



**TRANSPORTATION & TRAFFIC REVIEW COMMITTEE MEETING
IN PERSON AND VIA ZOOM
THURSDAY, DECEMBER 11, 2025 – 2:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Chairperson Navin called the meeting to order at 2:00 p.m.

2. Roll call

Members Present: Chairperson Navin, Superintendent Williamson, Council Representative Jaeckel and School District Representative Moehling. Absent: City Electrician Nick Armstrong. Also present: Manager Houseman and Public Relations Executive Assistant Weihert.

3. Approval of Minutes

*a. Review and possible action relating to the **minutes of the September 11, 2025, Transportation and Traffic Review Committee.***

Motion to approve the minutes of the September 11, 2025 meeting made by Jaeckel and seconded by Williamson. Motion carried.

4. Parking Requests

*a. Review and possible action relating to a **request for no parking signs at 643 West Hilltop Trail** (Navin, Director of Public Works)*

Chairperson Navin discussed, on October 20, 2025, that staff received a request for no parking signs at 643 West Hilltop Trail. The request stated that it is often difficult to get trucks and trailers through this area when vehicles are parked on both sides of the road during events at the Fireside Theatre. City staff monitored the area of concern over a two-week period during the scheduled shows at the Fireside, which are considered busy times for this area. Staff deemed that No Parking signs at this location are not necessary at this time. Williamson made a motion to deny the request, Jaeckel seconded. Motion passes.

5. Speed Limit Reviews

6. Traffic Signal Reviews

a. *Review and possible action relating to the **pedestrian crossing and traffic signal at S. Third St. and Robert St.** (Navin, Director of Public Works)*

Chairperson Navin discussed that, between November 24 and November 25, staff received three Traffic Review Requests for further review of the crosswalk at S. 3rd St. and Robert St. The notable concerns with all three of the requests received revolve around the crosswalk on the north side of the intersection and the length of time the beacon flashes. The applicants expressed concerns about vehicles driving southbound on Robert St. and not coming to a stop at the 3rd St. intersection before continuing on, as well as vehicles making a right turn onto Robert St. from 3rd St. There is also a concern around the time provided to cross the street for pedestrians. As noted below in the submissions, these concerns stemmed from a pedestrian being hit by a car on October 20, 2025, observed near misses, and general concern for public safety.

Staff recommended that the committee direct staff to conduct an analysis of this intersection and bring forward options and/or recommendations for improvements at the March 12, 2026, Transportation and Traffic Review Committee Meeting. Motion made by Jaeckel seconded by Williamson. Motion carried.

7. Miscellaneous

a. *Review and possible action relating to a **request for a reduced speed limit on W. Sherman Ave.** (Navin, Director of Public Works)*

Chairperson Navin discussed that, on October 8, 2025, staff received the attached written request for crosswalk stripes at the intersection of W. Sherman Ave. and Jackson St. crossing. The reason stated for the request was due to concerns of speeding vehicles and the number of children present in this area. Police department staff completed a speed survey at the intersection of W. Sherman Ave and Jackson St. Data from the survey was consistent with other similar areas and found that there is a safe average and mode speed aligns with the posted speed limit. It is also not the practice of the Public Works department to stripe every residential crosswalk. It would be cost-prohibitive.

Staff recommends that the request for crosswalk stripes and a crosswalk sign at the intersection of W. Sherman Ave and Jackson St. be denied based on the data provided. Motion made by Williamson seconded by Jaeckel. Motion carried.

8. Transit Items

- a.
- *City submitted the 2026 grant to the state*
 - *Vehicle Updates (City)*

Public Relations Executive Assistant Weihert told the committee the 2026 State grant application was submitted on time.

Recognized Expenses: \$302,400.00
Recognized Revenue: \$158,000.00
Net Operating Deficit: \$144,400.00
Est. Fed + State Funding: \$171,460.80
Est. Local Share: -\$27,060.80

The City opted not to apply for a new vehicle grant in 2026. The City currently owns five vehicles: two older 2011 Dodge Caravans in poor condition, one 2020 Dodge that has been back on the road since the middle of this year after a vehicle crash that left it totaled, and two 2024 Chrysler Voyagers. One of the Chryslers was in a fender-bender in September. It was repaired and is back on the road.

No action was taken.

9. Safe Routes to School

10. Adjournment

Bump moved to adjourn, seconded by Jaeckel, seconded by Williamson. Motion carried.

Meeting adjourned at 2:08 p.m.

Respectfully submitted by
Sarah Weihert, Public Relations Executive Assistant