

Minutes of Meeting
MULTI-USE TRAILS JURISDICTIONS COMMITTEE
November 18, 2015

ATTENDANCE

Committee Members

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

Staff

Linda Wheeland – Springfield-Sangamon County Regional Planning Commission

Neha Soni – Springfield-Sangamon County Regional Planning Commission

I. CALL TO ORDER

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

II. INTRODUCTIONS

The Chairman asked committee members and others in attendance to introduce themselves.

III. APPROVAL OF 10/27/2015 MINUTES

Chairman Elliott McKinley asked if there were any additions or corrections to the minutes of the October 27, Multi-Use Trails Jurisdictions Committee meeting. Hearing none, the minutes were approved.

IV. 9-1-1 ADDRESSING PLAN

The revised 9-1-1 Addressing Draft Plan, re-titled Emergency Response Support Signage on Multi-Use Trails Plan and prepared by Planning Commission staff based on comments at the previous MUTJC meeting, was discussed. Lori suggested changing the color for the Wabash Trail logo from white to black because that could help keep the text color white consistent for all trail signs against the assigned base color of the trail. It was decided that the mileage markers would be one sign including the color-coded trail logo and mileage, consistent with the rest area mileage markers.

Linda noted that the plan includes the trail zero marker location. Signs for the two connector trails, the one between Stuart Park and the Sangamon Valley Trail and the other between Ash Street and Stanford Avenue can have a sign identifying the trail, but would not need mileage markers because of their short length. Sidepaths, such as along the south side of Ash Street east of Taylor Avenue, will not have the signs or the mile markers as being along a street the house numbers can be used to locate oneself.

Linda will make the changes and will then send the Plan to 9-1-1 to get their opinion. If approved by that office, the Plan will be sent to committee members who can then present it to their respective boards for adoption. Linda explained that this plan could be used to do a joint grant application for signage once adopted by communities as their official plan. Elliott asked for the plan to also be sent out to Sherman and Williamsville since they are in the process of creating a multi-use trail between their communities.

V. ADVERTISING ON TRAILS

Linda explained the draft policy document put together about advertising on trails based on discussion at the previous meeting. References have been drawn from FHWA guidelines provided by FHWA and IDOT at the last meeting. Regarding the signage restrictions, committee members agreed that advertising signs would not be allowed anywhere on the trails that promote goods, services and business events. The committee was also advised by FHWA that the sponsorship signs cannot be visible outside of the trails from the roadways. These are the two restrictions included in the document.

Linda raised a question if the signs advertising the temporary trail events and the biking and walking events of interest to trail users should be allowed on the trails. Elliot mentioned the Springfield Park District has a policy about such signs, where signs are allowed during the event, set up just before the event and removed thereafter. Lori raised a question about the permit rules in order to use the trails. Elliot responded that there is a permit process through the Park District for any organized event. Elliot said that he would provide the SPD use permitting information for the next meeting. Deb would as well check back with Rochester to see if they have a similar process. Lori mentioned that Springfield does not allow signs to be put up on City right-of-way due to the policy to keep the city clean and avoid the clutter, but they do allow signs for temporary events like marathons or half marathons through their permitting process. Andrew said that on the state roads, temporary signs are not allowed. Elliot suggested that the next thing we could be looking into will be more specifics like the size and type of signage

Linda discussed the trail sponsorship opportunities. The minimum three year period for sponsoring a trail was discussed. Various other options were also discussed. With a shorter period like one year, there could more hassles of maintenance every year to replace the signs. Locations for trail sponsorship signs along the trail were included in the Policy with two locations given to each sponsor, including one at the trail head if there is a parking lot.

Lori suggested one sign be created stating "*trail name* Sponsor" and then separate signs be posted below with the trail sponsor names. This way the top sign would remain the same with sponsorship signage easily changed if needed. All signs should be green. Committee members agreed.

The cost of sponsorship signs was discussed to be one thousand dollars per year. Lori indicated that the initial cost of installation is the highest in the expense, about 150 dollars per install. Elliot raised a question about how the sponsorship would be handled through each jurisdiction and whether there could be an account set up for the contribution. Linda discussed the idea of an intergovernmental agreement in order to handle the accounts. For example, the Lost Bridge trail goes through two jurisdictions, so both could maintain their own parts of the trail and the money could be split through an intergovernmental agreement.

Lori raised a question about how different segments of the trail could be split up. Linda indicated that in the draft Policy the trail segments are divided based on their respective jurisdictions. So, sponsorship money would go to the particular jurisdiction depending on the segment adopted and location of the signs were indicated. The committee members agreed this was the best option.

Linda discussed the Adopt-A-Trail sponsor sign. Lori suggested doing local termini or logical termini for locating the signs, because one could adopt just 500 feet and that would result in to having signs everywhere. Linda suggested having only one sign somewhere along the segment as indicated in the draft policy. Sponsorship could include a fee to help cover the cost of a sign representing the sponsor's buy in. Linda suggested 50 dollars per year charge for adopting a trail. Lori said she would look in to the Adopt-A-Street policy for the city. Andrew would provide information on the State's Adopt-A-Highway program as well.

Lori discussed the design of the sign that they normally practice for sponsorship. They first have the main sign which would be adopt-a-trail and below it mention the name of the sponsor, followed by the mileage of the trail adopted. She suggested having this sign be green as well. The committee members agreed.

Linda discussed the amenities sponsorship, which would include the items and the installation cost. Elliot further discussed that they should also look into the consistency of the amenities that are sponsored. Linda explained the overall purpose in the policy document would be to indicate what is needed and where it is needed. And if a sponsor wanted to pay for a certain amenity, they could choose from a list of amenities and locations. So, the document would provide guidance to the sponsors. Lori suggested that the policy should also list a particular type of amenity like the style of a bench or a bin that is needed, and these could be shown in the document. This makes it easier for everyone to decide what needs to be there. Elliot would look into the policy that is out there for parks, so it remains consistent with what is already out there. Deb would also check back on Rochester's policies on this issue.

Linda discussed that any sponsor donating \$1,000 or more would have their name or logo posted on the trail jurisdiction's website and on the Sangamon Valley Multi-Use Trails brochure, recognizing the support. This would give them a little more exposure.

Linda discussed the directional / way finding signage policy. Any business within one mile desiring to post directional signage along a trail could do so for 500 dollars per year. The committee agreed these signs would be blue which gives familiarity with the highway system. Wayfinding signs could be installed by trail jurisdiction to direct trail users to community points of interest. The wayfinding signs would be included in a grant application for emergency response support signage.

It was noted that sponsorship forms should be made available online.

Linda noted the changes and would make the updates to the Policy as discussed and send to committee members before the next meeting. Lori raised a concern about the scale of the signage for the trails compared to the highways and would do further research on the same for the next meeting.

VI. PUBLIC COMMENTS

There were no public comments.

VII. NEW BUSINESS

Neha discussed two new maps that were created. One showed the existing trail heads for various trails, indicating the zero mile markers for each trail. The second map indicated the on-road bike connections between the trails, showing various facilities.

Next Meeting Date – Wednesday, December 16th at 10:30 AM

VIII. ADJOURNMENT

There being no further business, Chairman Elliott McKinley called to adjourn at 11:35 AM.

Respectfully Submitted,

Neha Soni
Recording Secretary