

# MEETING MINUTES



## City of WEBSTER GROVES POLICE DEPARTMENT

4 E. ELM AVE. | WEBSTER GROVES | MISSOURI | 63119  
314.963.5300 | WWW.WEBSTERGROVESMO.GOV

9/12/22		PM	Gordon Conference Room	
Meeting called by	Carrie Falkenrath 5:33 PM			
Type of meeting	Police Traffic Advisory Board			
Facilitator	Carrie Falkenrath			
Note taker	Erin Klippi			
Timekeeper	Erin Klippi			
Roll Call/Speakers In Attendance	Captain Greg Perks Carrie Falkenrath Robert Fox Clark Hotaling Phillip Mitchell Susan Sunderman			
<b>Agenda Item 3</b>				
Approve 8/15/2022 minutes	Motion for August approval by: Clark Hotaling Second by: Susan Sunderman All in Favor			
Discussion	All approved			
Conclusions	Approved			
Action Items		Person Responsible		
Submit to the City for upload to the website		Erin Klippi		
<b>Agenda Item 4</b>				
Attending Citizens Statements				
Discussion	No citizens in attendance			
Conclusions				

[TO VIEW THE FULL TEXT OF ORDINANCES, RESOLUTIONS, AND MINUTES, PLEASE CLICK THEIR TITLES.](#)

Action Items	Person Responsible	
None		

**Agenda Item 5**

**Old Business**

Discussion	<p><b>Mission Statement update by Clark H. (attached)</b></p> <p>Discussion was had, but not limited to, the TAC proactive vs. reactive responsibility, defining transportation to include walking</p> <p>Goals of the TAC were set</p> <ul style="list-style-type: none"> <li>• Assuring that recommendations of the TAC are transparent and evenly applied</li> <li>• The TAC creates unbiased and impartial recommendations to City Council.</li> </ul> <p>Guidelines of Evaluation were set to include</p> <ul style="list-style-type: none"> <li>• Data Collection</li> <li>• Positive and Negative impact for the community</li> <li>• MUTCD Guidelines</li> </ul> <p>Carrie shared proposed parking guidelines as follows.</p> <p><b>WG TAC Parking Restrictions Installation Criteria (Safety)</b></p> <p><b>Proposed 2022</b></p> <p><i>NOTES:</i></p> <p><i>Typical minimum driving lane for local streets = 10'</i></p> <p><i>Typical parking lane width = 8'</i></p> <p><i>Average passenger car/truck width = 6'</i></p> <p><i>Widest Waste Management Truck = 10'</i></p> <p><i>Widest WG FD Truck = 10'</i></p> <p><i>Parked WG FD Truck with stabilizers deployed = 15'6"</i></p> <p>The WG TAC establishes the standard basis for review of Parking Restrictions is Safety, or safe passage of EMS and Refuse trucks on our City Streets. As such, the minimum clear path that should be available at all times is 12'.</p> <p>Therefore, in regard to safety, Parking restrictions are warranted on both sides of Residential Streets up to 18'. Parking restrictions are warranted on one side of Residential Streets between 18' and 24'.</p>
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	<p><b>Valley Parking update from Captain Perks</b> , the citizens on Valley Road do not want to move forward with any new parking restrictions.</p> <p><b>North Elm Avenue driving lane discussion will be tabled until a traffic volume survey is conducted.</b></p> <p><b>An ordinance was drafted to update the parking restrictions at Lockwood and Westborough</b></p>	
Conclusions	No votes nor recommendations to City Council	
Action Items		Person Responsible
Captain Perks will request a Traffic Survey of North Elm Ave. Between Lockwood and Brentwood Blvd.		Captain Perks
Update draft Mission Statement		Susan Sunderman
<b>Agenda Item 6</b>		
New Business		
Discussion	<p>Clarification that yes, people may park in the bike lane on West Lockwood</p> <p>Request for the next agenda listed in action item to address WGHS parking.</p> <p>A workorder to restripe the crosswalk on Rockhill at the entrance of Southwest Park to comply with the no parking ordinance was submitted to Public Works.</p> <p>S. Rock Hill Rd at Dobbin. There has been a request for a stop sign on Rock Hill at this location, Captain Perks will request a traffic Study</p>	
Conclusions		
Action Items		Person Responsible
Traffic Study and Rock Hill and Dobbin		Captain Perks
<b>Adjournment</b>		
Discussion	<p>Motion by Robert Fox</p> <p>Second by Phillip Mitchell</p>	
Time	6:41 p.m.	

Proposed Mission Statement for the Traffic Advisory Commission of the City of Webster Groves, MO  
DRAFT – September 12, 2022

The **MISSION** of the Webster Groves Traffic Advisory Commission (TAC) is to advise City Council to enact policies and ordinances that make all transportation options (including walking, biking, using wheelchairs, taking the bus, and driving cars) safe, reliable, and accessible. We will do this by **proactive, responsive, and collaborative** methods.

Neighboring communities have seen success with Complete Streets and Vision Zero policies, and the Commission will seek guidance, best practices, and success stories from them (and other Cities) to ensure Webster Groves is safe for all who travel within and through the city.

**Our Goals**

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**Proactive.** The Webster Groves TAC will research and provide expertise on improving the transportation situation for all modes of transportation, especially those that consider the needs of ‘vulnerable road users’ (pedestrians, bicycle riders, wheelchair users, and transit riders that are more likely to face safety issues and fewer options).

**Responsive.** In addition, the TAC will respond to citizen input. Our ‘Evaluation Guidelines’ are as follows: \_\_\_\_\_

**Collaborative.** The TAC will work in tandem with relevant Webster Groves Commissions and City Departments—in particular, the Commissions of Sustainability, City Plan, Arts, Health and Environmental Services, Parks and Recreation, Green Space, and those overseeing the Business Districts as well as the City Departments of Police, City Manager, Public Works, and Public Affairs and Engagement—to ensure decisions are made at the community so that citizens and visitors can travel comfortably within and between the community.

**Webster Groves, MO Municipal Code—Chapter 4: Boards & Commissions**

**Article IX. Traffic Advisory Commission**

**Section 4.510. Membership.**

There is hereby established the Traffic Advisory Commission. The Commission shall consist of seven (7) members and two (2) alternative members who shall be citizens of the City of Webster Groves who shall be appointed by the Council. The term of office of the citizen members of the Commission shall be for three (3) years, excepting that the nine (9) members of the previous Public Safety Advisory Board shall serve the remainder of their terms as members of the new Traffic Advisory Commission, and the first two (2) vacancies shall be replaced with alternate rather than regular members. Appointment to fill vacancies shall be for the unexpired portion of the term only. The Commission shall elect its own Chairman and Vice-Chairman and they shall serve for one (1) year. The Commission may adopt from time to time such rules and regulations, as it may deem necessary to carry into effect its responsibilities. The Chief of Police will serve as liaison from the Police Department to the Commission. One member of the City Council shall serve as liaison to the Commission.

**Section 4.520. Meetings.**

Meetings of the Traffic Advisory Commission shall be held quarterly or at the call of the Chairman and at such other times as the Commission may determine. All meetings of the Commission except executive sessions shall be open to the public. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question or if absent, or failing to vote, indicating such fact, and shall keep such other records, as it shall deem necessary.

**Section 4.530. Duties.**

The Traffic Advisory Commission shall act in an advisory capacity to the council in matters pertaining to traffic safety within the City and shall perform such other duties and render such other services as may be directed by the Council. The Commission shall make reports and recommendations to the Council from time to time as shall appear to the Commission to be appropriate and proper. (Ord. No. 8369, § 3, 10-7-03).