

**GRAND JUNCTION CITY COUNCIL
WORKSHOP AGENDA**

**MONDAY, APRIL 15, 2002, 7:00 P.M.
CITY HALL AUDITORIUM, 250 N. 5TH STREET**

MAYOR'S INTRODUCTION AND WELCOME

- 7:00 **COUNCILMEMBER REPORTS**
- 7:10 **CITY MANAGER'S REPORT**
- 7:15 **REVIEW OF FUTURE WORKSHOP AGENDAS** [Attach W-1](#)
- 7:20 **REVIEW WEDNESDAY COUNCIL AGENDA**
- 7:30 **AVALON THEATER:** City Council will discuss the possibility of the City managing the operation of the Avalon Theater. [Attach W-2](#)
- 8:20 **REDLANDS PLAN AND TRANSPORTATION PLAN UPDATE:** Tim Moore and Kathy Portner will update City Council on the development of the Redlands Plan. [Attach W-3](#)
- 9:05 **TRAFFIC CALMING:** City Council will discuss the current policy for traffic calming and possible future modifications. [Attach W-4](#)
- 9:30 **ADJOURN**

This agenda is intended as a guideline for the City Council. Items on the agenda are subject to change as is the order of the agenda.

**Attach W-1
Future Workshop Agendas**

CITY COUNCIL WORKSHOP AGENDAS

APRIL 29, MONDAY 7:00 PM:

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA & REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 BRIEFING ON PDR PROJECT: Tom Latousek, Land Protection Specialist with the Mesa Land Trust and Keith Fife of Mesa County Planning will update Council on this purchase of development rights project.
- 7:55 HISTORIC PRESERVATION BOARD: This Board will discuss their bylaws and the Williams House Historic Structure Assessment

MAY 13, MONDAY 7:00 PM:

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA & REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 RIVERFRONT GOCO CONCEPT PAPER: Council will meet with the Riverfront Commission to discuss a GOCO grant application

JUNE 3, MONDAY 7:00 PM:

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA & REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 OPEN

JUNE 24, MONDAY 7:00 PM:

- 7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA & REVIEW FUTURE WORKSHOP AGENDAS
- 7:25 CITY MANAGER'S REPORT
- 7:30 OPEN

FUTURE WORKSHOP ITEMS

First Priority

Second Priority

1. BOTANICAL SOCIETY MASTER PLAN
2. DARE & SCHOOL RESOURCE PROGRAMS
3. HAZARDOUS DEVICE TEAM
4. FORESTRY OPERATIONS
5. PARKS/SCHOOLS COOPERATIVE AGREEMENTS
6. ELECTRONIC RECORDS MANAGEMENT SYSTEM:
7. LIQUOR LICENSING PROCEDURES
8. CRIME LAB
9. HAZMAT
10. GOLF OPERATIONS

**Attach W-2
Avalon Theater Management**



MEMORANDUM

**TO: MAYOR & CITY COUNCIL
 KELLY ARNOLD, CITY MANAGER**

FROM: DAVID VARLEY

SUBJECT: AVALON THEATER

DATE: APRIL 10, 2002

This memo summarizes a review of the request by the Avalon Board that the City of Grand Junction take over the operations of the Avalon Theater. Attached to this memo is a folder of information that details this request and proposal. Included in this folder is a set of operating philosophies that would guide the City, a proposed plan and budget, an organizational chart and a draft agreement or memorandum of understanding that could be used if Council chooses to pursue the City operating the Theater.

I. WHY ARE WE HERE?

In December, City Manager Kelly Arnold received a letter from the President of Avalon Theater, Inc. stating that the Board had voted to request that the City take over operations of the Avalon Theater. Mr. Arnold asked David Varley and Joe Stevens to review this request and prepare a report for discussion of this issue by the City Council

In order to prepare this report David and Joe have toured the facility, reviewed budgets and other operational documents, met with members of the Avalon Board and DDA Board, developed a proposed budget and plan of operation and have met with outside groups that use the facility including the Cabaret Dinner Theater and Sandstone Entertainment. In addition to this, the City Manager has reviewed this idea and proposal with the Avalon Board and with the Two Rivers Convention Center advisory committee. The Avalon Board is very supportive of the City managing the Theater and they support this proposal. We have also contacted other communities that operate community or historic theaters to better understand the issues.

Our review shows that the Avalon Theater is a valuable community asset but it is struggling to keep up with both capital and operational needs. The Avalon Board has done a good job of fund raising and restoration but they get spread very thin when they have to also worry about running the theater. The Avalon runs an operational deficit that appears to be increasing. There are some economies of scale and other reasons why it might make sense for the City to consider operating the Avalon.

II. HISTORY OF THE AVALON

The Avalon Theater opened for business in January 1923. In 1947 it closed and then reopened as the Cooper movie theater. The Cooper closed down in 1989. The City acquired the building in 1993 and leased it to Avalon Theater, Inc. Avalon Theater, Inc. is a non-profit organization that was set up to receive/raise funds for restoration and improvements to the theater. A Board of nine volunteers governs this group. The first restoration was to the 1923 façade in 1995, and several other improvement/restoration projects have followed.

III. OPERATIONAL HISTORY

Avalon Theater Inc. pays an annual administration fee to the DDA to manage the theater's operations and events. In 2000, this fee was \$10,000 and in 2001, the fee was \$27,000. There is also one part-time staff and volunteers that help with operations. The Avalon Theater, Inc. Board of Directors provides oversight of the operations.

In 2000, there were 48 paying events consisting of live theatrical productions and musical concerts along with 37 other events. In 2001, there were 45 paying events consisting of live theatrical productions and musical concerts along with 55 other events. The seating capacity of the theater is approximately 1,000 people.

The City of Grand Junction contributes \$20,000 per year for operations. This contribution started as a five-year commitment to help with utility costs and the City subsequently made a second five-year commitment.

It appears that the Theater operations lose money every year and this deficit could be climbing. The 2000, operating budget shows a loss of about \$2,400. The 2002, budget shows a profit of about \$1,300 but this includes use of a trust fund donation, which the Board would have preferred to spend on capital. If this source of income is taken out, then there is a loss of about \$63,000.

Total expenses between 2000, and 2001, went from about \$100,000 to \$160,000. Some of the larger expense increases include the DDA Administrative fee which went from \$10,000 to \$27,500 and building operating expenses which went from \$42,000 to \$55,000. Payroll expenses also increased from \$10,000 to \$18,000.

IV. WHERE WE ARE NOW?

The Avalon Theater, Inc. Board is anxious to have the City take over operations of the theater. When the Avalon Board was set up, its main goal or mission was to acquire and restore the theater and make it a community asset. They have been quite successful raising funds and obtaining grants to pay for the renovations and improvements. The Board has developed a capital plan which details over \$1 million in capital needs for the theater.

The Avalon Board has done an admirable job with the theater but it appears that the operations side detracts from their time and ability to concentrate on their mission which is to make capital improvements and renovations. It also appears that the

theater's operations will run at a deficit even with the \$20,000 contribution from the City. In fact, there might be a request to increase this contribution.

In addition to the capital plan for renovations and improvements, there are other capital issues that need to be addressed. These include some safety issues identified by our insurance organization, some fire code issues, and improvements to the HVAC system to balance out the heat and cold in the building. The DDA has pledged some funds to help pay for some of the safety improvements that need to be made to the theater. Other deficiencies that require attention include an inadequate stage lighting system and problems with occasional odors in the basement where all the restrooms, except for one handicapped accessible unit, are located.

V. ISSUES/OPPORTUNITIES WITH CITY OPERATING THE AVALON

There are several reasons why it makes sense for the City to consider operating the Avalon Theater. One reason is that this would free up the Avalon Board to concentrate on fund raising and building renovation. Capital improvements to the theater may occur sooner and this would also provide some stability to its operation.

Another reason is that there are some economies of scale and efficiencies of operation that could be achieved. The City operates Two Rivers Convention Center, which has some similarities to the Avalon. It might be more efficient to use some of the same staff to operate both facilities. This could include operational staff as well as management and marketing staff. It is also possible that the City can purchase concession items cheaper and thus increase the concession revenue generated by the events.

A third reason is that there may be some marketing and booking value to combine the two facilities under the same management. When the two are combined the marketing staff have more options to offer to potential clients. Some uses of the two buildings may actually complement each other and may increase the use of both venues. We may also be able to increase use of the facility by working closer with the Visitor and Convention Bureau. A combination of the Avalon and Two Rivers might make an attractive package for some potential customers.

If the City pursues the idea of operating the theater then there needs to be a clear understanding of the roles of the two groups. A letter of agreement or memorandum of understanding could be used to define the operational responsibilities of the City and the capital improvements and renovation responsibilities of the Avalon Board. Also, the City should be able to work closely with the Avalon Board to prioritize the capital needs of the theater.

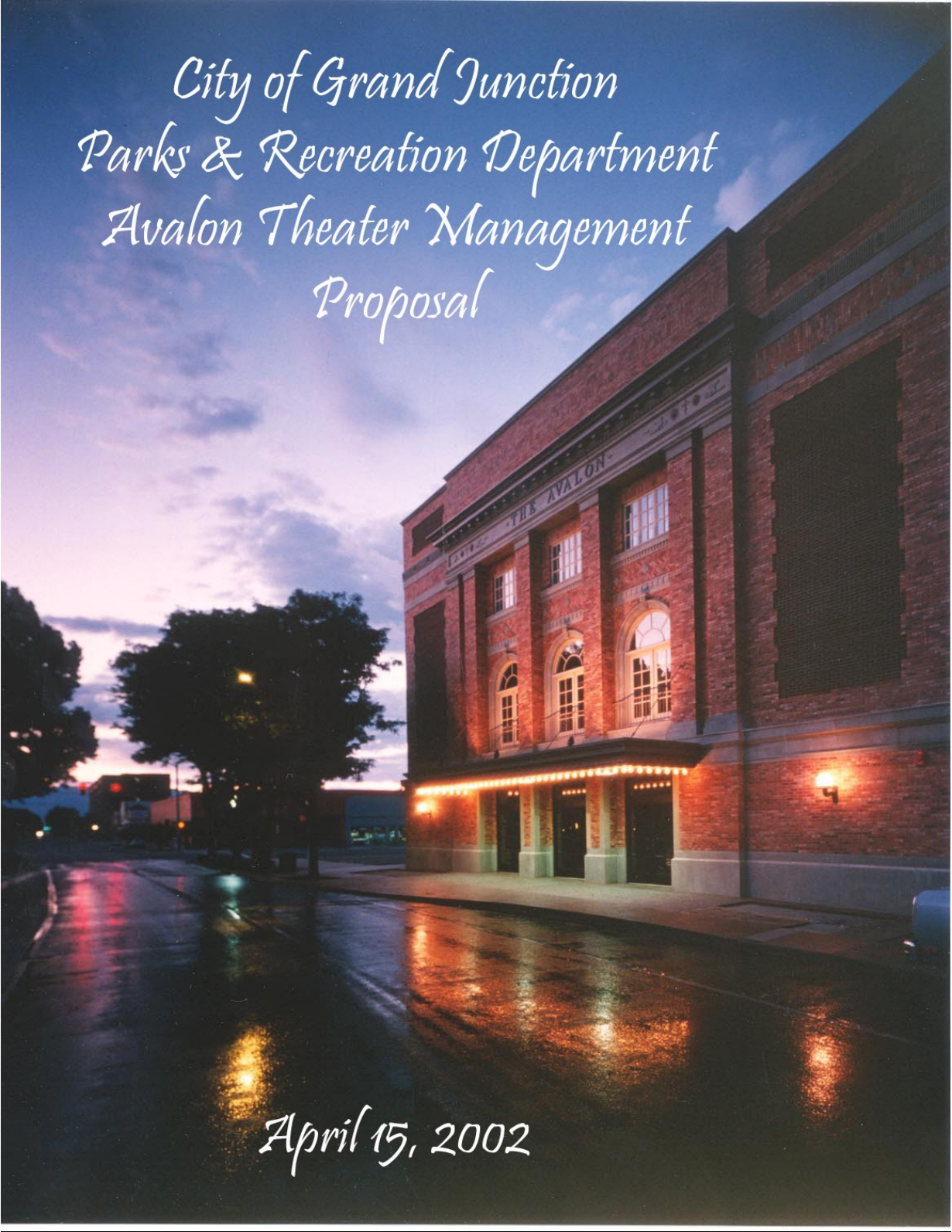
VI. PROPOSAL

The attached information outlines a plan or proposal for the City to operate the Avalon Theater. This proposal contains an estimated budget with revenues and expenses

and the addition of staff to market, maintain and manage the facility. The proposed budget is fairly conservative and it shows a subsidy will still be needed. A municipality or other governmental agency almost always subsidizes this type of facility as they generally can not cover their operating costs. Many cities view this as subsidizing the arts and culture in their community.

Under this proposal the Theater would be under the supervision of the Two Rivers Convention Center manager. It is proposed that a three-year agreement or commitment be used. Near the end of the three-year period the City would review the operations and determine whether or not to continue operating the facility. Under this proposal the City's subsidy would increase but we believe there would also be increased use of the facility and the subsidy may possibly go down over time.

Joe Stevens and I will present and review this proposal at the April 15, workshop.



*City of Grand Junction
Parks & Recreation Department
Avalon Theater Management
Proposal*

April 15, 2002

Mission Statement

We are united in providing exceptional service that improves the quality of life for our citizens.

Motto

“United in service to our community”

Our Core Values

Integrity
Professionalism
Teamwork
Honesty
Creativity
Fairness
Respect
Customer Service

**City of Grand Junction Parks & Recreation Department
Avalon Theater Management**

Operating Philosophies for the City Operating the Avalon Theater

1. To efficiently and effectively coordinate the management of the two City-owned Main Street anchors, the Avalon Theater and Two Rivers Convention Center.
2. To enhance the ability to sell and market the Avalon and Two Rivers. To provide mutual marketing opportunities that are especially attractive for organizations that need concurrent use of a large theater, an exhibit hall, breakout rooms and meals.
3. To enhance customer service and operational economies with respect to support staff, catering, set up, sales and marketing.
4. To provide accountable, consistent, timely and fiscally responsible oversight and daily management.
5. To enhance the downtown experience for visitors by increasing use of this valuable community asset.
6. To provide operational management of the theater while the Avalon Board concentrates on capital projects such as improvements, upgrades and renovation.

Budget Summary

It is projected that the City of Grand Junction will need to increase its contribution to the Avalon Theatre for operations by \$60,000/year. Presently the City of Grand Junction contributes \$20,000/year toward operating expenses. Expenses may be summarized as follows:

Staffing:

Sales Coordinator	\$29,750	
	Tech/Maintenance	28,080
	Support Staff	16,712
	Seasonal	10,000
Benefits	<u>19,690</u>	
		<u>Total Staffing: \$104,232</u>

Building:

Rent 639 Main St	\$4,800	
Repairs	5,000	
	Plumbing Repairs	3,000
Service Contracts	6,000	
Utilities	32,000	
Dues/Subscriptions	400	
Board Luncheons	300	
TRCC Administrative Management	17,088	
Interfund Charges	8,530	
Preliminary Contingency	17,088	
Office Furniture/Equipment (<i>one time cost</i>)	<u>5,000</u>	
		<u>Total Building: \$99,206</u>

Event:

Cost of Goods Sold	\$19,000	
Paper	3,000	
Cleaning	3,000	
Admin Supplies	750	
Security	<u>10,000</u>	
		Total Events: \$35,750

Total Expenses: \$239,188

Revenue:

		<u>Rentals (non profit)</u>
	<u>\$23,500</u>	
	Rentals (profit)	53,000
	Gross Concession Revenue	55,200
New Revenue	{ <ul style="list-style-type: none"> TRCC Affiliated Events Food Functions Green Room / VIP's Merchandise Commissions Technical Support }	7,500
		9,750
		9,600
		3,000
		<u>1,280</u>
	Total Revenue:	\$162,830
	Total Projected Expenses:	\$239,188
	Total Projected Revenue:	<u>\$162,830</u>
	Variance	(\$76,358)

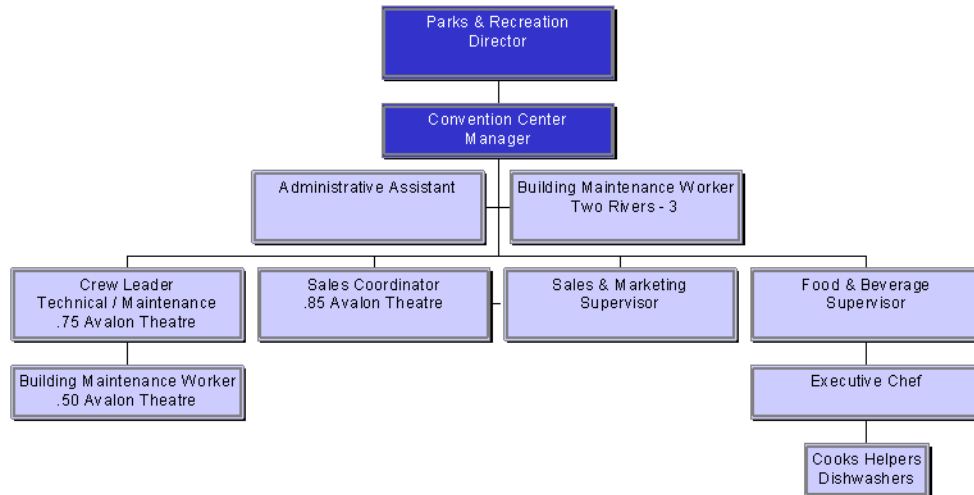
Projected Fees & Charges

- Rental Rates: Non Profit @ \$350-650/day
- Rehearsal Day Non-profit @ \$250
- For Profit @ \$1000/day
- Technical Support @ \$20/hour (minimum 2 hours)
- Concession Catered Events per TRCC list prices
- Option to Negotiate Consecutive Day Discount

Comments:

Please refer to draft memorandum of understanding (MOU) between the City of Grand Junction and the Avalon Board of Directors.

Two Rivers Convention Center/Avalon Theatre Proposed Organizational Chart



DRAFT

Memorandum of Understanding Between The City of Grand Junction, Colorado And The Avalon Board of Directors

I. Purpose

The purpose of this Memorandum of Understanding (“MOU”) is to set forth the basic understanding between the city of Grand Junction (hereinafter referenced as City) Avalon Board of Directors (hereinafter referenced as Avalon Board), and to provide united and exceptional service that improves the quality of life for our citizens.

This MOU brings to the City and the Avalon Board a level of cooperation and understanding that has been present in on-going discussions with regard to Avalon

Theater management, operations and capital improvements over the past several months.

II. Operating Philosophies

- A. To efficiently and effectively coordinate the management of the two City-owned main Street anchors, the Avalon Theater and Two Rivers Convention Center.
- B. To enhance the ability to sell and market the Avalon and Two Rivers. To provide mutual marketing opportunities that are especially attractive for organizations that need concurrent use of a large theater, an exhibit hall, breakout rooms and meals.
- C. To enhance customer service and operational economies with respect to support staff, catering, set up and marketing.
- D. To provide accountable, consistent, timely and fiscally responsible oversight and daily management.
- E. To enhance the downtown experience for visitors by increasing use of this valuable community asset.
- F. The City will provide operational management of the theater while the Avalon Board concentrates on capital projects including improvements, upgrades and renovation.

III. Roles and Responsibilities

- A. It is understood and agreed that the City will be responsible for preparing and adopting the operating budget for the Avalon including but not limited to establishing all rental, usage and concession fees, staffing and other costs as the City may deem appropriate and reasonable for day-to day expenses and revenues associated with the Avalon.
- B. It is understood and agreed that the City will be responsible for establishing and adopting rules, regulations, guidelines and other operating policies and procedures for the Avalon during the term of this MOU.
- C. It is understood and agreed to that the City will permit the Avalon Board free rental of the Avalon Theater for capital improvement fund raising events and activities up to ten (10) times a year. Usage shall be subject to availability and may include promotions in which the Avalon Board joins with other non-profit organizations. All concessions revenue will be retained by the City except wherein special arrangements are made with the City for such things as wine tasting and the sale of artist's merchandise during Avalon Board fund raising events.
- D. It is understood and agreed that the City will honor existing rental agreements between the Avalon Board for respective user groups. However, the City may elect to renegotiate terms and conditions.

- E. It is understood and agreed that the Avalon Board will continue responsibility for wall coverings, color schemes, recognition plaques/signs and lobby wall displays including art, photographs, posters and memorabilia subject to review by the City.
- F. It is understood and agreed that the Avalon Board will concentrate on, raise funds and implement capital improvements to the Avalon Theater during the term of this MOU. Capital improvements will be coordinated with the City.
- G. It is understood and agreed that the Avalon Board, with the cooperation of the Downtown Development Authority, will contribute up to \$16,000 to address life and safety issues as identified by CIRSA. This deficiency will be addressed prior to the City accepting management responsibility for the Avalon.
- H. It is understood and agreed that the Avalon Board may keep a donation jar and handouts in the Avalon lobby. The Avalon Board will be solely responsible for the jar and it's contents. The exact location must be agreed to between the City and the Avalon Board.
- I. It is understood and agreed that the City encourages the continuation of the Avalon Board's buy a seat and buy a brick programs. All proceeds go to the Avalon Board.
- J. It is understood and agreed that the City will evaluate HVAC, plumbing, electrical and lighting and share findings with the Avalon Board. It is understood that deficiencies will be prioritized by the Avalon Board for incorporation into the Avalon Board's capital improvement program. Progress in correcting deficiencies will be demonstrated during the term of this MOU. The Avalon Board will continue to raise funds, renovate the theater and purchase items used in the theater, such as lights, sound system, etc.
- K. It is understood and agreed that the City and the Avalon Board will make joint decisions on future capital renovations. The Avalon Board will be the primary funding source for future renovations but may request participation by the City.
- L. It is understood and agreed that the Avalon Board will provide the City with monthly financial statements and progress reports on fund raising activities for the Avalon Theater.
- M. It is understood and agreed that the City will provide the Avalon Board with monthly reports on operations and management on the Avalon Theater.

IV. General terms and Conditions

Amendments. There may be no modification of the MOU except by a written instrument signed by both parties hereto.

Cancellation by Either Party. This MOU shall continue in force and govern all actions between the parties hereto until cancelled by either party; however, it is agreed that either party shall have the right, with or without cause, to cancel and terminate this MOU upon (30) days prior

written notice by registered mail, or personal delivery of notice, to the other party.

Liaison Support. Both the City and the Avalon Board agree to identify liaisons who will act as a contact point between the two parties. The City may elect to appoint an ex-officio member to the Avalon Board.

Term. The term of this MOU will be for three (3) years commencing on May 1, 2002 and ending on April 30, 2005. The MOU may be extended and/or modified by mutual agreement of both parties.

In Witness Whereof, the parties hereto have executed this document on the _____, day of _____, 2002.

Kelly Arnold, City Manager
City of Grand Junction

Ed Lipton, Chairperson
Avalon Board of Directors

Attach W-3

Redlands Plan and Transportation Plan Update

CITY COUNCIL AGENDA
CITY OF GRAND JUNCTION

CITY COUNCIL			
Subject:	Redlands Area Transportation Plan		
Meeting Date:	April 15, 2002		
Date Prepared:	April 10, 2002		
Author:	Kathy Portner Jody Kliska	Planning Manager Transportation Engineer	
Presenter Name:	Kathy Portner Tim Moore	Planning Manager Public Works Manager	
	Workshop		Formal Agenda

Subject: Redlands Area Plan and Redlands Transportation Plan update.

Summary: Staff will review the process and recommendations of the Redlands Area Plan and Redlands Transportation Study.

Background Information:

Redlands Area Plan

The Redlands planning area is located south and west of the Colorado River, from the Highway 340 Colorado River Bridge at Fruita on the northwest, the Colorado National Monument on the south and the Gunnison River on the east. The Redlands Area Plan is an update of the 1986 *Redlands Goals and Policies Plan*. The *Mesa Countywide Land Use Plan* and *City of Grand Junction Growth Plan*, adopted in 1996, as well as the *Fruita Community Plan*, provide the basis for this more detailed neighborhood plan. The Redlands Area Plan was developed in conjunction with the Redlands Transportation Plan.

The planning process began in the Spring of 2001. Public input was solicited at four public open houses/public forums and through written comments. The public meetings were very well attended with, typically, 60 to 100 people. Four newsletters were mailed to every property owner in the planning area (approximately 5,400) announcing public forums and soliciting input and comments. In addition, the Mesa County Long Range Planning internet web site kept the public up-to-date on issues and progress of the plan through posted newsletters, meeting summaries, comment response logs and copies of the draft plan.

Each section of the draft plan contains general descriptions and finding, goals, policies and implementation steps. There are seven major sections, including general services, community image and character, land use and growth management, parks, recreation and open space, transportation, housing and historic preservation. The recreation and open space section references the recently adopted Parks and Recreation Plan.

Likewise, the transportation section references the Redlands Area Transportation Plan that will be considered for adoption in conjunction with this plan.

Some of the major issues addressed in the draft plan and recommended for future implementation are as follows:

- Highway 340 and Monument Road overlay zone to address setbacks and aesthetic treatments for development along these major accesses to the Colorado National Monument
- Colorado River bluff and geologic hazard area overlay to address mitigation for development proposed in those areas
- Design standards for commercial development on the Redlands.
- Night lighting standards
- Buffer area overlay zone

Also recommended in the draft plan are some changes in the future land use map to address inconsistencies between land use designations and current zoning and/or development. The future of commercial development on the Redlands sparked, perhaps, the most lively discussion and debate. The draft plan recommends that large neighborhood centers be limited to the two existing centers, Redlands Marketplace (Albertson's) and Monument Village Shopping Center (Safeway). Both centers have room for expansion. There are five smaller convenience centers indicated in the draft plan. Those include the existing Meadowlark Gardens, Country Corner and the Ridges. Two future sites are proposed, one in the Seasons, which already had a commercial site designated in the original Planned Development ordinance; and one in the 23 Road south area, between Highway 340, South Camp Road and South Broadway.

Redlands Area Transportation Study

The Redlands Area Transportation Study began nearly a year ago and is a joint study administered by the Regional Transportation Planning Organization for Mesa County, Colorado Department of Transportation, City of Grand Junction and the City of Fruita. The project goals and objectives are as follows:

- Develop consensus on a long-range plan or vision of coordinated state and local transportation improvements for the Redlands area.
- Evaluate roadway capacity issues on the state and local system.
- Evaluate safety and mobility within the Redlands study area.
- Identify appropriate capital improvements, land use alternatives or strategies to accommodate future transportation needs.
- Evaluate access related operational issues and potential solutions, using flexible and creative design criteria.

The recommended transportation plan elements included a number of specific recommendations, including an access control plan for State Highway 340. The access control plan will likely be formalized by an intergovernmental agreement between the four agencies – CDOT, City of Fruita, City of Grand Junction and Mesa County. The specific recommendations are detailed on the map provided in the packet. The recommendations fall into several categories:

- Highway 340 improvements that include spot intersection and geometry improvements, and implementation of the access control plan. No new travel lanes, only turn lanes.
- Widening Redlands Parkway to 4 lanes.
- Monument Road reconstruction and geometry improvements, including a bike lane on one side.
- Construction of neighborhood connections to minimize the need to use Highway 340 for local circulation.
- Include bicycle and pedestrian facilities for all new and reconstructed road segments in accordance with the Urban Trails Master Plan.
- Development of new transit centers on the Redlands, one at Safeway shopping center, one in the Ute Water tanks area as development occurs.
- Include aesthetic treatments (landscaping, medians) in road reconstruction projects.

The study includes an analysis of 2050 projected traffic conditions. The long-range plan recommended considering additional travel lanes on Highway 340 from Ridges Boulevard west to 20 ¾ Road, widening Monument Road from Highway 340 to Mariposa Drive and planning for a fourth river crossing either at 19 Road or at 25 Road. These recommendations are considered promising, but not yet justified and should be revisited in the future.

The proposed plan will be presented to a joint meeting of the three planning commissions – Grand Junction, Fruita and Mesa County -in June. The adoption of the intergovernmental agreement for the access control plan will be brought before City Council in the coming months as all four entities come to agreement on the language in the agreement.

Results of the study are available on the city website and will be available on CD-ROM shortly.

Budget: N/A

Action Requested/Recommendation: No Council action is required at this time. The Redlands Area Plan is scheduled for a public hearing before the Grand Junction and Mesa County Planning Commissions on May 7th. The Redlands Area Transportation Plan is scheduled for a public hearing before the Grand Junction, Mesa County and Fruita Planning Commissions on June 6th. We are planning on scheduling both plans for a public hearing before the City Council at either the June 26th or July 17th hearing.

Citizen Presentation:	<input checked="" type="checkbox"/>	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If Yes,		
Name:						
Purpose:						
Report results back to Council:	<input type="checkbox"/>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	When:		
Placement on Agenda:	<input type="checkbox"/>	<input type="checkbox"/> Consent	<input type="checkbox"/> Indiv. Consideration	<input checked="" type="checkbox"/> Workshop		

**The Redlands Plan
in its entirety is available
for review at the
Office of the city Clerk
250 N. 5th Street
Grand Junction, Co.**

970-244-1511

**CITY COUNCIL AGENDA
CITY OF GRAND JUNCTION**

<i>CITY COUNCIL</i>			
Subject:		Traffic Calming Process	
Meeting Date:		April 15, 2002	
Date Prepared:		April 5, 2002	
Author:		Jody Kliska	Transportation Engineer
Presenter Name:		Tim Moore	Public Works Manager
X	Workshop		Formal Agenda

Subject: Review of the City Traffic Calming Process.

Summary: Staff will review the existing traffic calming process for council, give examples of projects that have been completed as well as current requests and ask if council sees a need to make changes to the process.

Background Information: In 1997 city staff formalized the 10-step traffic calming process that is currently used today. Attachment 1 is the process. The purpose of the process is to insure that it is community/neighborhood driven as opposed to staff dictated. The process is designed to maximize citizen participation to assure that affected residents are not left out of the decision-making. Additionally, the process reinforces the three E's – education, enforcement and engineering – by collecting data, involving the police department on enforcement issues, and identifying problems before implementing solutions. The process is patterned after other cities' processes. Most cities with traffic calming programs have procedures that encourage residents to take the lead in solving neighborhood problems. Several cities have more stringent requirements for traffic calming projects such as minimum traffic volumes or speed thresholds such as more than 6 MPH above the posted speed limit. Our process does not have such limitations. Many cities require residents to fund the cost of installation of traffic calming devices either out of pocket or through improvement districts.

The CIP has funds dedicated to traffic calming projects and those funds have been programmed since 1998 in recognition of the need to be able to respond to traffic calming requests in a timely manner. Traffic calming projects have included the construction of the decorative concrete crosswalks on 7th Street and the bulbouts on Gunnison Avenue; installation of speed humps in the Canyon View Subdivision and on Rana Road in the Ridges; street narrowing and sidewalk installation on Lanai Drive in Paradise Hills; striping of narrow lanes on Ridges Boulevard and Ridgeway Drive; and crosswalk delineation on 5th Street in front of Grand Junction High School. Additionally, traffic calming strategies have been used in street projects such as the chicanes on Elm Avenue east of 7th Street; the speed tables and medians on 1st Street; the medians and crosswalks on 12th Street at Mesa State and north of Patterson Road; and the bulbouts and landscaping on 5th Street in downtown. New development projects are incorporating traffic calming strategies in subdivisions. Recently we have seen construction of mini-roundabouts, speed humps, bulbouts and entry features as part of

proactive traffic calming. The new TEDS encourages traffic calming features in new residential subdivisions.

Recently, staff from Public Works, Police, Fire and the MPO collaborated on emergency response routes where no vertical displacement traffic calming devices will be considered or allowed to address concerns for response times for emergencies. Consultation of the map will be a part of the traffic calming process to assure compliance. Input from police and fire is an important part of the traffic calming process.

Budget: N/A

Action Requested/Recommendation: Staff requests feedback from city council on the existing traffic calming process.

Citizen Presentation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	If Yes,
Name:						
Purpose:						

Report results back to Council:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes	When:	
--	-------------------------------------	--------------------------	--------------------------	--------------------------	------------	--------------	--

Placement on Agenda:	<input type="checkbox"/>	Consent	<input type="checkbox"/>	Indiv. Consideration	<input checked="" type="checkbox"/>	Workshop
-----------------------------	--------------------------	----------------	--------------------------	-----------------------------	-------------------------------------	-----------------

Process for Initiating Traffic Calming Projects

Step 1: City receives notification from neighborhood of problem. City does basic data collection - volumes, speeds, accidents, geometrics. The problem is scored and assigned a priority.

Step 2: Hold neighborhood information session. Identify, quantify problems. Solicit volunteers for project traffic committee.

Step 3: Staff/project traffic committee develop plan for traffic calming of the project area.

Step 4: Public information meeting to present plan to neighborhood.

Step 5: Circulate neighborhood petition. 60% approval required to continue.

Step 6: Petition brought to Council along with Public Works staff report. Council action on temporary installation of traffic calming in accordance with the plan developed by staff/project traffic committee.

Step 7: Installation and monitoring of test project. City collection of appropriate traffic data.

Step 8: Survey neighborhood for acceptance and present results of data collection.

Step 9: Request council action for installation of permanent improvements.

Step 10: Design and construction.