Lori Williams	City of Springfield
<input checked="" type="checkbox"/>	Brian Wright	Sangamon County Highway Department
<input checked="" type="checkbox"/>	Joe Hill	Village of Rochester
<input checked="" type="checkbox"/>	Andrew Werner	Illinois Department of Transportation – District 6
<input checked="" type="checkbox"/>	Pat McCarthy	Village of Chatham

Staff

Linda Wheeland – Springfield-Sangamon County Regional Planning Commission
Neha Soni – Springfield-Sangamon County Regional Planning Commission

Others

Bill Donels – Springfield Bicycle Club
Chris Isbell - Illinois Department of Transportation – District 6

I. CALL TO ORDER

Chairman Elliott McKinley called the meeting of the Multi-Use Trails Jurisdictions Committee to order at 10:30 AM.

II. APPROVAL OF 6/15/2016 MEETING MINUTES

Chairman Elliott McKinley asked if there were any additions or corrections to the minutes of the June 15, Multi-Use Trails Jurisdictions Committee meeting. Hearing none, the minutes were approved.

III. EMERGENCY RESPONSE AND SPONSORSHIP SIGNAGE

A. Budget

Linda reported a draft budget had been prepared for both the emergency response and sponsorship signage based on the cost figures for various types of signs and posts provided by Brian Wright. Brian further explained the cost for the signage. The cost was calculated by multiplying the required square feet and the labor charge for making the signage. The signs are made of metal and are single faced.

The sponsorship signs would include the name of the trail and the sponsors. These would be made before announcing the sponsorship opportunities. Brian explained that the sponsorship signs would be 18"x36" and there would be two posts for each sign.

Linda explained that the estimated budget would give a general idea of the cost of the signs. The signs would be produced through an outside contract. Sponsorship money could be used towards producing the signs. Joe Hill requested a Taft Drive street sign be added to the budget. Brian noted that the Adopt-A-Trail signs would need two posts. Planning Commission Staff would make these changes to the budget and send out to committee members within a few days.

B. Moving Forward with Obtaining Signage

Elliott McKinley indicated that mileage markers and the way finding signs would be urgent for installation due to 9-1-1 emergency purposes. Pat McCarthy reported the Village of Chatham would have the money and the budget for installing the signs in their jurisdiction. Elliott McKinley would check with the Park District Maintenance committee budget for covering the cost of signs. Linda suggested an option of spending up front and later reimbursing the cost through sponsorship money. Joe Hill would check with the Village of Rochester for covering the cost of sign installation in their jurisdiction.

Elliott McKinley asked about ideas on marketing and sponsorship outreach for promoting the trail use. Linda noted that at the last meeting members talked about putting out a press release and that would require all jurisdiction members to be on the board. The thought was to put signs out on the trails before seeking sponsorships.

Committee members discussed the locations of the signs on the trails at various cross sections with the streets. Linda suggested that she would go out to the trails to check the sign locations needed at the crossing of the trails with the streets. Brian would review the details of the signs needed for the Sangamon Valley Trail. Joe Hill suggested adding signs at the crossings in the Rochester. Linda would make the changes. Committee members would check with their respective boards for the sponsorships.

Committee members would check with their boards for approval of the Adopt-A-Trail waiver.

IV. TRAILHEADS, ACCESS POINTS, AND AMENITIES PLAN

A. Discussion to Finalize Plan

Linda asked committee members for their comments on the plan. Linda reported that the proposed Piper Glen Access on the Interurban Trail had been constructed and the status in the plan was changed to existing. Lori reported the change in status of Harrison Park access point on the Sangamon Valley Trail. CWLP has made the access official and it has been paved and being used by public. Linda reported adding a proposed water fountain near the Parking lot south of Walnut Street in Chatham. Pat McCarthy reported tables and a picnic shelter would be nice as well. It could become an area for lunch break for people. This could be sponsored.

Linda would make the changes and send the plan to Committee members for review.

V. COMMITTEE MEMBERS UPDATES

There were no committee members updates.

VI. PUBLIC COMMENTS

Bill Donels suggested adding information on sponsorships in the Chamber of Commerce weekly or monthly newsletters.

VII. NEW BUSINESS

A. The Multi-use Trail Brochure

Neha showed the updated trail brochure with the addition of an icy bridge caution sign logo along with the note. The brochure was approved by the members. Copies were requested by Elliott, Pat, and Joe.

B. Next Meeting Date – Wednesday, August 17th at 10:30 AM

VIII. ADJOURNMENT

There being no further business, Chairman Elliott McKinley called to adjourn at 11:15 AM.

Respectfully submitted,

Neha Soni
Recording Secretary