

**TRAFFIC & PARKING COMMITTEE AGENDA**  
**101 S. Illinois St., 2<sup>nd</sup> Floor Conference Room**  
**Tuesday February 17th, 20226 – 5:30 p.m.**

- A. Call to Order / Roll call of members and staff / Explanation of disaster procedures
- |  |                                    |
|--|------------------------------------|
| Ward 7 Alderperson Phil Elmore, Chairman | Ward 6 Alderperson Dr. Mary Stiehl |
| Ward 1 Alderperson Lillian Schneider     | Ward 8 Alderperson Kara Osthoff    |
| Ward 2 Alderperson Carmen Duco           | Scott Saeger, City Engineer        |
| Ward 3 Alderperson Kent Randle           | Capt. Rob Thomason, Police Dept.   |
| Ward 4 Alderperson Raffi Ovian           | Jason Poole, Public Works Director |
| Ward 5 Alderperson Edward Dintelman      |                                    |
- B. Approval of November 17th, 2025, minutes
- C. Recognition of guest Alderman
- D. Emergency Procedures
- E. Public Participation
- (a) Members of the public may address the City council in accordance with Section 2.06(g) of the Illinois Open Meetings Act (5 ILCS 120/2.06(g)).
- (b) Public comments are limited to **three (3) minutes** per speaker.
- (c) The subject of public comments shall be reasonably related to matter(s) identified on the meeting agenda and/or other City business.
- (d) Repetitive public comments should be avoided, to the extent practical, through adoption of prior public comments (ex. agreeing with a prior speaker).
- (e) The following conduct is prohibited during public participation:
- acting or appearing in a lewd or disgraceful manner;
  - using disparaging, obscene or insulting language;
  - personal attacks impugning character and/or integrity;
  - intimidation;
  - disorderly conduct as defined in Section 30-1-2 of this Revised Code of Ordinances;
- (f) Any speaker who engages in such prohibited conduct during public participation shall be called to order by the chair or ruling by the chair if a point of order is made by a sitting Alderman.
- F. Old Business: None
- G. New Business:
1. Motion to approve no parking January through June at the 600 block of Bristow Street on the even side.
  2. Motion to approve no parking July through December at the 600 block of Bristow Street on the odd side.
  3. Motion to approve handicap parking in front of 11 N 15<sup>th</sup> Street in the name of the applicant only.
  4. Discussion and possible motion to approve a bus shelter on city owned property at 1500 W Main Street.
  5. Discussion on parking issues in the vicinity of Roosevelt School.

**Anyone requiring accommodations provided for in the Americans with Disabilities Act (ADA) to participate in this public meeting, please contact Shelly Schaefer, CityClerk/ADA Coordinator at (618) 355-8627 or [sschaefer@belleville.net](mailto:sschaefer@belleville.net) a minimum of 48 hours prior to the meeting**

## Kaci Simonin

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**From:** Jason Poole  
**Sent:** Tuesday, January 27, 2026 2:46 PM  
**To:** Kaci Simonin  
**Subject:** FW: 600 blk Bristow Traffic Committee Consideration  
**Attachments:** processed-19056C16-9FDB-4BC5-937A-22ACB523E767.jpeg

Jason R. Poole  
Director of Public Works/Parks & Recreation  
512 West Main St  
Belleville, IL 62220  
(618)239-3454  
www.belleville.net



**From:** ward7elmore <ward7elmore@belleville.net>  
**Sent:** Monday, January 26, 2026 8:00 AM  
**To:** ward1whitaker <Ward1Whitaker@belleville.net>; Jason Poole <jpoole@belleville.net>  
**Cc:** ward1schneider <ward1schneider@belleville.net>  
**Subject:** Re: 600 blk Bristow Traffic Committee Consideration

Sounds good to me. I'll add it to agenda for 2/16/26 at 5:30p.

**Phil Elmore**  
**7th Ward Alderman**  
**City of Belleville**  
618-363-0016

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**From:** ward1whitaker <[Ward1Whitaker@belleville.net](mailto:Ward1Whitaker@belleville.net)>  
**Sent:** Sunday, January 25, 2026 8:23:36 AM  
**To:** ward7elmore <[ward7elmore@belleville.net](mailto:ward7elmore@belleville.net)>  
**Cc:** ward1schneider <[ward1schneider@belleville.net](mailto:ward1schneider@belleville.net)>  
**Subject:** 600 blk Bristow Traffic Committee Consideration

I received a request from one of our plow operators to consider making the 600blk of Bristow parking only on one side of the roadway. He indicated they have never been able to remove snow from this block due to vehicles and since the road narrows in the middle of a block it makes remove snow in the adjacent block difficult as well. I have attached a photo of the roadway Saturday evening before the heaviest of the snow arrived.





## CITY OF BELLEVILLE - TRAFFIC COMMITTEE SIGN PACKET

Use these forms to request NEW traffic sign installation (Stop, Yield, Parking, Loading, Handicap Parking).

To report damaged signs or request non-regulatory signs (Dead End, Deaf Child.), Please go to "Report a Concern"

Return completed forms to your Alderman or Traffic Committee Chairman, 101 S. Illinois St., Belleville, IL 62220

Procedures and guidelines used by the traffic committee on traffic/parking sign installation requests. (Requests will be reviewed by the Traffic Committee and final determination of request will be provided to the requestor)

Submit Traffic Forms (including petition if indicated) to Ward Alderman/Traffic Committee

- Committee will review request
- Traffic study may be done
- Accident history may be obtained

Input from the alderman of the ward – opinion on validity/recommendation

Approval will be based upon the determination of validity after reviewing appropriate studies traffic/accident) or other staff input and legal guidelines.

The requestor and/or the ward alderman are encouraged to attend the Traffic Committee meeting or furnish a statement to the committee if unable to attend.

**Please review the following guidelines used by the Traffic Committee relating to installation of traffic signs:**

YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches will be considered in the review process:
- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule is such stopping or yielding is necessary; and/or
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.

YIELD or STOP sign should **not** be used for speed control.

**CITY OF BELLEVILLE, ILLINOIS**

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Traffic Committee Request Form

Date: 2/5/2026  
Name: ANTHONY HILLSMAN  
Address: 11 N. 15<sup>TH</sup> ST.  
Phone Number: (618) 698-1684  
Email Address: THILLSMAN@SBCGLOBAL.NET

Name of Alderman Contacted: \_\_\_\_\_ Ward (1 - 8): \_\_\_\_\_

Reason for Request (circle one or more):      Safety Related      Speed Related      Signage      Other

Problem Location/Address: 11 N. 15<sup>TH</sup> ST.

Problem (include, illustrations, petitions and/or photos, attach additional sheets if needed):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested Action: TO HAVE HANDICAP SIGN IN FRONT OF MY HOME FOR PARKING

**For Official Use Only**  
Date Received: \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_  
Sent to Traffic Committee: \_\_\_\_\_



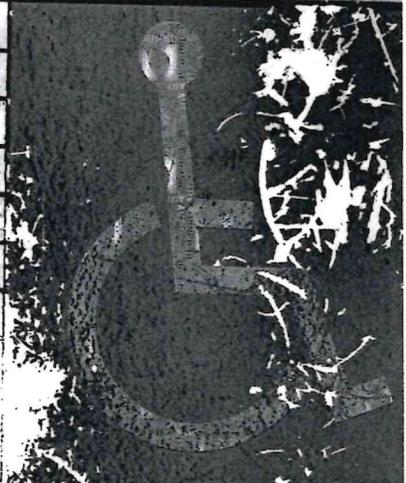
THIS PLACARD IS NOT TRANSFERABLE.  
IT IS ILLEGAL TO COPY OR DUPLICATE THIS PLACARD.

THE AUTHORIZED HOLDER MUST BE PRESENT AND MUST ENTER OR EXIT THE VEHICLE AT THE TIME THE PARKING PRIVILEGES ARE BEING USED. UNAUTHORIZED USE MAY RESULT IN A \$500 FINE AND SUSPENSION OF DRIVER'S LICENSE AND/OR REVOCATION OF THE PLACARD.

**PERMANENT**

**EB 47300**

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9	9



**EXPIRES THE LAST DAY OF:**

Jun.	May	Apr.	Mar.	Feb.	Jan.
20	20	20	20	20	20
Dec.	Nov.	Oct.	Sept.	Aug.	July
16	16	16	16	16	16



**ILLINOIS**  
Jesse White  
Secretary of State  
Issued by authority of the State  
July 502-3007-VSD-2016

## Kaci Simonin

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**From:** Jason Poole  
**Sent:** Thursday, February 12, 2026 2:31 PM  
**To:** Kaci Simonin  
**Subject:** FW: Belleville Bus Stop  
**Attachments:** SHQ7ENCLRCP26021110340.pdf

Discussion and possible motion to approve a bus shelter on city owned property at 1500 West Main St. Please include the attached and message below...

Thanks,  
Jason

Jason R. Poole  
Director of Public Works/Parks & Recreation  
512 West Main St  
Belleville, IL 62220  
(618)239-3454  
[www.belleville.net](http://www.belleville.net)



**From:** Waggoner, William S <WSWaggoner@bistatedev.org>  
**Sent:** Wednesday, February 11, 2026 9:30 AM  
**To:** Jason Poole <jpoole@belleville.net>  
**Subject:** Belleville Bus Stop

You don't often get email from [wsaggoner@bistatedev.org](mailto:wsaggoner@bistatedev.org). [Learn why this is important](#)

Hi Jason: I just called your office but they said you were in a meeting. Bi-State/Metro is looking to put in additional bus shelters in Saint Clair County. These will be ADA compliant and provide cover for riders. We have identified a stop for these improvements at a property the City of Belleville owns. The address is 1500 W. Main Street (the route is southbound). The stop would encroach on the property approximately 72 square feet as shown on the exhibit. The program is voluntary and we will remove the stop with 90 days' notice. I've also included a short license agreement we use and a photo of the bus shelter. We are looking to start construction on the stops this summer.

Let me know if you have questions and welcome your feedback. I'm happy to meet you out there if needed. Thanks so much for your time.

*Bill Waggoner*  
Director of Real Estate  
Bi-State Development Agency  
211 N. Broadway, Suite 700  
St. Louis, MO 63102  
314-982-1549  
[wsaggoner@bistatedev.org](mailto:wsaggoner@bistatedev.org)

**LICENSE AGREEMENT**

**BUS STOP NO. 12144**

THIS LICENSE AGREEMENT is hereby entered into on the date and year set forth below by and between THE CITY OF BELLEVILLE, hereinafter "Licensor," and BI-STATE DEVELOPMENT AGENCY OF THE MISSOURI-ILLINOIS METROPOLITAN DISTRICT, d/b/a "Metro", hereinafter "Licensee."

In consideration of the mutual covenants, promises and undertakings set forth herein, the parties hereto agree as follows:

Licensor hereby grants to Licensee a license over the property of Licensor containing approximately 72 square feet of land located at 1500 W. Main Street in St. Clair County, Illinois, as shown on the site plan attached hereto as Exhibit A (the "Licensed Area").

By accepting this License, Licensee and its partners, which may include the St. Clair County Transit District ("Partners") and affiliated transit related parties, agree to install said Transit Facility Improvements at no cost to Licensor and in a manner that will not impair the use and occupancy of the remainder of Licensor's property at this address.

Licensee and its Partners, shall maintain the Transit Facility Improvements in a good, clean and attractive condition, including removing graffiti as needed. To the extent permitted by law, Licensee shall indemnify and hold Licensor harmless from any damage that may be occasioned by reason of the construction, installation, maintenance, repair, replacement and use of the Licensed Area.

Licensor or Licensee may revoke and terminate this License by providing the other party written notice of termination. In such event, this License shall terminate and Licensee and its Partners shall have 90 days to remove the Transit Facility Improvements and to restore the area as near as reasonably possible to the condition that existed prior to installation of the Transit Facility Improvements.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

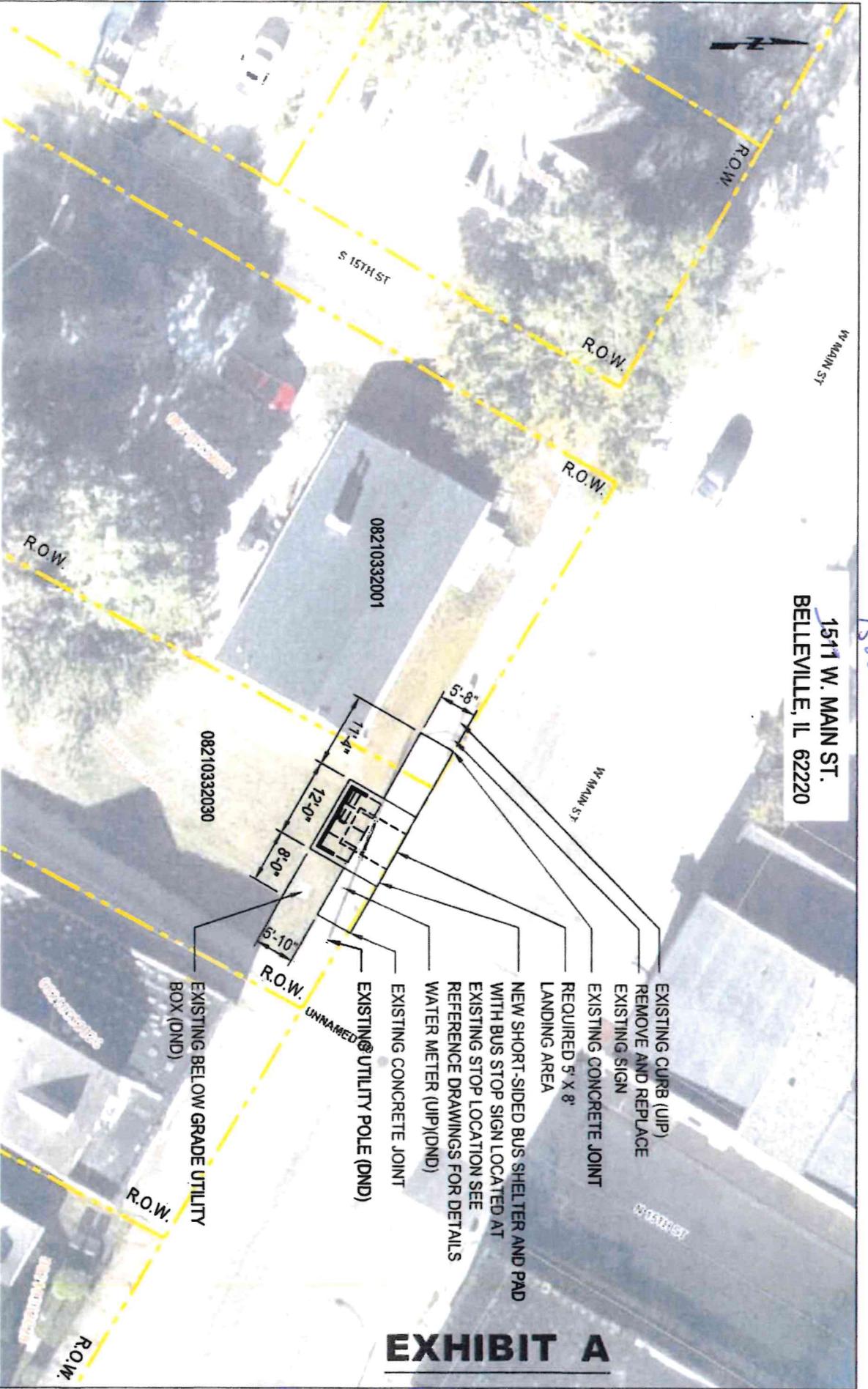
**APPROVED BY LICENSEE:  
THE BI-STATE DEVELOPMENT AGENCY  
OF THE MISSOURI- ILLINOIS  
METROPOLITAN DISTRICT d/b/a METRO**

**APPROVED BY LICENSOR:**

By: \_\_\_\_\_  
John Langa  
Vice President, Economic Development

By: \_\_\_\_\_

1511 W. MAIN ST.  
BELLEVILLE, IL 62220



# EXHIBIT A

METROBUS STOP 1582  
STOP 12144 - 1511 W. MAIN ST. S.B.

- NOTES:
1. NEW 11'-6"x12' CONCRETE PAD.
  2. NEW SHORT-SIDED SHELTER AT BACK OF PAD TO BE INSTALLED BY METRO.
  3. TRANSITION SIDEWALK TO MATCH IN SLOPE.

NOT TO SCALE - FOLLOW DIMENSIONS



## **Kaci Simonin**

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**From:** ward7elmore  
**Sent:** Tuesday, February 10, 2026 5:31 PM  
**To:** Jason Poole; Kaci Simonin; Kathy Kaiser  
**Subject:** Traffic & Parking Agenda

**From** KKaiser

I would like to request an agenda item for your next Traffic meeting regarding the no parking zone in place on Cleveland ave in Ward 5. We had issues during the snowstorm, and now during pickup & dropoff at Roosevelt with 8-10 vehicles being constantly parked in the no parking zone. Would like to discuss enforcing the zone and possible signage changes

*Phil Elmore*  
7th Ward Alderman  
City of Belleville  
618-363-0016